

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
October 30, 2024

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on October 30, 2024, at 691 St. Nicholas Avenue, New York 10030, and via video. The meeting was called to order at 5:07 PM.

Trustees Present:

Heidi Baker
Wylie Fennell
Stephanie Hubbell (via video)
Everardo Jefferson (via video)
Walter Rendon (via video)
Cliff Schneider (via video)
Patricia Soussloff (via video)

Trustees Absent:

None

Others in Attendance:

Daniel McCormick
Michelle Rumph
Michelle Santos
Moniqe Granados

Two (2) out of seven (7) seated Trustees were in attendance in person and five (5) out of seven (7) seated Trustees were in attendance via videoconference. All in attendance by video fulfilled the requirement of publishing their physical addresses of the location from which they were attending in advance of the meeting. Seven (7) out of seven (7) seated Trustees were present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Mr. Schneider began the meeting and invited public comments. No comments were received.

2. Approval of Minutes

A motion was made by Ms. Soussloff and seconded by Mr. Fennell to approve the minutes from the September 25, 2024 Board meeting and was unanimously approved.

3. Executive Director Evaluation Committee

Mr. Schneider informed the Board that Edgility the evaluation report for Mr. McCormick and that it was sent to all members earlier today. The Committee will be working through the next steps to complete the process in November or December.

4. Executive Director's Report

Mr. McCormick asked Ms. Santos to provide an update from Operations. Ms. Santos informed the Board that enrollment for SY 2025-2026 will open on November 1, 2024. NCS will be enrolling for Kindergarten through 8th grade in Harlem and Kindergarten through 7th grade in the Bronx. The Operations teams are scheduling preschool visits to introduce NCS to families in districts 6 and 7 and to support them through the application process. She also indicated that a family survey with questions compiled from the latest DOE survey will be sent for feedback. The survey will focus on areas where each campus can improve along with areas where they had strong scores to create a plan to address the lower scores and to make sure that the strong scores remain as they are or move higher. She informed the Board that Whitson's Culinary Group, the food vendor, advised that there were recalls on two of their chicken products that were obtained from their supplier BrucePac, for potential contamination with *Listeria monocytogenes*. There have not been any reported cases of illnesses throughout the US, not has the US Centers for Disease Control launched an outbreak investigation. The items in question were served in September, which is outside the infection window. Communication was sent to all families with information from Whitson's Chief of Staff. In other news, NCS will participate the MIT Blueprint Labs study that will examine the impact of charter school attendance in NYC. Participation is free and will provide insight on the impact of our schools on students and evidence that NCS improves outcomes for children and families by looking at data on the admissions lottery and student performance. Finally, she announced that the NCS Holiday Celebration will take place on December 18th at the Grand Slam Banquet Hall and that the December Board of Trustees meeting will begin an hour earlier at 5:00 pm.

Mr. McCormick reported that the audit for FY 24 is complete and that the auditors from Mengel, Metzger Barr & Co. LLP (MMB) presented their findings to the Finance Committee during the October meeting. The report was clean and boring, without any issues or significant findings and was approved for submission to NYSED. Mr. McCormick thanked the NCS Finance team for their hard work.

Mr. McCormick discussed attendance by NCS leaders at the NY Charter Schools Conference that took place in Times Square last week. The closeout panel included an NCS alumnus from the Class of 2020 who related how he felt that adults at NCS cared about him but did not feel he had the same supports when he attended high school. He also talked about the visit by Assembly Member Amanda Septimo that took place on October 18th at the Bronx campus. She spoke briefly at the Hispanic Heritage Potluck that was taking place in the gymnasium, toured the building and visited some classrooms, and discussed pressing issues with various stakeholders. She expressed interest in partnering with NCSB to address the concerns that were brought to her attention. There are planned visits by State Senator Cordell Cleare in November and Regent Shino

Tanikawa, a member of the NYSED Board of Regents for Judicial District 1, who will visit on December 13th.

A new partnership with CompSci High School will begin on November 18th, with them hosting an afterschool basketball program for 25 of the older Scholars from the Bronx campus. The monthly professional development for leadership continued today and leaders convened today to work on improving communication and team collaboration through the profiles created from their participation in the Insights program. Jenn Lindsay is working with a group of leaders on the vision for the NCS high school, which includes discussing which parts of the current programming for K-8 would be kept and which would be new, as well as needs in Special Education, MLL and in a high school building. The DEI Committee is focusing on professional development by launching a session on building empathy and self-awareness and held a Safe Space conversation that was joined by team members from both Harlem and Bronx campuses that resulted in a warm and open environment for meaningful discussion.

5. Executive Session

A motion was made by Mr. Schneider and seconded by Mr. Rendon to enter into executive session to discuss confidential student and personnel matters and was unanimously approved. No votes were taken during the session. A motion was made by Mr. Fennell and seconded by Ms. Baker to exit executive session and was unanimously approved.

6. Facilities Update

Ms. Rumph discussed the steps that have been taken to gather information regarding the potential buyout of the building at 411 Wales and ground lease from Civic Builders, including the meeting with financial advisor Kevin Quinn and two underwriters to arrange financing for the transaction through Build NYC Resource Corporation if NCS elects to exercise the option. Mr. Schneider will follow up with Mr. Quinn on his hourly rate and obtain an estimate for the work.

7. Nominating and Governance Update

Ms. Santos informed the Board that the application for Dr. Morgan Jenkins to join the Board of Trustees has been submitted to NYSED.

8. Finance Update

Mr. Rendon informed the Board that NCS is projected to end FY 25 on budget. The first per-pupil billing for the year has been completed so there will be firmer numbers presented in November. The Finance Committee approved the FY 24 audit for submission to NYSED.

9. Adjournment

There being no further business, Mr. Jefferson made a motion which was seconded by Ms. Soussloff, to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 6:14 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 October 30, 2024.

Dated: October 30, 2024