

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
December 7th, 2022

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on December 7th, 2022 at 411 Wales Avenue, Bronx, NY and via Zoom. The meeting was called to order at 6:02 PM.

Trustees Present:

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

Trustees Absent:

Wylie Fennell
Moniqe Granados (Pending board seat)

Others in Attendance:

Lindsay Malanga
Michelle Rumph
Michelle Santos
Michael Renda
Romina Cepeda

Five of Nine seated Trustees were in attendance in person and four were present on zoom 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 October 2022 Minutes.

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

- 3. Special Presentation:** Michael Renda, Head of School in Harlem, and Romina Cepeda, Middle School Director of Harlem, joined the meeting to share an update on the progress of our middle school thus far for 22-23. Mr. Renda and Ms. Cepeda shared highlights in that the students are enjoying a host of new programming - electives, wellness/mindfulness class for social-emotional learning, Spanish instruction, and a High School placement course for our eighth graders. In addition, the school leaders shared that the PBIS (performance based incentive system) is up and running. This system helps to reinforce good choices in our students and reward them with various prizes based on the points they earn. Mr. Renda and Ms. Cepeda also shared that they are continuing to work on hiring - as there are still two teacher vacancies. Further, they state teacher accountability is another area they are focused on improving. A discussion ensued.
- 4. President's Report.** Ms. Soussloff shared that Jefferson Hughes has resigned from the board. Further, Gail Brousal will step down at the end of the school year after many years of contributing to the NCS board. Ms. Soussloff shared we are still awaiting Monir Hoque and Monique Granados' paperwork to be filed with SED to have them become official board members. With the changing of board members, new positions on the board were discussed. Ms. Soussloff made a motion to make Cliff Schneider the Vice President and Heidi Baker the new board Secretary. Ms. Hubbell seconded the motion and it was unanimously approved. Ms. Soussloff also shared that we sent out our annual appeal and have already raised almost \$30,000 toward our efforts to fund NCS's free after school programming. Ms. Soussloff made a direct appeal to all board members to donate to the school, as this is a requirement of being on our board.
- 5. Executive Director's Report.** Ms. Malanga reported that NCS's enrollment is one student over target at 953 students compared to the goal of 952 based on data from 11.27.22. Attendance is trending at about 91% across our schools this year, as the schools were hit hard by sickness and a few half days. Since we last met Ms. Malanga shared that the students enjoyed Character Day on 10.28, as well as potluck celebrations for Thanksgiving across all the grade levels. In addition, staff had two professional development days - one in person and one on Zoom. Ms. Malanga noted that most participants no longer loved the Zoom experience, and we will move to more in-person staff PD days going forward. NCS had 29 eighth graders who took the SHSAT exam, eight students took the TACHS exam for entry into Cardinal Hayes, and six girls are working on various pathways to go to independent schools. Ms. Malanga shared that the schools are in the process of taking the middle of year assessments in ELA and Math on iReady and data will be available for review in January to chart student growth to date. She updated the board on new hires to our network, including a Director of ELA, Kat Aschinger, who will begin with us on December 12th, as well as highlighted an internal promotion of Jonathan Bain in our technology department. Ms. Malanga also highlighted that the students will perform their first winter showcases in December, displaying what they've learned so far in their "specials" classes. The staff will enjoy a Holiday Happy Hour on 12.15 and all NCS staff will receive a small holiday gift and a treat from visiting baristas before the winter break. Ms. Malanga shared a draft term sheet shared with Mt. Zion's lawyers for our proposed exit from the Mt. Zion building. A discussion ensued.

6. **Treasurer's Update.** Mr. Rendon provided an update on the outlook on the 22-23 Budget. After the first PPI submission, the budget shows that the variance we had last cycle has been rectified due to our number of students in ATS being fully uploaded as of now. Therefore, Mr. Rendon shared, we are slated to have a balanced budget this year given the compensation savings and other expenses projected. Mr. Rendon also shared that we are still waiting for an update from Mt. Zion regarding a potential early exit from the Property and a discussion ensued.
7. **Executive Session.** There was a motion made by Ms. Soussloff to go into Executive Session to discuss a pending legal matter that was seconded by Mr. Schneider at 6:45pm. A discussion ensued. There was a motion made by Ms. Soussloff to exit Executive Session and seconded by Ms. Hubble at 6:52pm.
8. **Adjournment.** There being no further business, Ms. Soussloff made a motion which was seconded by Mr. Rendon, to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 6:53pm.

Respectfully submitted,

Heidi Baker

I, Heidi Baker, 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 December 7, 2022.

Dated: December 7, 2022