LION LEADERS IN OUR NEIGHBORHOOD CHARTER SCHOOL

July Board Meeting Agenda
July 24th, 2023, at 6:00 PM

Meeting to be held at 830 Hunts Point Avenue, Bronx, NY 10474

415 East 52nd Street, New York, NY 10022
715 Village Lane, Orient, NY 11957
670 West End Avenue, New York, NY 10025
320 Mattice Road, Hobart, NY 12167
127 Duran Street, Santa Fe, New Mexico 87501
https://lioncharterschool-org.zoom.us/my/mccrillis

Board of Trustees Meeting Schedule - 2023-24 School Year

July 24th	August 28th	September 18th	October 23rd
November 20th	December 18th	January 22nd	February 26th
March 25th	April 15th	May 20th	June 24th

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1. **Vote on June Board Meeting Minutes (5 Mins)**
2. **Board Chair Updates (15 mins)**
   - **Introduce the proposed (draft) calendar of meetings for 23/24 school year**
   - **Board Committees**
3. **Executive Director's Report (30 mins)**
4. **Finance Report (15mins)**
   - **2022-2023 Budget Closing**
5. **Development and Marketing Report (10mins)**
   - **2023-2024 Fundraising Plan**
6. **Committee Meeting Reports (10mins)**
7. **Other Business/Feedback (15 mins)**
8. **Public comments**
9. **Adjournment**

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July Board Meeting, July 24, 2023

Board Members Present: Herb Fixler Tony Stoupas Ruth Jarmul Deborah Dumont Nicholas Ober David Schatsky Susan Fine **Board members not in attendance:** Herb Kaplan	**Others in Attendance:** Celia Sosa, Executive Director Lex Zain, CAO Stephen Trowbridge, CFO/COO Maya Severns, Director of Development and Marketing Keveney McCrillis, Executive Assistant to the Senior Leadership Team **Board members attending as members of the public:** Tom Sturtevant Susan Engel

Tony Stoupas, Chairman of the Board, called the meeting to order at 6:01 pm. We had a quorum, so Tony Stoupas called for a motion to approve the June minutes. Ruth Jarmul seconded the motion. The June minutes were approved unanimously. Tony then shared some feedback he had about the areas of focus during his two-year board chair term. There was a question about how Tony would prioritize board diversity and community engagement (two of his focus areas) and if he had a strategy. He discussed past attempts and was open to feedback. There was a suggestion that he build a strategy with the nominating committee. In an upcoming meeting (no more than 90 days from today) the nominating committee will develop a strategy. He asked for feedback on the draft board meeting topics for the year. There was a question about how strategic planning meetings would be conducted. Tony mentioned this would be similar to the meeting the board had in October of 2022. He mentioned the discipline required from the board regarding reviewing materials before the meeting. There was an update about an endowment fundraising strategy and partner. Ruth Jarmul and Tony Stoupas have set a target for this fundraiser. Herb Fixler committed to circulating information about a LION Supporting Organization and Endowment Fund so the board could discuss it at the next meeting.

Celia Sosa, Executive Director, then introduced her Executive Director's Report, which was shared before the meeting. She discussed we are waiting on NY State testing data but have strong data from our internal NWEA data that shows progress for our students. What's of note is year-over-year growth. There was a board question about older students not hitting our growth targets, but younger students are. It was clarified that these are internal goals, and we met almost all metrics. There was a suggestion that when we look at comparisons (ourselves in the past, district, city, and state), we also look at other charter schools. Celia shared that we conducted a neighborhood report that compared our performance with all charter schools in our district. Celia said she could work with our Director of Data and Information systems to build on that report (including how other charter schools recruit teachers and students). There was a discussion of our high school students and the APPR goal of graduating students who are college-ready. We are

slated to have an August graduation rate of 90%.

Celia then shared about our senior-level employee searches and interviews for COO, Director of Finance, and Director of Human Resources candidates this week. We are almost fully hired across divisions for teaching staff. Celia also hopes to meet with the board's Human Resources committee chair, Nick, to discuss developing a teacher compensation schedule. Nick is committed to assisting with this. Celia discussed our work on the academic dashboard with our Director of Data and Information systems. There was a brief update about the creation of a Family Engagement Handbook, which, when finalized, will be given to the board for review.

Celia Sosa also gave a facilities update. The SCA exterior project at 730 Bryant has a completion date of April 2024 (previously December 2023). She shared about her mediation with the other principals at 730 Bryant, facilitated by the Executive Director of the Office of Campus Governance. We have been told that the Bronx space planner, Ron Cacciapoli, will visit 730 Bryant to look at the space. All three principals must sign off on the scope of work happening in the auditorium and yard at 730 Bryant. The chairman of the facilities committee, Susan Fine, asked for the information we have regarding the grant we received for funding this project.

Celia flagged that next month, the board would need to review policies related to a NYSED desk audit and needed updates to some of our policies. Celia is drafting these policies with our lawyer, and the board will need to review and approve them before they are incorporated into our handbook. It is her assessment that we need to better assess our compliance with the most recent guidance related to federal, state, and city education policies. It was suggested by a board member that the NYSED has suggested language around these policies that we can use.

Stephen Trowbridge, CFO/COO, gave a brief verbal report as he and his team are reconciling the budget to close the school year. On June 31st, they will start closing the books, which takes 10 days. There will be a hard close around the 11th of August. He will report on where we stand at the next board meeting. He is forecasting that we are very close to the budget. The auditing process begins on the 18th of August when he will provide the auditing team with LION's records. In August, he will provide our unaudited results from the fiscal year 2023. He will provide the Finance committee with where we are through July in the new budget.

Maya Severns, Director of Development and Marketing, presented the fundraising plan for the 23/24 school year, which was shared via email before the meeting. She shared that she and another team member will be on leave in the fall/winter. So, she is working with her team and the Development and Marketing committee to plan for this. Ruth Jarmul, chairman of the Development and Marketing committee, shared that a lot of time was taken to drill down and predict giving in each category of the proposed fundraising plan. She stated that we will focus on foundational giving when Maya returns from leave. She mentioned a need to increase individual giving and that the largest grant, Bloomberg, is going away after this year. There was a board comment about board giving.

Tony Stoupas asked if there were any other committee updates. Susan Fine, chairman of the facilities committee, said we are engaging with two companies on the Herb Fixler Family Engagement Center to get us bids by September's meeting. There was a suggestion that at 730 Bryant, we upgrade the graphics first, before the furniture. Deborah Dumont, chairman of the Education Committee, shared notes from their meeting this month. She shared she's pleased with the positive trajectory in student growth. The Finance committee didn't meet, but the chair of that committee, Herb Fixler, discussed that there needed to be a transition from our current CFO/COO to Herb Fixler as the signatory for our bank and investments. Tony Stoupas gave an update from the Nominating Committee; two potential board members have contacted the school and the board.

There was a board question about the senior-level searches, and the salary asks from those we are interviewing. There was a request that we have more marketing materials board members can share with their networks. There was a commitment to go live next month with the board website and dashboard.

Tony Stoupas opened the meeting for public comment. There were none.

Tony Stoupas motioned to adjourn the meeting at 7:34 pm. The motion was seconded by Herb Fixler and unanimously approved. The meeting was adjourned.

Notes prepared by Keveney McCrillis.