

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
July 23, 2025

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on July 23, 2025, at 411 Wales Avenue, Bronx, New York 10454, and via video. The meeting was called to order at 6:02 PM.

Trustees Present:

Heidi Baker
Stephanie Hubbell (via video)
Morgan Jenkins (via video)
Cliff Schneider (via video)

Trustees Absent:

Wylie Fennell
Everardo Jefferson
Walter Rendon

Others in Attendance:

Daniel McCormick
Michelle Santos
Michelle Rumph
Allison Rosnick

One (1) out of seven (7) seated Trustees were in attendance in person and three (3) 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. Four (4) 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 noting that this is the first time he is presiding as Chair of the Board and invited public comments. No comments were received.

2. Approval of Minutes

A motion was made by Ms. Baker and seconded by Dr. Jenkins to approve the minutes from the June 25, 2025 Board meeting and was unanimously approved.

3. Resolution Amending Charter Instructional Days Requirement

Mr. Schneider reminded the Board that at the June 25, 2025 meeting Ms. Santos presented the proposed school calendar for SY25-26, which consisted of 184 days of instructional days instead of the 185 that are required under the NCS Charters. After being informed that New York counts number of instructional days in terms of hours and minutes, that NYC DOE schools area are open for 180 instructional days, and the desire to allow for more flexibility in

putting together the calendar for the upcoming years in terms of holiday observance and snow days among other reasons, the Board voted unanimously to approve a nonmaterial change to the Bronx and Harlem Charters changing the number of school days from 185 to a range of 181 up to 184 subject to NYSED approval.

As part of the request for the approved nonmaterial change Ms. Santos was informed by the NYSED liaison for NCS that a Resolution approved by the Board on the subject is required for submission along with the minutes from the meeting at which it was approved. Moreover, Ms. Santos was informed that according to the records maintained by NYSED the number of required instructional days under the NCS Charters is 195, as listed in the original Harlem Charter. A discussion ensued.

A Resolution to amending the charter instructional days requirement from 195 days to a range of 181 to 184 days was read by Ms. Baker.

A motion was made by Ms. Baker and seconded by Mr. Schneider to adopt the Resolution No. 2025-001 Amending Charter Instructional Days Requirement in the form of Exhibit A and in accordance with the Board vote of June 25, 2025 and was unanimously approved.

4. Neighborhood Charter Schools Distraction-Free School Policy

Mr. McCormick and Ms. Santos presented to the Board the draft of the Distraction-Free School Policy to be implemented starting in SY25-26. The policy was put together in accordance with New York Governor Kathy Hochul's "More Learning, Less Scrolling" initiative banning personal internet-enabled devices during the instructional day to reduce distractions, promote in-person interaction, safeguard student mental health and ensure equitable access to learning. In addition to the ban the policy provides for exemptions in limited and specific circumstances, storage and security, communication protocols with parents/guardians during the instructional day, disciplinary procedures and equity, implementation and publication, and reporting and transparency. A discussion ensued.

A motion was made by Ms. Baker and seconded by Ms. Hubbell to approve the draft of the Neighborhood Charter Schools Distraction-Free School Policy and its implementation and was unanimously approved.

5. Presentation by Allison Rosnick, Director of Fundraising and Development

Mr. McCormick invited Ms. Rosnick to provide the Board with information regarding her new role as Director of Fundraising and Development for NCS. Ms. Rosnick explained that while NCS has been operating without major fundraising to date there is a need to build a sustainable pipeline to support expansion into high school as well as the ongoing programs at the Harlem and Bronx campuses for Kindergarten through 8th Grade. In her role, she will be leading a full year fundraising strategy tied to school initiatives and will begin by exploring corporate and foundation grants. She plans to build a pipeline of individual, corporation and foundation donors and run an annual campaign like Giving Tuesday as well as year-end appeals. She will provide regular updates to NCS leadership and the Board on her work. She has identified the planned high school expansion as a compelling reason for donors to invest now to expand support for all our current students beyond middle school. She indicated that she will be partnering with Board members to explore personal and professional networks for potential supporters as part of securing vital funding for the future of NCS.

6. Operations Report

Mr. McCormick invited Ms. Santos to provide updates from Operations. Ms. Santos informed the Board that enrollment efforts for SY25-26 are continuing at the Harlem and Bronx campuses. Harlem will be holding a family event tomorrow. The Operations team is expecting attrition over the Summer and is ready to enroll new families as needed. Enrollment will be a topic that be discussed with staff to explain the process, why retention matters and to provide a better understanding of the importance and need to continue to enroll students beyond October. In terms of summer readiness, facilities timelines are being met to get buildings ready for the first day of Staff professional development, including painting, cleaning and setting up classrooms for 7th Grade in the Bronx. In Harlem there is more local representation with painting doors and signage. New iPads have been purchased for Kindergarten and 1st Grade and are ready for logging on to iReady, and tablets with keyboards have been acquired for 2nd Grade students to practice typing skills they will need when they take the New York state exams beginning in 3rd Grade.

