Hyde Leadership Charter School
Trustees Meeting: Minutes
January 24, 2022
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler
Ruth Jarmul
Herb Kaplan
John Espinosa
Susan Fine
Susan Engel
Tony Stoupas
Deborah Dumont
Nick Ober

Trustees Not Present:

Also Present Via Video conference:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Valarie Hunsinger, Director of Development & Marketing
Sandra Sena, Executive Assistant to the Leadership Team
David Schatsky, Managing Director, Deloitte

The meeting began at 6:04 PM and Mr. Fixler presided. A quorum was present. Ms. Sosa introduced Sandra Sena, Executive Assistant to the Hyde Leadership Team. Mr. Fixler welcomed David Schatsky, Managing Director at Deloitte.

1. Approve minutes for December 20th, 2021

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the December 20, 2021 meeting.

2. Executive Director's Report

Ms. Sosa provided a COVID-19 update, noting that the first two weeks of school after the holiday break were remote due to an increase of COVID-19 cases. Ms. Sosa noted that in-person classes resumed on January 18th. Ms. Sosa discussed updated COVID-19 policies, including return to school/work guidelines, student and staff mask requirements, COVID-19 home test distribution, as well as an increase in random testing from 10% to 20%.

Ms. Sosa provided an update on our SUNY charter renewal application, noting that SUNY would visit on March 9th and 10th, and that a pre-visit call and board interview would be scheduled. Mr. Fixler stated that he will distribute a board self assessment to be completed before the board retreat on February 5th in preparation for the Board interview.

Ms. Sosa discussed updates on the rebranding process and included the SUNY name change notification document. Ms. Sosa noted that multiple domain names have been purchased in preparation for the name change. Ms Sosa also discussed the transfer period for the website, with the goal of having the former website redirect to the new rebranded website. Ms. Sosa highlighted the Core Values Committee which is working on refining our core values and signature practices. Ms. Sosa discussed looking into a rebranding consultant.

Ms. Sosa noted that the target enrollment date has been moved to June 30th, using the established school name and reputation for engagement, so that the rollover to the new brand will be smooth.

Ms. Sosa noted that talent recruitment has become a focus, now having a full time Talent Recruitment Director, with support. Ms. Sosa discussed the Director of Development and Marketing transition, noting that there are internal candidates being considered.

Ms. Sosa discussed the status of the school culture, with a focus on the Elementary School.

3. Finance Committee

Mr. Trowbridge acknowledged distributing a full financial report to the trustees in advance of the meeting. Mr. Trowbridge provided a year-to-date (YTD) financial review through December 2021 and noted that the school's YTD revenue was favorable by $3,279,000 (which includes $3,131,000 for recognition of PPP Loan forgiveness) and that the expenses were unfavorable by approximately $281,000. Mr. Trowbridge also reported that the YTD net surplus was favorable by $2,998,000, and that all SUNY fiscal benchmarks were either good or excellent. Mr. Trowbridge stated that the debt coverage ratio is 5.51 (budgeted at 1.32), which is a very high ratio due to recognition of PPP Loan forgiveness recognized in September 2021 and that the liquidity covenant is easily satisfied.

4. Development Committee

Ms. Hunsinger noted that her last day would be March, 31, 2022 and expressed gratitude for her 13 years at Hyde. Ms. Sosa thanked Ms. Hunsinger for her years of service and also discussed the transition plan highlighting internal candidates currently being considered.

Ms. Hunsinger highlighted Hyde's music and extra curricular activities. Ms. Hunsinger provided

an update on the fundraising goal, noting that we have raised 64% of our goal to date. Ms. Hunsinger reflected on goals for the next 6 months and included an outreach plan to engage current and prospective supporters. Ms. Hunsinger highlighted the upcoming Spring Social on April 28th at 7pm and inquired about auction/raffle items, sponsorship opportunities, and committee volunteers. Ms. Hunsinger highlighted a volunteer opportunity to create career & alma mater videos for a student career database. Ms. Hunsinger discussed the Bloomberg Philanthropy Initiative and New York Yankees Foundation.

5. Marketing Committee

Ms. Jarmul noted the focus on rebranding and recognized Mr. Ober's experience with rebranding. Mr. Ober discussed his experiences and shared some best practices. Mr. Ober noted that referrals are important when working with outside marketing agencies.

6. Nominating

No report

7. Any other business

The board retreat will be held on Saturday, February 5th, and take the place of the regularly scheduled Board meeting date for February.

8. Public Comments

Invited guest, David Schatsky thanked all for the invitation and for the information provided at the meeting.

9. **Adjournment**

There being no further business, the meeting was adjourned at 8:04 pm.

Minutes prepared by Sandra Sena and Stephen Trowbridge.

Hyde Leadership Charter School
Trustees Meeting: Minutes
February 28, 2022
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler	Susan Engel
Ruth Jarmul	Herb Kaplan
Deborah Dumont	Nick Ober
Susan Fine	

Trustees Not Present:

John Espinosa
Tony Stoupas

Also Present Via Video conference:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Valarie Hunsinger, Director of Development & Marketing
Maya Severns, Incoming Director of Development & Marketing.
Sandra Sena, Executive Assistant to the Senior Leadership Team
David Schatsky, Managing Director, Deloitte (prospective Trustee)

The meeting began at 6:03pm. Mr. Fixler presided. A quorum was present.

1. Approve minutes from January 24th meeting

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the January 24, 2022 meeting.

2. Election of David Schatsky as Trustee:

Election of David Schatsky - Nominated by Ruth Jarmul. Seconded by Susan Engel. Unanimously approved by the Trustees present. Trustee documents sent to Mr. Schatsky.

3. Executive Director's Report:

Ms. Sosa presented photos and events from the 100th day of school.
Charter Renewal application - Completed application was sent on Feb 16th and SUNY will visit 9th & 10th and school spaces are at their best. SUNY will meet with the Executive committee, teacher focus groups, parent focus groups and the Board via zoom.

Ms. Sosa reported that we meet all of SUNY's financial expectations.
Ms. Sosa reported that we are at a HS graduation rate of 90%. She also noted that student and staff retention rate had increased during the pandemic, currently at 83%. Ms. Sosa stated that focused areas of improvement are the exam rates in K-8, as well as on student centered learning and that we are thinking differently about co-teaching models.
Rebranding - A Public Hearing, which is part of the renaming approval process is scheduled for March 8th, where District 8 schools are invited. Ms. Sosa has prepared talking points, with the focus on what we have achieved and the name change will reflect being even more in touch with the community we serve. A consultant is being considered to help develop the social media strategy. Susan Fine offered to refer a media firm she has had positive experiences with.
Logo selection - Ms. Sosa presented 10 logo design options for Board approval. Ms. Sosa reported that both a word and illustration trademarks were filed with the goal of cohesion across all trademarks. The Board approved option #3
Covid Policies - updates. Mask optional protocols were discussed, and it was agreed to continue following DOE guidance, and letters will continue to be sent to families to keep them up to date.
Recruitment & enrollment - Ms. Sosa reported that we have partnered with a staff recruitment firm.

