

Neighborhood Charter Schools  
**Minutes of the Meeting of the Board Trustees**  
December 17, 2025

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on December 17, 2025, at 691 St. Nicholas Avenue, New York 10030, and via video. The meeting was called to order at 6:05 PM.

**Trustees Present:**

Heidi Baker  
Wylie Fennell  
Morgan Jenkins (via video)  
Walter Rendon  
Cliff Schneider (via video)

**Trustees Absent:**

Stephanie Hubbell

**Others in Attendance:**

Daniel McCormick  
Michelle Santos  
Michelle Rumph  
Ian Bravo

Three (3) out of six (6) seated Trustees were in attendance in person and two (2) out of six (6) seated Trustees were in attendance via videoconference. Five (5) out of six (6) 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 by welcoming Mr. Bravo to observe how the Board conducts business and invited public comments. No comments were received.

**2. Approval of Minutes**

A motion was made by Dr. Jenkins and seconded by Ms. Baker to approve the minutes from the November 20, 2025 Board meeting and was unanimously approved.

**3. Anti-Hazing Policy**

Ms. Santos informed the Board that the insurance company for NCS recommended that a separate anti-hazing policy be established in addition to the existing anti-bullying policy, which was circulated ahead of tonight’s meeting for review. It is expected that once it is approved by the Board the policy will be included in the student and staff handbooks. A discussion regarding the contents of the draft ensued.

A motion was made by Ms. Baker and seconded by Mr. Fennell to approve the draft of the Neighborhood Charter Schools Anti-Hazing Policy and was unanimously approved.

#### **4. President's Report**

Mr. Schneider reported that he was present last week for the visit to the Bronx campus by Regent Aramina Vega Ferrer and Dr. Lisa Long, the Executive Director of the NYSED Charter School Office. They had heartwarming interactions with students and had a meeting with him, Mr. McCormick and Ms. Santos during which they discussed several topics including the plans for the NCS high school and safety issues for family and staff traveling to and from the Bronx campus due to the conditions in the area surrounding the building.

Mr. Schneider introduced the topic of professional development sessions for Board members and stated that he will send an email after the holidays to discuss topics to be covered. One suggestion is to create an onboarding process for new Board members with information on who we are, how charters operate and what NCS does for students, family and the communities it serves.

Finally, Mr. Schneider thanked the Board members for participating in Giving Tuesday and the work that has taken place for the NCS High School thus far.

#### **5. Executive Director's Report**

Mr. McCormick asked Ms. Santos to provide an update from Operations. Ms. Santos informed the Board that with today's approval of the Anti-Hazing Policy it will be included in the school and staff handbooks. The charter expansion applications for the NCS High School were submitted to NYSED by December 1<sup>st</sup>. In January there will be a presentation for current 7<sup>th</sup> Grade students to provide them with information about the High School and answer any questions they may have. There will be a separate presentation for staff during professional development to share the vision for the new grades, what they can expect in the coming months and to get them excited for the leadership roles and different opportunities that may become available. NCS will be engaging with Civic Builders to plan the facilities for the High School.

A survey addressing areas where NCS received lower scores in the latest NYC DOE will be sent out to all families in December with a deadline for parents to complete and submit their responses in January. In terms of enrollment for SY 25-26, NCS is at budgeted numbers and recruitment for SY 26-27 has already begun. This will include a branding and marketing partnership with Vertex Education, identifying openings by grade through the responses obtained from intent-to-return surveys filled out by the families of current students in January and preparations ahead of the admissions lottery that will take place in April. New mascot costumes for each campus have gone into production in the form of a male Husky and a female Bulldog. The school community will be invited to help name the mascots and auditions will be held for people to play the roles and wear the costumes.

In terms of community engagement, staff engaged in a daily friendly competition throughout December via Staff Holiday Trivia, answering question and riddles in various holiday and winter themes. NCS provided 200 supermarket gift cards to families as support for the holiday season with the assistance from the Barton Partnership who raised over \$1,000 in contributions. The NCS community donated toys to the Iris House Women's Shelter. NCS has arranged for a 5-week mentorship program for select female students in Harlem with Lieutenant Lillian Montenegro of the NYPD Transit Bureau District 3. A Family Frost Night

was held for NCS families in Harlem and another is planned for the Bronx for January. Connections are being made with local elected officials by addressing school and community concerns with them at their public meetings.

Mr. McCormick spoke about the visit to the Bronx campus by Regent Ferrer and Dr. Long and highlighted the discussion regarding the applications to NYSED for High School expansion. He informed the Board that with the leadership of Alison Rosnick a SEED Application for an expansion grant through the Charter School Growth Fund was submitted on December 4<sup>th</sup> and that NCS will find out in February if it is advancing to the next round for consideration. The final grant decisions will be made in late May.

School leaders are wrapping up evaluations of their teams based on performance rubrics tailored to their specific titles and skip-level surveys are being used for additional feedback from lower levels to their leaders. The PE teachers from both campuses attended an annual physical education state conference in Verona, NY for professional development. NCS is developing a program as a pipeline for aspiring instructional leaders with an application structure and competencies aligned with those adopted nationally as well as in New York state. While this program will not guarantee its participants a leadership position, it will provide them with additional professional development. In terms of attendance, the past month has been weak for both students and staff due to illness.

Mr. McCormick discussed the preparations and planning that are taking place for the High School. He indicated that work will take place with the culture teams to align K-8 discipline policies for the K-12 model and that a different system will be used that works better for high school instead of Educate for attendance and grading. He presented a proposed new organization of the leadership structure at the network level based on the recommendations from consultants Jenn Lindsay and Sung-Ae as NCS plans the expansion into High School. This would consist of employing a Chief Academic Officer who would oversee academic programming and a Director of Special Populations supervising three Special Education Directors (one per school) as well as the ASD Program Coordinator and the Director of MLL. He indicated that it is strongly recommended that the position of Chief Academic Officer be filled as soon as possible so that the hiree can participate in the next stage of the High School planning. A discussion ensued.

A motion was made by Mr. Schneider and seconded by Dr. Jenkins to retain a recruitment firm for a sum up to \$75,000 for the purpose of hiring a Chief Academic Officer and was unanimously approved.

## **6. Finance Update**

Mr. Rendon informed the Board that enrollment and staff are stable and that net income is currently higher than the budgeted amount. The transition in benefits for NCS staff is scheduled to take place on January 1<sup>st</sup>. NCS will work to obtain confirmation in writing as to the per pupil allocation for students in the ASD program. Due diligence work is taking place on the purchase of the 411 Wales Avenue building, with the attorneys reaching out to get a quote for a building appraisal/architect to determine the economic life of the ground lease for the tax-exempt bond. In terms of the 691 St. Nicholas building, since Friends of NCS (FONCS) is now exempt from property tax, the outdated sublease agreement from 2020 with NCS Harlem is being amended to remove the property tax and add additional facility