Ms. Santos advised that a new NCS email address has been created for Mr. Schneider, as well as a board@ncschools.org listserv to forward emails to Board members regarding formal written complaints. To begin, the emails will forward to Mr. Schneider, Ms. Baker, Mr. McCormick and Ms. Santos. Finally, Ms. Santos indicated that the deadline for the first submission to NYSED of the annual report for SY24-25 is August 1, 2025 and that she is working to have it completed for Mr. Schneider's signature by then.

7. Finance Update

Ms. Rumph informed the Board that the Finance Committee did not meet in July as the Finance team is preparing for the final audit to close out FY25, reviewing overall fiscal policies for revisions and preparing financial templates for SY25-26. The application for bond financing for the building at 411 Wales with Build NYC has been approved at the organization's July Board meeting. The work on the project will resume with Ms. Rumph the underwriters and attorneys, and it is expected that FONCS will close on the transaction in October.

8. Executive Director's Report

Mr. McCormick notified the Board that SY24-25 ended on June 27, 2025 and that the staff end of year party was held that day. He will be heading to Orlando, FL for the National Charter Schools Conference that will be taking place from June 29 through July 2.

The new Principals have been meeting with their teams and each other to ensure strong alignment in policies, initiatives and student experiences. The new Director of Special Education has been involved in those meetings as well. 12-month staff will report back in person on August 4th and leaders will be involved in their own professional learning as well as in planning professional development for staff. Professional development for new staff will take place on August 14th and 15th and all returning teachers and related service providers report to work on August 18th.

Planning has also been taking place for afterschool programming. The Assistant Principals of Culture have decided to move registration to a new program, Popsicle from AfterschoolHQ to

hopefully avoid the problems that were experienced last year. NCS is allocating additional funding and staffing to expand the athletic programs at both campuses, including the Saturday programs.

July has been spent making sure that all staff positions are filled. As of today, all positions in the Bronx have been staffed, in Harlem an offer letter for a Dean of Students position is going out and NCS is close to making an offer for the Assistant Principal for Grades 7 and 8 that opened last week when that staff member announced she would be leaving at the end of July. An additional Speech Language Pathologist and teacher have been hired for the Bronx to fill potential upcoming vacancies.

Finally, general updates and announcements will be sent to families in August, along with campus specific communications that will go out next Friday. In these NCS will introduce school leadership to families so that they know who to contact.

9. Nominating and Governance Committee Updates

During the Finance update, Mr. Schneider indicated that a NCS Trustee will be requested to join the Board of Trustees for Friends of Neighborhood Charter Schools (FONCS) now that he is the Chair of the NCS Board of Trustees. In addition, Mr. Schneider will no longer be able to serve as Chair of the FONCS Board of Trustees.

NCS Board Committees and memberships will be discussed at the August meeting.

10. Adjournment

There being no further business, Ms. Baker made a motion which was seconded by Dr. Jenkins to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 6:38 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 July 23, 2025.

Dated: July 23, 2025



Exhibit A

Neighborhood Charter Schools

Board of Trustees Resolution

Resolution No. 2025-001- Amending Charter Instructional Days Requirement

WHEREAS, the Charters for Neighborhood Charter Schools, as approved by its authorizing agency, New York State Education Department, currently specify a requirement of 195 instructional days per academic year; and

WHEREAS, the Board of Trustees has reviewed instructional models and best practices, including the operational needs of the school and feedback from stakeholders including staff, families, and administration; and

WHEREAS, the Board desires to provide the school with reasonable flexibility to adjust the school calendar while maintaining academic rigor and compliance with state instructional time requirements; and

WHEREAS, the Board desires to ensure that the Charters and records are accurate after several operational changes that took place throughout various network leaders over the past years; and

WHEREAS, the Board voted on June 25, 2025 to approve a nonmaterial change to the flexible range of 181 to 184 instructional days per academic year;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Neighborhood Charter Schools hereby approves an amendment to the Charter to revise the required number of instructional days from a fixed 195 days to a flexible range of **181 to 184 instructional days per academic year**;

BE IT FURTHER RESOLVED, that the Executive Director and Chief of Staff are authorized and directed to submit this charter amendment to the charter authorizer New York State Education Department and take all necessary steps to implement the change upon approval.

PASSED AND ADOPTED this 23rd day of July, 2025, by the Board of Trustees of Neighborhood Charter Schools, by the following vote:

- AYES: _____ 4 _____
 - NOES: _____ 0 _____
 - ABSTENTIONS: _____ 0 _____
 - ABSENT: _____ 3 _____
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Cliff S. Schneider
Chairperson, Board of Trustees
Date: _____

Heidi Baker
Secretary, Board of Trustees
Date: _____