4. Finance Committee:

Mr. Trowbridge acknowledged distributing a full financial report to the trustees in advance of the meeting. Mr. Trowbridge provided a year-to-date (YTD) financial review through January 2022 and noted that the school's YTD revenue was favorable by $3,185,000 (which includes $3,131,000 for recognition of PPP Loan forgiveness) and that the expenses were unfavorable by approximately $422,000. Mr. Trowbridge also reported that the YTD net surplus was favorable by $2,763,000, and that all SUNY fiscal benchmarks were either good or excellent. Mr. Trowbridge stated that the liquidity covenant is easily satisfied. Waiting on approval of per pupil funding. Should be approved by the NYS soon.

5. Development Committee:

Ms. Sosa welcomed Maya Severns as Ms. Hunsinger's successor. Ms. Hunsinger provided a fundraising update noting that we had reached 65% of our goal. Ms. Hunsinger highlighted the upcoming Spring Social and requested assistance with sponsors, auction items, and committee participation. Ms. Hunsinger provided an update on upcoming foundation work. Ms. Sosa discussed a meeting about the Bloomberg Initiative with David Umansky of Civic Builders and he noted that the Bloomberg Initiative will look at new city wide programs. Ms. Sosa noted that Mr. Umansky recommended engaging the school construction authority for building concerns. Mr. Fixler noted that he will look into this.

6. Results of Board Self-Assessment:

Herb Fixler presented the results of the recently completed Board self assessment followed by a brief discussion.

7. Marketing Committee:
Ruth Jarmul is working while in transition from Valarie to Maya with rebranding being the current focus.

8. Facilities Committee:
Nick Ober -working on how to better utilize existing space for lower division through Building Council meetings and constructively working with community advocacy. Will establish facility 3 and 5 year goals.

9. Any other business:
Herb Fixler suggested that current Board assignments should be reevaluated; with the expansion of the Board to 10 members, there might be some realignment. Stephen Trowbridge stated that a shared drive for the Board is under construction.

10. Public Comments: NA

11.Adjournment: 7:57pm

Minutes prepared by Sandra Sena and Stephen Trowbridge.

Hyde Leadership Charter School
Trustees Meeting: Minutes
March 28, 2022
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler
Ruth Jarmul
Herb Kaplan
John Espinosa
David Schatsky
Susan Engel
Tony Stoupas
Susan Fine
Nick Ober

Trustees Not Present: Deborah Dumont

Also Present Via Video conference:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Valarie Hunsinger, Director of Development & Marketing
Maya Severns, Incoming Director of Development & Marketing

The meeting began at 6:04 PM and Mr. Fixler presided. A quorum was present.

1. Approve minutes for February 28th, 2022
A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the February 28th, 2022 meeting.

2. Executive Director's Report
Ms. Sosa provided rebranding updates. Ms. Sosa noted that SUNY approved the name change this month. Ms. Sosa noted that the Core Values & Signature Practice Committee has administered a survey for community feedback. Ms. Sosa discussed working with West End Strategies consultants to assist with rebranding including communications, frequently asked questions, and timeline development. Ms. Sosa noted the development of a branding style guide. Ms. Sosa discussed the domain name change and website construction. Ms. Sosa highlighted the final logo designs.

Ms. Sosa shared highlights from the SUNY charter renewal visit. Ms. Sosa shared that school culture, ICT in the elementary school, Special Education Case Management in the middle school,

and student-centered classrooms in high school as some of the highlights. Ms. Sosa noted K-12 alignment and integrated co-teaching as areas of growth. Ms. Sosa noted that there would be a public hearing on April 4th at 5:30 pm.

Ms. Sosa provided state retention updates, noting that 73% of offer letters have been returned. She noted that our average retention rate is high at 83%. Ms. Sosa presented anticipated retention by division. Ms. Sosa presented retention committee feedback including discussions around paid family leave, covering mental health costs, and exceeding DOE teacher pay. Ms. Sosa highlighted retention initiatives including Hyde's longevity bonus, faculty fellowship, a minimum wage increase, COVID-19 policies, benefits review (Optum, TIAA, Financial Finesse), and education stipends. Ms. Sosa discussed Relay Graduate School of Education including the Advanced Certification in SPED Program and Masters of Arts in Teaching program.

Ms. Sosa reviewed elementary school updates including new professional development opportunities related to schedule and curriculum changes. Ms. Sosa noted a focus on instructional leader presence and teacher prep time.

Ms. Sosa reviewed upcoming dates including the lottery, ELA state test, and spring break.

Ms. Engel inquired about summer learning opportunities, and Ms. Sosa noted that those programs are currently being developed and reviewed. Ms. Sosa noted challenges to the 730 Bryant Avenue building that will impact summer learning opportunities.

Ms. Jarmul inquired about admissions. Ms. Sosa provided an update on admissions including changes in timeline, process, and marketing.

3. Finance Committee

Mr. Trowbridge provided a year-to-date (YTD) financial review through February and noted that the school's YTD revenue was favorable by $3,002,000 (which includes $3,100,000 for recognition of PPP Loan) and that the expenses were unfavorable by approximately $559,000. Mr. Trowbridge also reported that the YTD net surplus was favorable by $2,442,000 (excluding PPP Loan we are favorable by $106,000) and that all SUNY fiscal benchmarks were either good or excellent.

4. Development Committee

Ms. Hunsinger highlighted the recent National Honors Society event. Ms. Hunsinger provided an update on our fundraising efforts, noting that we have raised 65% of our goal to date. Ms. Hunsinger reviewed the next steps for April through June. Ms. Hunsinger highlighted the

upcoming Spring Social and highlighted fundraising objectives and encouraged board members to invite their network. Ms. Hunsinger also requested auction items. Ms. Husninger reviewed upcoming activities. Ms. Hunsinger expressed gratitude for her time at Hyde and thanked the board for their support and commitment to our school community. Ms. Hunsinger encouraged everyone to dream big in order to give our students the best opportunities and resources.

5. Marketing Committee
Mr. Jarmul noted that the committee has been focused on rebranding. Ms. Jarmul noted that Mr. Schatsky would join the committee.

6. Facilities Committee
Mr. Stoupas noted that the Facilities Committee would meet this week and that he would report at the next board meeting.

7. Update on Open Meetings Law
Mr. Fixler discussed the NY Open Meeting Law and noted that the existing Executive Order will most likely expire on April 15th, requiring board meetings to revert back to in-person. For Hyde this would mean beginning with the April 25th meeting. Mr. Fixler noted that if board members are unable to attend in person, they may attend virtually and would need to notify Mr. Trowbridge so their location could be included in the board meeting notification.

8. Any other business
The board discussed strategic planning and discussed next steps, noting that Mr. Schatsky would work on a planning process proposal for the Board to review at an upcoming meeting.

9. Public Comments
No comment

10. **Adjournment**
There being no further business, the meeting was adjourned at 8:00 pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger.

Hyde Leadership Charter School
Trustees Meeting: Minutes
April 25, 2022
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler	Susan Engel
Ruth Jarmul	Tony Stoupas
Herb Kaplan	Susan Fine
John Espinosa	Nick Ober
David Schatsky	Deborah Dumont

Also Present Via Video conference:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Maya Severns, Director of Development & Marketing

The meeting began at 6:04 PM, and Mr. Fixler presided. A quorum was present.

1. Approve minutes for March 28th, 2022
A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the March 28th, 2022 meeting.

2. Executive Director's Report

Ms. Sosa reported an increase in positive COVID cases in the last week. James Merriman confirmed a 60 day extension to the open meeting law, and that extension may be extended further. 80% of high school students are vaccinated, as opposed to 10% for elementary students.

