

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
January 25, 2023

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on January 25th, 2023 via video and phone conference. The meeting was called to order at 6:04 PM.

Trustees Present:

Heidi Baker*
Stephanie Hubbell*
Walter Rendon*
Cliff Schneider*
Patricia Soussloff*
Everardo Jefferson*
Wylie Fennell

Trustees Absent:

Gail Brousal
Justena Kavanagh

Others in Attendance:

Lindsay Malanga
Michelle Rumph
Michelle Santos
Gitta Carton
Kat Aschinger
Jennifer Manning

Seven of Nine seated Trustees were in attendance 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.

0. Approval of December 2022 Minutes.

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

0. President's Report. Ms. Soussloff shared the feedback from the Annual Report by the SED. One of the items that they mentioned is that we must hold 12 monthly meetings of the Board of Trustees a year and we will be complying with this requirement moving forward. In terms of fundraising Ms. Soussloff shared that we have raised \$51,556 so far and encouraged all Board members to continue to solicit donations as we have not reached our goal. As has been discussed during previous meetings we are looking for new members to join the NCS board. Ms. Soussloff shared that one of our candidates, Monir Hoque, is dealing with a serious illness in his family and is hoping that he will have more time to work with the NCS board so we are staying in contact with him. There is also another potential candidate has been identified by Ms. Kavanagh who is affiliated with Child Development Center in the Bronx, she will set up a visit with her and Ms. Soussloff to discuss the prospect. Finally, Ms. Soussloff shared that there has been some positive movement on Mt. Zion in that they would be open to NCS buying out the lease by paying the remaining sums under the agreement and bringing the children back to the building at 691 St. Nicholas Avenue, however it is not yet a done deal.

1. Executive Director's Report. Ms. Malanga shared that since our last meeting in December with the close of school for the break NCS ended the year with Winter Specials Showcases at both schools, highlighting this year's enhanced programming in art, physical education, music, Spanish and dance. NCS has launched the first official NCSH basketball team that is a part of the Charter School Athletic League. The team is co-ed and is mostly made up of boys with one girl participating. In the Spring NCS hopes to start a volleyball team and continue to grow the sports programming. Ms. Malanga noted that there is a new requirement from NY State that starting next year state testing will need to be done on computers, and that for the coming year it will only be required for two grades. NCS is contemplating a plan under which more than two grades will take the tests on computers, however third graders will take them on paper. Planning is underway for better space usage at 691 St. Nicholas Avenue now that NCS will be leaving Mt. Zion as well as for the allocation of space in the Bronx since NCS will be taking over the whole second floor in the fall of 2023. Ms. Malanga provided an update on hiring we are still looking to fill the Director of Talent position and that the new Senior Director of HR will be starting with NCS on February 1st. Staff had a professional development day on January 3rd to allow them to prepare for a strong start in 2023. The vision for the 23-24 school year was rolled out earlier in the day to NCS staff that includes emphasis on after school programming, high school placement strategy and support, electives, expanding Spanish instruction to begin in K and art instruction to the middle school in Harlem, and MLL instruction and support. In addition, NCS will begin to incorporate experiential learning, ie outside of school experiences, into the units of study at a rate of one experience per grade per subject using available resources in New York City.

Ms. Malanga reported that NCS's enrollment has dipped to 946 students across all three schools compared to our target of 952 students based on data as of 01.17.23. Enrollment in Harlem dropped to 617 students, however enrollment in the Bronx is stable at 328 students. Attendance continues to trend at 91% across the schools this year, however it is starting to trend up based on this month's data. Ms. Malanga shared the data collected from assessments students in all grades took in the iReady program in September and December 2022 in ELA and Math. Overall, the data shows that our students grew in proficiency in ELA and Math in that time and that there was a decrease in the number of students in the two lowest levels in both subjects. The data shows

gains in proficiency in each of the Special Populations (IEP, ASD and MLL) in both subjects as well. Finally, Ms. Malanga presented the data from the second round of F+P reading tests that were administered to all K-4 students, going from 46% of students reading on grade level to 54% of students reading on grade level from September to December. She noted that the benchmark for “on grade level” changes as the year progresses, therefore the target for proficiency increases as time passes. The end of year goal for F+P is to have at least 75% of all K-4 students reading on grade level.

2. **Treasurer’s Update.** Mr. Rendon presented on NCS’ financial position and health. He shared that the budget for the 22-23 year is settled and accurate and that NCS is in a good financial position. Revenues are projected to be lower due to slightly lower enrollment. Expenses are also expected to be lower due to position changes and vacancies. There was an increase in programming expenses for the afterschool program and wrap around services. Mr. Rendon provided the upcoming steps to draft the budget for the next year and noted that final negotiations are taking place with Mt. Zion to be fully released from the building. **Mr. Schneider made a motion to approve a lease surrender and termination based on the terms previously discussed to buy out the lease should an agreement be presented by Mt. Zion’s counsel before February 15, 2023, which was seconded by Ms. Hubbell. The motion was unanimously approved.**

0. **Adjournment.** There being no further business, Mr. Schneider made a motion which was seconded by Mr. Jefferson, to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 7:10 pm.

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 January 25, 2023.

Dated: January 25, 2023