

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
September 28th, 2022

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on September 28, 2022 at 411 Wales Avenue, Bronx, NY and via Zoom. The meeting was called to order at 6:03 PM.

Trustees Present:

Heidi Baker
Gail Brousal
Stephanie Hubbell
Walter Rendon
Cliff Schneider
Patricia Soussloff
Justena Kavanagh
Everardo Jefferson
Wylie Fennell

Trustees Absent:

Jefferson Hughes

Others in Attendance:

Lindsay Malanga
Michelle Rumph
Alison Rosnick
Michele Santos
Jerry Phelps

Nine 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 August 2022 Minutes.

Mr. Schneider made a motion to approve and Mr. Rendon seconded the motion to approve the August 2022 Board meeting minutes and the motion was unanimously approved.

- 3. Special Presentation:** Alison Rosnick, Director of HR/Talent, presented on the certification data of NCS. NCS currently has about 35% of its teachers certified, which is similar to other charter networks we have reached out to. Due to the decline in the supply of people who want to teach, as well as an increased demand for teachers, hiring is becoming increasingly difficult. NCS is working on ways to attract and support teachers who are uncertified to get their credentials. Ms. Rosnick explained with our partnership with the NYC Charter Center, we are able to identify the pathways teachers need to take to get certified and support them through the process. NCS also offers subsidized tuition at the Relay GSE for teachers who have completed one year of teaching at our school. A discussion ensued.
- 4. 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. She invited all board members to present potential new members so the Governance Committee can vet and add to the group. Ms. Soussloff also reported that the Regents Chancellor Lester Young and others from NYSED (including Lisa Long) visited NCS on September 28th. The visit was a success, including a tour of classroom instruction along with a community conversation held with all stakeholders of the organization. Mr. Schneider was invited to present on the updated Open Meeting Law. Members agreed to attend in person as much as possible, and if not, to follow the guidance outlined. Ms. Soussloff discussed fundraising efforts that will begin in late fall. We will use raised monies to fund our growing after school programming. Members were invited to revise their donor lists as a next step. Discussion ensued.
- 5. Executive Director's Report.** Ms. Malanga shared the NCS has been focused on launching the year with a strong first six weeks of school. The schools hosted a virtual curriculum night for families on September 22nd. Ms. Malanga explained that high school placement efforts are underway and a more formal presentation on work being done will be shared by Jerry Phelps in our October board meeting. Further, Ms. Malanga shared that we have adopted iReady for K-8 ELA and math. She shared the data for our beginning of the year testing which shows 23% of students are at or above grade level in ELA and 12% in math across the schools. Ms. Malanga also shared NYS ELA and math results. For 21-22, 57% of students who took the exams at NCS were proficient in ELA and 59% proficient in math. Thirty percent of all NCS students who took the NYS math exam scored a level 4. Reporting on attendance and enrollment, Ms. Malanga shared we currently have 951 students and are looking to fill more seats in Harlem. Attendance is stronger than it was at this point last year, averaging about 92% to date. Senior Director of Special Projects, Jerry Phelps shared out the variety of after school and electives programming NCS rolled out this year. There are still about 30 students on the waitlist in Harlem, however more work is being done to create more seats. Thus far, the schools have conducted a fire drill and an intruder drill. Ms. Malanga shared that NCS is almost fully hired.

Ms. Malanga asked for a motion from the board to approve two new policies for the employee handbook to be effective immediately: 1) 12-month employees may not take more than 3 consecutive PTO days while students are in school unless extenuating

circumstances and approved by the Executive Director, and 2) if PTO is approved by a supervisor who is no longer in place, the employee must get approval of PTO from the new supervisor. Ms. Kavanaugh made the motion to approve the policies, and Ms. Baker seconded. All voted in favor, while Ms. Hubble abstained.

6. **Treasurer's Update.** Mr. Rendon provided an update on the beginning outlook on the 22-23 Budget. As the year still gets underway, budget numbers will be updated "finalized" once enrollment is "finalized" in October. Mr. Rendon reviewed the 5 year forward-looking budget, and again named the potential for NCS to buy-out the Mt. Zion lease (if not assumed by another school) and the impact (positive) on the 5 year Budget.
7. **Adjournment.** There being no further business, Mr. Schneider made a motion which was seconded by Mr. Rendon, to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 7:42pm.

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 reviewed 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 September 28, 2022.

Dated: September 29, 2022