Ms. Sosa reported that our lottery was a success, despite issues across the state. She highlighted a modified admissions and enrollment process to help confirm offers of admission faster than in previous years. There are 136 available seats anticipated, including additional seats in 1st grade (26), which is different from in previous years, due to two sections of Kindergarten this year. 68% of families have accepted offers of admission. 100% have accepted offers of admission in the middle and high school divisions. The school anticipates retaining more 8th graders than ever before this year.

Ms. Fine and Mr. Espinosa inquired about the admissions process for students with disabilities. Ms. Sosa indicated that it is the same lottery process for all students and that the school has enrolled and graduated students with mild to severe disabilities. Families indicate whether their student has an IEP or 504 and the school confirms through ATS. Ms. Sosa stated that the school believes in its inclusion model and that what is good for students with disabilities is good for all students. The school has hired some of its own service providers and is therefore able to do more quality control. Additionally, some of the current responsibilities of Ms. Martin's role as K-12 Special Education Director are being disaggregated and incorporated into roles in each division so that Ms. Martin can better support the development of a stronger co-teaching model across divisions. In their recent visit, SUNY noted that the school has not yet realized a model where co-teachers are sharing responsibilities and using a wider range of co-teaching models. Mr. Fixler inquired whether Ms. Martin would continue to oversee special education in all divisions, which Ms. Sosa confirmed.

Ms. Sosa reported that anticipated staff retention is excellent. 92% of staff have returned offer letters, which indicate 83% retention. Ms. Sosa noted that the school has been able to promote from within for many roles, indicating the strong leadership potential of staff. Ms. Sosa indicated that additional leadership roles have been added for next year, including instructional coaches, an academic dean, and a Director of School Culture. Ms. Sosa anticipates that 95% of elementary staff will stay next year and over 90% of middle and high school staff. Ms. Sosa shared that the leadership team wants to ensure that teachers feel loved during Teacher Appreciation Week. Ms. Engel inquired whether there was anything the Board of Trustees could do. Ms. Sosa suggested that the staff would appreciate a letter signed by trustees.

Ms. Sosa provided a branding update, including meetings with consultants, outreach to contractual partners and vendors, and plans for the name change announcement. Mr. Fixler inquired as to the status of identifying new words and principles. Ms. Sosa stated that the Core Values and Signature Practices Committee would meet over the following month and that she anticipated being able to present a new set of values at the Board of Trustees meeting in May. Additionally, Ms. Sosa reported that a scrubbed version of the website would be ready to launch June 27th with further revisions anticipated in the future. Mr. Stoupas recommended a key deliverable update in May either in the Board of Trustees meeting or in the Executive Committee meeting, which Mr. Fixler seconded. Mr. Kaplan inquired whether the school would post an announcement before launching the new website. Ms. Sosa reported that the school planned to announce the name change with communications already drafted and then redirect users from the current website to the new website. Mr. Fixler suggested having "formerly known as" appear in documentation, which Ms. Jarmal seconded for continuity. Ms. Sosa reported that the school has engaged a consultant who will continue to work with us on our communication strategy. Mr. Kaplan stated that those who know the Hyde name will need a little more communication to

redirect and ensure they know we are still the same school. Mr. Schatsky suggested that "formerly known as" with a link to a public-facing letter would cover the school.

Ms. Sosa provided a charter renewal update. Ms. Sosa reviewed areas of growth for the school, including 3-8 test scores, college readiness indicators, and supporting students who do not graduate in four years to ensure that they do graduate. Ms. Sosa stated that the school has more work to do in disaggregating the data. Ms. Sosa reported that the school is applying for the Bloomberg funded Summer Boost grant and looking to create a robust summer program, including math, literacy, electives, and possibly connections to other nonprofits. Ms. Sosa stated that this grant will provide the school with more funding than ever before to do this work and that directors are working with their teams to create comprehensive summer school plans. Mr. Schatsky inquired whether summer plans were currently fully funded. Ms. Sosa stated that, as a result of ESSR and ARP dollars, the school has the means to implement a robust summer program regardless of Bloomberg funds. Mr. Ober inquired whether the Bloomberg funding announcement with Mayor Adams is indicative of a change in relationship between charter schools and the DOE. Ms. Sosa stated that it is understood that there is need everywhere, including charter schools. The benefit of being a charter school is that the school has the autonomy to do more. However, charter schools do not get additional per pupil funding for summer school. Consequently, charter school students are supposed to have access to DOE summer school. However, the reality is that charter school students are told they have to wait until DOE students claim seats. Mr. Trowbridge stated that there is a perception that charter schools have more funds. Mr. Fixler stated that charter schools have more control of their funding.

Lastly, Ms. Sosa shared highlights across divisions, including science every day in the elementary school, engaging designers to redesign classroom spaces, J-term planning in the middle school, and AP Capstone research presentations in the high school, which demonstrate students' ability to take a position and defend their ideas. Ms. Sosa shared that many students researched social justice issues that matter to them for their presentations.

3. Finance Report - CFO

Mr. Trowbridge provided a year-to-date (YTD) financial review through March and noted that the school's YTD revenue was favorable by $3 million, which reflects the amount of the PPP loan, and that the expenses were unfavorable by approximately $562,000. Mr. Trowbridge also reported that the YTD net surplus was favorable by $2.4 million and that all SUNY fiscal benchmarks were either good or excellent.

4. Development & Marketing Report - Director of Development & Marketing

Ms. Severns highlighted recent events across divisions, including the elementary hip hop battle, middle school students presenting in school meeting for Autism Awareness month, and high school students in the Agents of Change group presenting at a round table at The POINT with Congressman Ritchie Torres and Richard Spinrad, Executive Administrator of NOAA. Ms. Severns provided an update on our fundraising efforts, noting that we have raised 65% of our goal to date. Ms. Severns reviewed next steps through June to reach our fundraising goal of $380,000. Ms. Severns highlighted the details of the Spring Social and fundraising objectives. Ms. Severns encouraged Board Trustees to purchase their tickets and invite their networks. Ms. Severns reviewed upcoming Development and Marketing activities.

5. Board Committee Reports

Mr. Stoupas shared the major issues the Facilities Committee identified, namely the condition of the bathrooms at 730 Bryant Avenue and the reconfiguration of science and meeting rooms. Ms. Fine also stated that electrical issues were a major concern. Mr. Stoupas stated that he would investigate cost and possible funding opportunities for renovations. Ms. Fine recommended that we move forward with the strategic plan and volunteered to brainstorm ideas for expanding to Pre-K. Ms. Sosa reported that SUNY has not given us approval yet to expand to Pre-K and that the school would need to investigate how a possible expansion would impact space.

No other committees provided updates.

6. Any other business

Mr. Schatsky provided an update on strategic planning and suggested engaging a professional who has done strategic planning work in an educational context. Mr. Schatsky proposed that a professional he has identified present at the May or June Board meeting. Ms. Engel seconded Mr. Schatsky's recommendation. Ms. Jarmal and Mr. Ober seconded Ms. Engel's support. Ms. Sosa proposed that the Executive Committee meet to discuss Core Values and then bring their recommendation to the full Board. Ms. Dumont seconded Ms. Sosa's proposal.

7. Public Comments

No comment

8. **Adjournment**

There being no further business, the meeting was adjourned at 8:04 pm.

Minutes prepared by Stephen Trowbridge and Maya Severns.

