

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
May 25, 2022

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on April 27, 2022 at 411 Wales Avenue, Bronx, NY. The meeting was called to order at 6:01 PM.

Trustees Present:

Heidi Baker
Wylie Fennell
Brian Hamilton
Stephanie Hubbell
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Samantha Ramos
Walter Rendon
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Gail Brousal

Others in Attendance:

Lindsay Malanga
Michelle Rumph
Derrica Newman
Salih Abdur-Rahim
Patricia Murphy

Eleven of the twelve seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment.

Ms. Soussloff invited public comments and none were received.

2. Approval of April 2022 Minutes.

Ms. Hubbell made a motion to approve and Mr. Hughes seconded the motion to approve the March 2022 Board meeting minutes and the motion was unanimously approved.

3. NYSED Update.

- a. Harlem Renewal.** Ms. Malanga and Ms. Soussloff provided an update on expected renewal at the June 2022 Regents Meeting. There are two (2) areas within the ten (10) benchmarks contained within the NYSED Renewal Report that are off plan: Benchmark 9 (ELL population) and Benchmark 10 (compliance related to teacher certification; a FOIL list and DASA policy updated, revised and posted on the NCS website). These compliance items will all be addressed and responses to Benchmarks 9 and 10 will both be addressed in the response to the Renewal Report. A discussion ensued.
- b. Bronx Mid-Term Focus Group.** There will be a Board focus group with NYSED CSO representatives tomorrow.

4. President's Report. Ms. Soussloff introduced work that is being done by committees—Governance, Accountability, Evaluation. Ms. Hubbell provided an update on the work of the Accountability Committee and its work regarding evaluating NCS based on the Key Design Elements and a structure for evaluating same year over year. A discussion ensued. With respect to the Governance Committee, a self-evaluation tool will be circulated for Trustees to complete. Evaluation Committee will be meeting in June after Ms. Malanga's 360 review is completed.

5. Mt. Zion Facility Updates. Ms. Malanga provided an updated on Mt. Zion work and what's required to complete the work that is recommended by NCS' architect. The scope of work is estimated at \$529,000 to bring the facility into full compliance and once the Church has reviewed, we will have an idea of what the Church will cover and what NCS will cover. A discussion ensued.

6. Revisions to Employee Handbook for 2022-23 School Year. Ms. Baker made a motion to approve the proposed revisions to the Employee Handbook and Mr. Jefferson seconded the motion, which was unanimously approved.

7. 2022-23 Board of Trustees Meeting Calendar. The calendar of Board meetings was presented.

8. Executive Director's Report. Ms. Malanga provided an update on hiring for 2022-23 and academic data will be presented in June. It was reported that the NYS Science Performance Exam for Grade 4 was administered today, the Living Environment Regents is June 15th and the science fair will return. Ms. Malanga provided an update on attendance (a bit lower than last month), current enrollment (Non-ASD v. ASD) and applications for 2022-23 (over 1,700 applications across both schools with over 1,200 students on the waitlist; all seats that are open have been filled). Ms. Malanga reported on staff appreciation week and the events that were enjoyed by staff. Ms. Malanga

hosted a coffee + conversation for parents that was designed to talk about changes to the schedule for next year, ~40 parents attended, and most questions were related to general questions. Finally, new photos are available and will be added to NCS' website so images are refreshed.

9. Treasurer's Update. Mr. Rendon reviewed the year-to-date fiscal snapshot and FY 23 Budget process (it will be presented to the Board for approval at the June 2022 meeting). A discussion ensued.

10. Adjournment. There being no further business, Ms. Kavanaugh made a motion which was seconded by Mr. Hughes, to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 6:44 pm.

Respectfully submitted,
Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, a New York education corporation, do hereby certify that I prepared these Minutes, and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on May 25, 2022.

Dated: June 22, 2022