

Neighborhood Charter Schools  
**Minutes of the Meeting of the Board Trustees**  
August 31, 2022

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on August 31, 2022 at 691 St. Nicholas Avenue, New York, NY and via Zoom. The meeting was called to order at 6:01 PM.

**Trustees Present:**

Heidi Baker  
Gail Brousal  
Stephanie Hubbell  
Walter Rendon  
Cliff Schneider  
Patricia Soussloff  
Justena Kavanagh

**Trustees Absent:**

Wylie Fennell  
Jefferson Hughes  
Everardo Jefferson

**Others in Attendance:**

Lindsay Malanga  
Michelle Rumph  
Michael Renda  
Derrica Newman  
Michele Santos

*Six of the Ten 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 June 2022 Minutes.**

Ms. Baker made a motion to approve and Mr. Schneider seconded the motion to approve the June 2022 Board meeting minutes and the motion was unanimously approved.

- 3. President's Report.** Ms. Soussloff presented information related to the Governance Committee's work, highlighting that NCS has a Board manual for the Board's use as a guide. Ms. Soussloff also reported that the PTO Chair (Ms. Coleman) has left the school (her daughter has left) so the Board will need to put forward another candidate the PTO seat once the PTO has elected a new PTO Chair. Ms. Soussloff also shared that Regents Chancellor Lester Young and others from NYSED (including Lisa Long) will visit NCS on September 28<sup>th</sup>.
- 4. Executive Director's Report.** Ms. Malanga confirmed that NCS submitted its annual reports by August 1<sup>st</sup> as required. Ms. Malanga summarized NCS' summer professional development sessions and noted that nearly 100% of the ~44 new staff members that are required have been hired, and of the leadership positions that needed to be filled, 18 came from existing NCS staff and now 75% of all leadership positions are filled by people of color. Dr. Stephen Shore was introduced to the Board and briefly presented. With respect to 2022 state exams, the data is still embargoed and will be discussed once released; 2022-23 goals will be set at that time, too. Ms. Malanga also presented to the Curriculum Hub and its design and utility as well as enrollment updates, noting that Bronx is currently over budget while Harlem is close but a few students short of budget. High school placement options were also discussed, as was school safety and school safety plans. With respect to Mt. Zion, Ms. Malanga provided an update on potential interest from another school and a discussion ensued re: C of O related work that was proposed. Ms. Malanga also noted that the student and family handbook was updated with ES and MS combined and the family handbook is now translated into Spanish. Ms. Malanga also provided an update on afterschool programming (a discussion ensued) as well as DEI-focused priorities and subcommittees that are up and running for staff and parents, too. A brief discussion ensued regarding the development of a HS for NCS and potential next steps related to same.
- 5. Treasurer's Update.** Mr. Rendon provided an update on FY 22 close out and the audit process (and next steps re: same) as well as the 22-23 Budget which will be updated ("finalized" once enrollment is "finalized" in October. It is anticipated that the actual "final" budget will be within 94% of projections. Mr. Rendon reviewed the 5 year forward-looking budget, and also a potential buy-out of the Mt. Zion lease (if not assumed by another school) and the impact (positive) on the 5 year Budget.
- 6. Adjournment.** There being no further business, Mr. Schneider made a motion which was seconded by Ms. Baker, to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 6:53 pm.

Respectfully submitted,

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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 August 31, 2022.

Dated: September 28, 2022