Hyde Leadership Charter School
Trustees Meeting: Minutes
June 2, 2022
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler	Deborah Dumont
John Espinosa	Herb Kaplan
David Schatsky	Tony Stoupas

Also Present Via Video conference:

Celia Sosa, Executive Director
Karl Cesar, Director of Information Technology
Stephen Trowbridge, Chief Financial & Operating Officer
Maya Severns, Director of Development & Marketing

The meeting began at 6:04 PM, and Mr. Fixler presided. A quorum was present.

1. Approve minutes for April 25, 2022
A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the April 25, 2022 meeting.

2. Executive Director's Report
Ms. Sosa provided a rebranding update, including the school's official name announcement and how the new name would be communicated to all stakeholders.

The Board reviewed, discussed, and approved the new mission statement (see below) and the school's new six pillars: character, leadership, family, community, social justice, and curiosity.

Mission Statement:
Leaders In Our Neighborhood Charter School's mission is to develop the character of each student. We unite students, families, and teachers in helping each individual achieve their best academically, in sports, the arts, and service to the community. We believe that passion, self-discovery, leadership skills, and social conscience are the foundation for success in college and fulfillment in life.

Mr. Cesar provided an IT update related to rebranding, detailing data migration, email address changes, and the new domain. IT support will be available for staff during the transition.

Ms. Sosa provided an update regarding community safety and a community forum hosted at the high school that afternoon with the 41st precinct.

3. Finance Report - CFO
In the interest of time, Mr. Trowbridge reported that he would email the Board a budget update for the current fiscal year.

Mr. Trowbridge presented the proposed FY 2023 budget, which the Board discussed and voted unanimously to approve.

4. Development & Marketing Report - Director of Development & Marketing
Ms. Severns highlighted recent events across divisions, including the elementary school field day, elementary winners of the District 84 art competition, a book written by middle school students to raise awareness about mental health, and high school students who met with Congressman Ritchie Torres. Ms. Severns provided an update on our fundraising efforts, noting that we have exceeded this year's fundraising goal, due in large part to the Summer Boost grant awarded for summer school. Ms. Severns highlighted the successful fundraising efforts of the Spring Social, which exceeded the fundraising goal of $30,000. Ms. Severns reviewed upcoming Development and Marketing activities and the plan for rebranding communication.

5. Board Committee Reports
No committees provided updates.

6. Any other business
No other business

7. Public Comments
No comment

8. Adjournment
There being no further business, the meeting was adjourned at 8:15 pm.

Minutes prepared by Stephen Trowbridge and Maya Severns.

Leaders In Our Neighborhood Charter School
Board of Trustees Meeting: Minutes
July 25, 2022
830 Hunts Point Avenue, Bronx, NY 10474
(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler	Ruth Jarmul
Deborah Dumont	Nick Ober
Susan Engel	David Schatsky
Susan Fine	Tony Stoupas

Trustees Absent Via Video conference:

Herb Kaplan

Also Present Via Video conference:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Maya Severns, Director of Development & Marketing

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

1. Approve minutes for June 27, 2022
A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the June 27, 2022 meeting.

2. Executive Director's Report
Ms. Sosa shared community updates, including a recent food pantry co-hosted by LION, BAMM, and PS 48, school community walkthroughs, and LION's upcoming Back to School Block Party on September 17th.

Ms. Sosa provided an update on brand identity and communication to external stakeholders. She shared the LION signature practices in which students, staff, and families will participate.

Ms. Sosa provided an update on facilities, including parking lot security, equitable shared space planning, an upcoming building council meeting, and the redesign of all K-8 spaces.

A space survey and an electrical survey have been requested. Additionally, the DOE has conducted an inspection of the bathrooms to determine what is needed to make them ADA compliant.

Ms. Sosa reported that K-12 academic alignment is in process and includes streamlined lesson and unit plan expectations, professional development planning, schedules, and hiring processes.

Ms. Sosa provided academic comparison data. She noted that 8th grade regents scores exceeded the last two years of comparable data from 2017-18 and 2018-19. K-8 NWEA MAP growth projections met results exceeded the previous three years. However, the percentage of K-8 students meeting grade level norms in Spring 2022 decreased. High school students demonstrated an increase in college preparation indicators as compared to the previous four years. Ms. Sosa noted that 73% of students in the 2018 cohort earned AP scores of three or better. Graduation rates continue to exceed the district and city.

3. Code of Ethics/Conflict of Interest Policies
A motion was made, seconded, and unanimously approved by the Trustees present to approve the Code of Ethics/Conflict of Interest Policies document that was circulated to the Trustees prior to the meeting.

4. Finance Report - CFO
Mr. Trowbridge reported that the annual closing process for FY 2022 is well underway and should be completed by August 5th. He anticipates that the school will meet its budget. The Finance & Investment Committee has narrowed the list of investment manager candidates from five to three and will conduct final interviews in August/September. Mr Trowbridge also reported that the FY 2022 audit process will begin August 8th and the final due date for submission of the Board approved audit is November 1st.

5. Development & Marketing Report - Director of Development & Marketing
Ms. Severns provided an update on our fundraising efforts, noting that we have exceeded this year's fundraising goal, due in large part to the Summer Boost grant awarded for summer school. Ms. Severns shared the FY 2023 Fundraising Plan.

6. Board Committee Reports
Nominating Committee: Ms. Fine and Ms. Jarmul are exploring the option of partnering with BoardAssist to identify potential candidates for the Board of Trustees.

Development Committee: The Development Committee is seeking to help Trustees better know and understand the school. The Committee requested that additional staff members, such as the Family-School Partnership Coordinators, present at a future meeting to share specific programming updates. Mr. Fixler reminded Trustees to send their FY 2023 pledges to Ms. Severns.

7. Any other business
Mr. Fixler will send an email to Trustees with thoughts on a process for setting goals for the Board.

Ms. Sosa reported that the elementary and middle school divisions are fully hired and that only three unanticipated resignations occurred during the summer. She shared that the school is partnering with Relay to help teachers gain certification.

Mr. Trowbridge reminded everyone to take note of Board meeting dates for the year (4th Monday of each month, unless changed due to holidays:

- July 25
- August 22
- September 19
- October 17
- November 28
- December 19
- January 23
- February 27
- March 27
- April 24
- May 22
- June 26

8. Public Comments
No comment

9. Adjournment
There being no further business, the meeting was adjourned at 7:57 pm.

Minutes prepared by Maya Severns and reviewed by Stephen Trowbridge

LION LEADERS IN OUR NEIGHBORHOOD CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Ave
Bronx, NY
August 22, 2022– 6:00 PM
(Held Remotely)

1. **Approve minutes from July 25th meeting**
2. **Nominating Committee - Trustee nomination**
3. **Executive Director's report**
4. **Finance report – Chief Financial Officer**
5. **Development report – Director of Development & Marketing**
6. **Board committee reports**
7. **Any other business**
8. **Public comments**
9. **Adjournment**

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
August 22	December 19	April 24
September 19	January 23	May 22
October 17	February 27	June 26

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

NOTICE

The LION Charter School
Board of Trustees
will meet
Monday, August 22, 2022 (6pm)

Meeting to be Held Remotely at:

211 Central Park West, Apt 7K, New York, NY 10024
3701 Henry Hudson Parkway, Apt 6D, Riverdale, NY 10463
28 Flying Cloud Road, Stamford, CT 06902
415 East 52nd Street, Apt 8GC, New York, NY 10022
715 Village Lane, Orient, NY 11957

Zoom Details:

Join Zoom Meeting
https://lioncharterschool-org.zoom.us/j/84825140615?pwd=UHFacWhWU2tiMjVKQ0RsOVRZWmZyQT09

Meeting ID: 848 2514 0615
Passcode: 691168

Leaders In Our Neighborhood Charter School Board of Trustees Meeting: Minutes

August 22, 2022

(meeting held by video conference)

Trustees Present Via Video conference:

Herb Fixler
Ruth Jarmul
Deborah Dumont
Nick Ober
Susan Engel
David Schatsky
Tony Stoupas
Susan Fine
Herb Kaplan

Also Present Via Video conference:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Maya Severns, Director of Development & Marketing
Keveney McCrillis, Executive Assistant to the Senior Leadership Team
Corrina Myers, here as a member of the public
Tom Sturtevant, nominated member of LION's Board of Trustees

The meeting began at 6:04 PM, and Mr. Fixler presided. A quorum was present.

