

**Hyde Leadership Charter School
Trustees Meeting: Minutes
October 26, 2020
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)**

Trustees Present Via Video conference:

Herb Fixler	Chavon Sutton
Ruth Jarmul	Tony Stoupas
Herb Kaplan	Susan Engel
Maureen Singer	

Trustees Not present: Deborah Dumont

Also Present Via Video conference:

Thomas Sturtevant, Executive Director
Stephen Trowbridge, Chief Operating Officer
Valarie Hunsinger, Director of Development and Marketing
Matthew Estersohn, Audit Partner, Marks Paneth
XiXi Dong, Audit Manager, Marks Paneth

The meeting began at 6:03 PM, Mr. Fixler presiding. A quorum was present.

1. Approve minutes from September 21st

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the September 21st board meeting.

2. Audit Report- Marks Paneth Auditors

Mr. Trowbridge introduced Hyde Leadership Charter School's auditors, Mark Paneth, represented by Matthew Estersohn via Zoom. Mr. Estersohn provided the Board with a detailed report of the school's financial audit conducted for the 2020 Fiscal Year. Mr. Estersohn noted that Marks Paneth's audit team received excellent management cooperation during the course of the audit and that Hyde Leadership Charter School had no deficiencies or material weaknesses in its business management processes and procedures. Marks Paneth had no recommendations for management. Overall, Marks Paneth noted the audit went exceptionally well. A motion was made, seconded, and unanimously approved by the Trustees present to approve the audit report and financial statements for June 30, 2020.

2. Executive Director's Report

Mr. Sturtevant provided school updates including a focus on Hyde's dynamic online program that is based on strong connections. Mr. Sturtevant highlighted various project-based learning projects across each division. Mr. Sturtevant noted that the high school building would be opened in November to a limited number of students who are most in need of in-person support.

Mr. Sturevant noted the team is checking with teachers and is hosting faculty appreciation weeks.

Mr. Sturtevant discussed how measurements will be adapted this school year as we evaluate student growth and parent engagement.

Per Mr. Fixler's request, Mr. Sturtevant will arrange for presentations on the remote learning programs at the November Board meeting.

4. Executive Director Search Committee

Mr. Fixler provided an update on the Executive Director Search noted that the posting will go live shortly. Mr. Fixler noted that Staci Seeley will lead the search.

5. Finance Report

Mr. Trowbridge provided a financial review of September 2020, and noted that the school's September revenue was \$1,657,000 and was unfavorable by approximately \$29,000. September expenses were \$1,712,000 and were favorable by approximately \$110,000. Mr. Trowbridge also reported that the YTD (through September) net surplus was favorable by \$99K and that all fiscal benchmarks were either good or excellent. Lastly, Mr. Trowbridge reported that the previously anticipated NYS budget cuts have still not been announced, and that these potential cuts may require Hyde to implement contingency plans.

5. Development Committee

Ms. Hunsinger provided an update on the FY 2021 Fundraising Goals and discussed upcoming events including one-on-one board member meetings, a virtual Hyde Open House, Giving Tuesday, and the Annual Appeal.

6. Nominating Committee

No comment.

7. Any other business

No comment.

8. Public Comments

No comment

9. Adjournment

There being no further business, the meeting was adjourned at 7:24 pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger