

**Hyde Leadership Charter School  
Trustees Meeting: Minutes  
May 24, 2021  
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
Nick Ober	

**Trustees Not Present Via Video conference:**

Maureen Singer  
Deborah Dumont

**Also Present Via Video conference:**

Thomas Sturtevant, Executive Director  
Stephen Trowbridge, Chief Financial & Operating Officer  
Celia Sosa, High School Director  
Valarie Hunsinger, Director of Development and Marketing  
John Espinoza, Nuveen

**The meeting began at 6:05 PM and Mr. Fixler presided. A quorum was present.**

**1. Approve minutes for April 26, 2021**

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the April 26, 2021 meeting.

**2. Executive Director's Report**

Ms. Sosa reviewed the plans for reopening including new policies and thinking about student needs. Ms. Sosa discussed hiring in the competitive landscape and also discussed new positions including a Chief Academic Officer.

Mr. Sturtevant discussed the lower COVID-19 rates, changes to COVID-19 policies, and noted that the DOE will not offer remote learning options next year. Mr. Sturtevant noted that parents have been frequently updated on these changes.

Mr. Sturtevant noted a seamless transition process with Ms. Sosa and highlighted the budget work they completed with the finance team which focuses on Hyde's priorities for FY 22.

Ms. Sosa highlighted upcoming events including the Senior Leadership Retreat, Parent Celebration, and Longevity Celebration. Ms. Sosa also noted that the APPR will be due in July.

### **3. Finance Committee**

#### The Year 2020-21 Report

Mr. Trowbridge noted that a finance report for April YTD had been circulated to Trustees in advance of the meeting. Mr. Trowbridge provided a financial review of April 2021 and noted that the school's April revenue was favorable by \$102,000 and the year-to-date revenue is favorable by \$400,000. April expenses were unfavorable by approximately \$66,000 and year-to-date expenses were favorable by \$425,000. Mr. Trowbridge also reported that the YTD (through April) net surplus was favorable by \$825,000 and that all fiscal benchmarks were either good or excellent.

#### FY 2021-22 Budget Approval

Mr. Trowbridge noted that the FY 2022 Budget will be focused on recovery. Mr. Trowbridge noted that funding from new Federal Programs (Elementary and Secondary School Emergency Relief Fund and the American Rescue Plan) will be focused on re-opening, and sustaining safe operations, and addressing the impact of the pandemic on students, especially the social, emotional, and academic needs of students. Mr. Trowbridge reviewed ESSER & ARP Funding guidelines.

Mr. Trowbridge presented the operating budget for FY 2021-22 and noted that on May 20, 2021 the Board's Finance Committee met to review the budget and gave its approval. Mr. Trowbridge reported on the budget timeline noting that the federal funding was reviewed by the auditors and by the Finance Committee.

A motion was made, seconded, and unanimously approved by the Trustees present to approve the FY 2022 budget. The budget will be submitted to SUNY in advance of the June 30th deadline.

#### **4. Development Committee**

Ms. Hunsinger provided an update on the FY 2021 Fundraising Goals and noted that we have reached and will exceed our goal. Ms. Hunsinger highlighted recent events including the Food Assistance Event in partnership with Robin Hood Foundation and Food Bank of New York. Ms. Hunsinger discussed finishing the year strong and highlighted the following fundraising opportunities: Summer Programing, College Persistence Fund, and Class of 2021 Appeal

#### **5. Nominating Committee**

A motion was made, seconded, and unanimously approved by the Trustees to approve the nomination of John Espinosa as a Hyde Board Member.

#### **6. Any other business**

No comment

#### **7. Public Comments**

No comment

#### **8. Adjournment**

There being no further business, the meeting was adjourned at 7:57 PM.

Minutes prepared by Valarie Hunsinger and Stephen Trowbridge