1. Approve minutes for July 25, 2022

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the July 25, 2022 meeting.

2. Nominating Committee - Trustee Nomination

Herb Fixler led a discussion about the possible nomination of former Executive Director Tom Sturtevant to the LION board. Herb Fixler then opened the discussion to questions and comments from those present.

Herb Fixler asked if board members were prepared to vote on his nomination - unanimous agreement that the board was ready to vote. Herb Fixler called for a motion to vote on the addition of Tom Sturtevant to the Board. It was seconded. A vote was taken. Unanimous approval to add Tom Sturtevant to LION Charter School's Board of Trustees.

Tom Sturtevant then joined the video call. A discussion was opened about announcing his appointment. Celia Sosa said she would inform the Senior Leadership Team.

Herb Fixler opened a discussion about the "Give or Get" fundraising expectation per

board member. Tony Stoupas proposed an updated "Give or Get" fundraising expectation for board members. Herb Fixler seconded. A vote was taken with a unanimous approval.

3. Executive Director's Report - Celia Sosa
Celia Sosa shared about the LION 101 - a new faculty retreat and changes made this year.

Staff members returned to LION last week.

Celia Sosa shared out the number of current vacancies and how we are supporting division directors in filling positions.

Celia Sosa shared out the rebranding efforts LION has undertaken.

Reminder was given about the Back to School night.

Overview was given of inclusion goals and how we are meeting them.

Celia Sosa gave a COVID-19 update indicating the shifts in guidance recently from CDC and DOE.

Celia Sosa gave a facilities update including the need to repair facilities at 730 Bryant.

Herb Fixler reminded us that we want to invite other members of the LION team to the upcoming board meeting.

Herb Kaplan recommended that we document our story. Tony Stoupas suggested a ½ day board orientation meeting for new members. Celia Sosa suggested that the board participate in some of the LION signature practices.

4. Finance Report- CFO - Stephen Trowbridge
Stephen Trowbridge updated the board that we are in the midst of planning for the finalist interviews for firms bidding to help in our redesign project.

Stephen Trowbridge reviewed the audit dates and schedule.

Stephen Trowbridge gave highlights on the Financial Results for FY 21-22.

5. Development & Marketing Report- Director of Development & Marketing - Maya Severns
Maya Severns reported on some of the positive outcomes of our Spring Social event. Then she shared our yearly fundraising goals and where we were performing so far in the 2023 fiscal year.

Maya Severns shared out a grant update as well as recent and upcoming grant activities.

6. Board Committee Reports
Herb Fixler shared out that the nominating committee already gave it's report.

Ruth Jarmal shared out that the marketing and development committee will give their update soon.

Tony Stoupas reported out that the Facilities committee will follow up in the next two weeks; Stephen Trowbridge circulated the facilities report before this meeting.

David Schatsky proposed that all committees give similar reports before our meetings as they are very helpful.

Deborah Dumont shared out that the education committee met and are focused on looking at census data.

7. Any other business
Our September Board Meeting is now September 19th, moved from the original date: September 26th.

8. Public Comments
No comment

9. Adjournment
There being no further business, the meeting was adjourned at 8:06 pm.

Minutes prepared by Keveney McCrillis and reviewed by Stephen Trowbridge

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

NOTICE

The LION Charter School
Board of Trustees
will meet
Monday, September 19, 2022 (6 PM)

Meeting to be Held at:

830 Hunts Point Ave., Bronx, NY 10474
3701 Henry Hudson Parkway, Apt 6D, Riverdale, NY 10463

Zoom Details:

Join Zoom Meeting
https://lioncharterschool-org.zoom.us/j/84825140615?pwd=UHFacWhWU2tiMjVKQ0RsOVRZWmZyQT09

Meeting ID: 848 2514 0615
Passcode: 691168

LION LEADERS IN OUR NEIGHBORHOOD CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Ave
Bronx, NY
September 19, 2022– 6:00 PM

1. **Approve Minutes from the August 22nd Meeting**
2. **Executive Director's Report**
3. **Discussion with FSP Coordinators and Directors of School Culture on how we engage with LION families**
4. **Finance Report – Chief Financial Officer**
5. **Development Report – Director of Development & Marketing**
6. **Board Committee Reports**
7. **Special Board Meeting October 15**
8. **Any Other Business**
9. **Public Comments**
10. **Adjournment**

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
August 22	December 19	April 24
September 19	January 23	May 22
October 17	February 27	June 26

Leaders In Our Neighborhood Charter School

Board of Trustees Meeting Minutes

September 19, 2022

(meeting held at 830 Hunts Point Ave, Bronx, NY and 3701 Henry Hudson Parkway, Apt 6D, Riverdale, NY)

Trustees Present:

Herb Fixler
Ruth Jarmul
Nick Ober
David Schatsky
Tony Stoupas
Herb Kaplan

Trustees Present Via Video conference:

Susan Engel
Thomas Sturtevant

Trustees Absent:

Susan Fine
Deborah Dumont

Also Present:

Celia Sosa, Executive Director

Stephen Trowbridge, Chief Financial & Operating Officer

Maya Severns, Director of Development & Marketing

Keveney McCrillis, Executive Assistant to the Senior Leadership Team

Christine Moloughney - Froman, Marlla Torres, Tiffany Mayol, Elizabeth Hittenmark, Yashika Walker, Davina Davis, and Yris Moran - members of the LION team

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

1. Approve Minutes from the August 22nd Meeting

Herb Fixler presided. A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the August 22, 2022, meeting.

2. Executive Director's Report

Celia Sosa reported families were in the building for our Back to School event, which went very well. Celia reported on our discipline manual, including changes and how we are working on this with our lawyer and Directors of School Culture. The Discipline Manual will be ready for review at the October Board meeting. Celia sought approval for a board resolution to take necessary action to request an impartial hearing or injunctive relief for a LION student per the recommendation of our lawyer.

Herb Fixler proposed to resolve the authorization of Celia Sosa as the Executive Director to take all necessary actions as guided by the legal counsel. This motion was seconded and then unanimously approved by all voting members.

Celia reported on average class size and class size range in response to the new newly passed state legislature regarding class size.

Celia discussed the APPR and our goals. State assessment scores are still embargoed, so she could not report on our performance. David Schatsky asked about the purpose of the embargo. Celia explained.

3. Discussion with FSP Coordinators and Directors of School Culture on how we engage with LION families

Yris Moran discussed how we engage and support our families and staff to work with families. This includes our retreats, events, and meetings that promote social-emotional growth for all. Susan Engel asked about attendance. Yris reported out. Tiffany Mayol shared-out about Family Discovery Nights - a time for self-reflection. Marlla Torres spoke about a family retreat last year. Christine Moloughney-Froman spoke about our monthly family nights. Susan Engel asked about attendance for these events. Yris reported out. Yashika Walker spoke about High School family orientation, college trips, and College Signing Day. Marlla Torres spoke about the importance of community partnerships along with family and school partnerships and the efforts we are taking to partner with the community. Elizabeth Hittenmark spoke about the work we are doing to help unhoused families as well as our partnership with the 41st precinct and Urban Health. Tom Sturtevant asked whether we are doing enough if we need more resources, and how we know. Tiffany Mayol responded. Tony Stoupas asked what the board could do to help. Yashika Walker responded. Herb Kaplan gave thanks to the team. Herb Fixler agreed. Davina Davis spoke about how our students do some of the same work in weekly LION Pride groups and school meetings. Tony Stoupas asked what call of action we should take. Herb Fixler suggested we should focus more on the family partnership portion of our school.

4. Finance Report – Chief Financial Officer

Stephen Trowbridge went over our Summer Boost program and the purchasing that happens in July and August. He discussed state and federal budgeting as it compares to

our budget currently. Stephen discussed the expense report and, specifically, the personnel line of our expenses. He summarized our current enrollment in relation to the budget. Stephen reported our audit schedule and that we are currently on track. We will vote on the approval of our financial statements at the October meeting.

5. Development Report – Director of Development & Marketing

Maya Severns highlighted some individual and corporate donations. She reported on some of the new grants we've received. Maya then shared out the grants and marketing projects that are in the works.

6. Board Committee Reports

The facilities update was shared by Celia Sosa, including our recent work on pest control. She indicated the timeline for the completion of the building repairs is still to be determined.

5. Special Board Meeting October 15

There will be an obligatory special meeting from 9 AM - 1 PM on Saturday, October 15th. We aim to circulate a data package, including a SWOT analysis, before this meeting.

7. Any Other Business

None

8. Public Comments

None

9. Adjournment

There being no further business, the meeting was adjourned at 8:19 pm.

Minutes prepared by Keveney McCrillis and reviewed by Stephen Trowbridge

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

NOTICE

The LION Charter School Board of Trustees will meet

Saturday, October 15, 2022 (9 AM)
Meeting to be held at:

679 West End Ave.
New York, NY
10025

Monday, October 17, 2022 (6 PM)
Meeting to be held at:

830 Hunts Point ave
Bronx, NY
10474

120 E 75th st
New York, NY
10021

28 Flying Cloud rd
Stamford, CT
06902

18 Goodfriend Dr.
East Hampton, NY
11937

Galileistraat 125
2561 TB The Hague
Netherlands

Zoom Details:

Join Zoom Meeting
https://lioncharterschool-org.zoom.us/j/84825140615?pwd=UHFacWhWU2tiMjVKQ0RsOVRZWmZyQT09

Meeting ID: 848 2514 0615
Passcode: 691168

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Ave
Bronx, NY
October 17, 2022– 6:00 PM

1. **Approve minutes from September 19th meeting**
2. **Audit Report - Marks Paneth (approx. 30 minutes)**
3. **Executive Director's report**
4. **Finance report – Update on investment account - Chief Financial Officer**
5. **Development report – Director of Development & Marketing**
6. **Board committee reports**
7. **Thoughts/reflections on special board meeting**
8. **Any other business**
9. **Public comments**
10. **Adjournment**

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
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LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

Minutes for the Board of Trustees Meeting that took place at 830 Hunts Point Ave, Bronx, NY on October 17, 2022

Trustees Present:

Herb Fixler
Nick Ober
Susan Engel
Herb Kaplan

Trustees Present Via Video conference:

Tony Stoupas
Thomas Sturtevant
Deborah Dumont

Trustees Absent:

Susan Fine
David Shatsky
Ruth Jarmul

Also Present:

Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Maya Severns, Director of Development & Marketing
Keveney McCrillis, Executive Assistant to the Senior Leadership Team
Two members of the public

The meeting was called to order at 6:01 by the Chairman of the Board, Herb Fixler.

A motion to approve minutes from the September 19th meeting was made by Board Chair, Herb Fixler. It was seconded by Herb Kaplan and approved unanimously.

Matthew Estershon and Xixi Dong from CBIZ Marks Paneth joined us via zoom at 6:15 pm. This is their third year acting as our auditor. They reported they've seen some stress and delays in the audit process but didn't see those things here with LION. They reported that they merged recently, and that should prove positive for the next few years when there will be shifts in technology. There was nothing to report to the board about disagreements with the management of LION. They typically have best practices recommendations, after year three, their recommendations have been cleared, so there is nothing to report this year. The auditors offered an executive session without management if the board would like one. All present agreed that was not needed. Herb

Fixler asked about the debt-equity ratio. Stephen Trowbridge thanked our Comptroller, Leslie Rich, for their hard work as well as the Auditors. Matthew and Xixi left the meeting at 6:40. Stephen asked for a motion to approve the audit and accept the audited financial statements. Herb Fixler made that motion, it was seconded by Nick Ober, the board voted and unanimously approved the audit.

Celia Sosa gave the Executive Director's report, sharing out the notes she took at the state of the charter school center meeting. She mentioned the teacher pay scale and that the UFT hasn't negotiated its contract with the DOE, if it did we would likely need to increase the teacher salaries. Celia suggested we put a policy in place, which we do not have currently, that delineated what we pay teachers based on factors the leadership team sees as important. Celia said she and the Executive Assistant, Keveney McCrillis, would work to put together that proposal along with the K-8 and former HS data managers' help. Celia then looked at our NWEA data. A board member asked about the test-taking stamina. A board member asked about how students are being prepared for the exam. Celia spoke about how we need to build buy-in to not only these tests but also the K-8 state exams as well. The Academic Leadership Team across divisions are thinking in a granular way about the changes we need to make to improve the state exam scores. These data-driven practices are going to evolve. A board member asked about college readiness scores and then asked for an evening where we focus on the HS and the college readiness measures.

Celia then shared out the percentage of proficient teachers in each division based on the Danielson Rubric. A board member asked about these numbers over time, and we do not have that data. A board member asked if the raters were calibrated. Celia said this is something that needs to be addressed and is being addressed.

Celia then shared some of what the senior leadership team is seeing and talking about in meetings, including a wider range of students with disabilities and teacher absences.

Celia shared the family events currently on the calendar.

Marlla Torres, a member of the public, shared about laundry night and J Term at the middle school. The board committed to helping in any way the leadership team felt would be beneficial.

Stephen Trowbridge, CFO/COO, gave his finance report. He stated we are in the middle of the calendar of spending the ESSER/ARP funds awarded under the federal grants.. He explained these are temporary funds and we will be coming back down off of that spending curve as we no longer have the federal funding. Stephen is working with Leslie and Celia to ensure we have the right human resource plan to minimize any negative impact on academic programs. We should decide, based on our strategic plan, what we want to fund with our reserves. Stephen reminded us that to remain buoyant, we have to work in tandem with our reserve spending and current funding.

Maya Severns, Director of Development & Marketing, gave her Development report. She

shared information about the upcoming Spring Social and the donations we still need. She then spoke about Giving Tuesday and the areas we will focus on. She asked that the board reach out to their network.

Herb Fixler, Chairman of the Board, asked if there were any board committee reports.

The Facilities committee reported the RFP for the project manager (for the classroom redesign project) was submitted for review and will be edited. Also that a letter to Representative Salamanca about the exterior project was drafted and sent. Phase one of the playground redesign project was approved.

The finance and investment committee met and made a decision about who they would like to employ to handle an investment portfolio. Stephen Trowbridge explained the committee's lengthy process in doing so, which started with investigating six investment firms, interviewing three, and ultimately voting on and unanimously choosing Neuberger Berman. Herb Fixler said there is time to determine the amount of money we invest because the firm hasn't been engaged in a contract yet.

The marketing committee met and discussed the feedback they received to look at bus shelter ads and other materials from competitors. They committed to having a one-pager to the board by the end of the week. They reported also working on recruitment materials which they will provide shortly.

Herb Fixler asked if there were thoughts/reflections on the special board meeting on October 15th. All present agreed it was a positive and structured experience.

Herb Fixler asked if there were any public comments. There were none.

Herb Fixler made a motion to adjourn at 8:02 PM. This motion was seconded by Herb Kaplan. There was a unanimous vote in agreement to adjourn.

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
August 22	December 19	April 24
September 19	January 23	May 22
October 17	February 27	June 26

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

NOTICE

The LION Charter School
Board of Trustees
will meet
Monday, November 28th, 2022 (6 PM)

Meeting to be Held at:

830 Hunts Point Ave., Bronx, NY 10474
1111 Bagby Street, Houston, TX 77002
28 Flying Cloud Road, Stamford, CT 06902
120 E 75th Street, New York, NY 10021

Zoom Details:

Join Zoom Meeting
https://lioncharterschool-org.zoom.us/j/84825140615?pwd=UHFacWhWU2tiMjVKQ0RsOVRZWmZyQT09

Meeting ID: 848 2514 0615
Passcode: 691168

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Ave
Bronx, NY
October 17, 2022– 6:00 PM

1. **Approve minutes from September 19th meeting**
2. **Audit Report - Marks Paneth (approx. 30 minutes)**
3. **Executive Director's report**
4. **Finance report – Update on investment account - Chief Financial Officer**
5. **Development report – Director of Development & Marketing**
6. **Board committee reports**
7. **Thoughts/reflections on special board meeting**
8. **Any other business**
9. **Public comments**
10. **Adjournment**

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
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LION LEADERS IN OUR NEIGHBORHOOD CHARTER SCHOOL

Board of Trustees Meeting Minutes
November 28, 2022

Trustees present in person:
Herb Fixler
Herb Kaplan
Ruth Jarmul
Nick Ober

Trustees present on video:
Tony Stoupas
David Schatzky
Susan Engel

Trustees present but not in quorum:
Deborah Dumont

Trustees absent:
Susan Fine
Tom Sturtevant

Also in attendance:
Lex Zain, Chief Academic Officer
Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial & Operating Officer
Maya Severns, Director of Marketing and Development
Keveney McCrillis, Executive Assistant to the Senior Leadership Team

Chairman of the Board, Herb Fixler, called the meeting to order at 6:06 PM. Then, made a motion to approve the minutes from the October 15th and October 17th board meetings. Ruth Jarmul seconded the motion. There was a unanimous vote to approve both meeting's minutes.

Executive Director, Celia Sosa gave her report. She shared the supplemental data report that we shared with SUNY's charter renewal board. We will hear on December 6th what the outcome will be from SUNY. She shared-out the average scores in ELA and Math during our current charter term. A board member mentioned that we need to be mindful of how we present this data to SUNY's charter renewal board.

Celia shared-out the upcoming reduction targets for our budget as we prepare for pre-pandemic revenue. Celia mentioned our general counsel suggested that we make a general announcement to be clear about why we are making these personnel cuts.

Celia reviewed the academic performance plan she has worked on with Lex Zain and the Academic Leadership Team. There have been a number of changes that were highlighted in the report, including, departmentalizing 3rd and 4th grade to align assignments to capacity. She also shared that all tested grades will be housed under the MS leadership team and that K-2 academic leaders have been aligned to either Math or ELA. A board member said they understood from our last meeting that the board would be presented with a plan/package that correlates to the strategic plan, and they would discuss the broad plan and sign off on progress monthly/quarterly based on milestones as well as give financing to what needs financing. Celia said that the leadership team is confident in the drafted goals they have put together. A board member said that the board is willing to fund some things for LION and that needs to be a proposal and suggested that the leadership team takes a step back. The chairman of the board read from the notes of our October 15th strategic planning meeting and agreed we took steps towards meeting the board's expectations on drafting an academic strategic plan but aren't fully there. Celia agreed to share the goals that they have proposed and come up with an action plan for the board. A board member again asked what we might need funding for. Celia mentioned the classroom redesign project.

Celia spoke about the Student Discipline Handbook and Relay Tuition Reimbursement Policy which were both shared before the meeting.

Celia mentioned that on a Saturday, two cinder blocks fell off the wall into a PS 352 classroom. LION called and scheduled a meeting with the lead project manager of the SCA. A board member asked if DOB was notified. Celia said she wasn't sure but believes the next step is to go to our councilman's office.

Celia shared that we are working with our FSP coordinators to bring more families to our events.

A board member asked about Relay graduate school which we partner with. Lex shared that this is a teacher prep program we use to attract teachers. At the end of the program, teachers receive a master's and/or teaching certificate. A board member asked about the outcomes of this program. Celia pointed them to our relay tuition agreement.

Stephen Trowbridge reported on the financial results of this year (YTD) and referenced the reports he shared last week with the board. He pointed the board to the budget re-forecast made for the end of the year. He said the numbers won't be easy to hit, but he is confident in our budget. He mentioned some of the personnel restructurings Celia shared earlier will help us in the long run. A board member asked about one-off events that made our budget unfavorable. Stephen responded with several examples.

Stephen Trowbridge asked for a board resolution on the interest rate SWAP for the high school building, which will give us a synthetic fixed rate. We have to do this because of the sale of Compass bank, our original bank, to PNC; so this interest rate swap needs to be "re-papered" to accept SOFR index as the new benchmark. The Chairman of the Board motioned for a vote to adopt the resolution, Tony Stoupas seconded the vote, and it was unanimously approved. Stephen Trowbridge then asked for a board resolution to establish an investment account to authorize the school and specifically Herb Fixler, Stephen Trowbridge, and Celia Sosa to set up an investment account. Deborah Dumont motioned for a vote to adopt the resolution set forth, Chairman of the Board, Herb Fixler, seconded it, and it was unanimously approved. Stephen then informed the board that we are required to publicly post our safety plans on the website, and asked for questions or comments on the school safety plan document shared before the meeting. There were none.

Maya Severns gave her Development and Marketing Report and called attention to several wonderful community events that happened recently. A board member asked

about the state of the auditorium remodel. Celia shared that the DOE covered the cost of new technology and projection for the library. We are able to be in that space because of the repairs that happened to the ceiling and lighting. Maya called out that we are looking good in a number of fundraising categories; our fall social met our goal, and over 100 people attended. Maya said that for the Spring, we hope to have a more robust offering. Maya then asked if there was anything the board needed for their networks for giving Tuesday tomorrow. No one mentioned that they needed anything beyond the email sent today and what will be sent tomorrow morning via email and social media. Maya shared that a board member has offered to host an event at her home for friends of board members that you want to re-engage, a friendraiser, then we would have an open house to follow. The board chair suggested we only engage new donors for this friendraiser. Another board member suggested that we keep it open, and the board members suggest their own lists. Most board members agreed they would be able to provide a list, and Maya asked that they email Ruth and Maya with those names. Maya shared that there is an upcoming associate board meeting to discuss our fundraiser: LIteracy and Libation.

Chairman of the Board, Herb Fixler, asked if there were any committees that met and if they would share out. The marketing committee said they are not moving forward with the outdoor initiative discussed previously. A google ad will be worked on with our marketing consultant. They also shared out that Schola came to the school to film two promotional videos for the school. Maya has done some research on how to improve the rankings on some of the websites that compare schools.

The Chairman of the board asked if there was any further business to discuss. He then suggested that early on in LION's founding, the board discussed whether they should be a supporting organization to which donations can be made or if donations should be made directly to the school. He's been thinking about it again because in our loan covenant, we have restrictions on what we can spend. If we were a supporting organization, then we could earmark funds for specific projects. There are charter schools that have supporting organizations. He discussed the subject with Alison Radicki who is our Bond Council. She's looked at the bond documents. He asked if anyone had

questions about this topic, what a supporting organization is, what would be involved, etc. A board member asked what type of spending can't make now. Stephen Trowbridge said this would only affect charitable donations. It would not encumber any charitable contributions. A board member suggested that we take this question up in the Finance Committee and bring a recommendation to the board. It was agreed that we would do this. A board member asked that we research how this would affect our corporate donations. A board member asked the Marketing and Fundraising committee to think through how this would affect how we ask for donations. Herb will send out more information to everyone, and we will take it up with the Finance Committee.

The chairman of the board suggested that we start thinking about the January retreat and let him know what Saturdays in January do NOT work. Keveney will send out a poll to ask the group.

The chairman asked if there were any public comments, but there were none.

The chairman of the board asked for a motion to move into executive session, Susan Engel motioned, and Tony Stoupas seconded. The motion passed unanimously, and the board moved into an executive session to discuss the Executive Director's compensation.

The chairman of the board motioned for the meeting to be adjourned after the executive session at 8:05 pm. The motion was seconded by Ruth Jarmul and unanimously approved.

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
August 22	December 19	April 24
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October 17	February 27	June 26

LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

NOTICE

The LION Charter School
Board of Trustees
will meet
Monday, December 19th, 2022 (6 PM)

Meeting to be Held Virtually

Zoom Details:

Join Zoom Meeting
https://lioncharterschool-org.zoom.us/j/84825140615?pwd=UHFacWhWU2tiMjVKQ0RsOVRZWmZyQT09

Meeting ID: 848 2514 0615
Passcode: 691168

LION LEADERS IN OUR NEIGHBORHOOD CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Ave
Bronx, NY
December 19, 2022– 6:00 PM
Meeting: Remote (Zoom)

1. **Approve minutes from November 28th meeting**
2. **Executive Director's report**
3. **Finance report - Chief Financial Officer**
    - **Report on financial results**
    - **Update on novation of interest rate SWAP**
4. **Development report – Director of Development & Marketing**
5. **Board committee reports**
6. **Any other business**
7. **Public comments**
8. **Adjournment**

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
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LION LEADERS IN OUR NEIGHBORHOOD
CHARTER SCHOOL

Board of Trustees Meeting Agenda
December 19, 2022
The meeting was held remotely on Zoom

Board Trustees in attendance:
Tony Stoupas (acting as chairman)
Tom Sturtevant
Ruth Jarmul
Deborah Dumont
David Schatsky

Board Trustees absent:
Susan Engel
Nick Ober
Herb Fixler
Herb Kaplan
Susan Fine

Also in attendance:
Celia Sosa, Executive Director
Stephen Trowbridge, Chief Financial and Operation Officer
Lex Zain, Chief Academic Officer
Maya Severns, Director of Marketing and Development
Keveney McCrillis, Executive Assistant to the Senior Leadership Team

The meeting was called to order at 6:12 by Tony Stoupas, acting as chairman in Herb Fixler's absence. We couldn't approve the minutes because we didn't have a quorum.

We moved right into the Executive Director's Report given by Celia Sosa. She reminded everyone that we were renewed for a full charter term. We will be monitored by two qualitative site visits, one in year two and one in year four. Celia then reviewed the academic strategic plan document that was shared before the meeting. Tony Stoupas recommended we go into detail later when we have more board members available to give feedback and review.

Tony Stoupas asked for interim goals that the board can track and be measurable. Deborah Dumont asked if we should review once a quarter or semi-annually. Tony agreed there should be a dashboard we can reference to check in on the progress toward goals. Celia committed to working with the Education Committee on a dashboard to track data. Tony asked that the Education Committee decide which academic goals are relevant for the board to look at and track.

Celia reported that after board feedback last month, the offer letter timeline was pushed back to mid-February. She shared that we are looking at attracting and retaining talent by comparing our pay and benefits with the other charter schools and the DOE and then looking at that data. Celia discussed a serious issue, a recent uptick in violence in the neighborhood

against staff members. We discussed asking for an increase in police presence and other possible solutions. Celia noted that our student and family handbook was recently revised and sent for translation to align us better K-12. She then spoke about the project we are working on with Deloitte and the Step Up NYC team. Celia announced that the School Construction Authority project currently happening at 730 Bryant might close down that building for the summer. There will be more information about this next month. LION plans to participate in the Charter Center's advocacy day in January. The board discussed the importance of this. Celia then shared that the number of staff members with COVID and out sick has increased.

Stephen Trowbridge gave his Finance Report. He reported that although we were currently slightly unfavorable on expenses, we are forecasting that we are on track to make our budget at the end of the fiscal year. Stephen then shared that he and Celia met to finalize the interest swap, and it was done and now closed.

Maya Severns then gave her Development and Marketing Report. She shared some social media posts which were recently designed. Then shared that we were at 90% of our goal at the end of the calendar year. Maya said the team is pushing forward to meet our goals in all categories. She shared some positive news from the Giving Tuesday campaign. She spoke about our annual appeal and the materials the board was provided to assist in this appeal, then discussed other upcoming events and activities. She shared that Schola has sent us a short promotional video they shot, and they will, later on, create a longer video we can use.

Tony then asked our board committees to share out. Stephen Trowbridge shared out a facilities committee update, including the installation of a partition in the gym and a sample resurfacing tiles in the men's bathroom. Stephen shared that the Finance Committee would be meeting in early January. The Education Committee had previously shared out during the Executive Report.

Tony Stoupas asked for other business, but there was none. He then asked if there were any public comments, but there were none.

Tony Stoupas discussed a possible later date for our annual board retreat since not everyone can attend the original proposed date. He will discuss this with Herb Fixler and get back to everyone.

Tony Stoupas motioned to adjourn the meeting at 7:20. Deborah Dumont seconded. It was unanimously approved, and the meeting was adjourned.

Board of Trustees Meeting Schedule - 2022-23

July 25	November 28	March 27
August 22	December 19	April 24
September 19	February 4**	May 22
October 17	February 27	June 26

** Board retreat