

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Jennifer Ng
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch
Sarah Yan

**St HOPE Leadership Academy Board of Trustees
Board Meeting**

MINUTES

May 27, 2021 from 6:30-8:00 pm
Meeting Conducted Virtually

● **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Jennifer Ng	Absent (Excused)
Bianca Peart	Present
Elizabeth Phillips	Absent (Excused)
Caitlin Robisch	Present
Sarah Yan	Present

Also present at the meeting: Meghann Persenaire, Principal; and Max Hoover, Assistant Principal. Due to the COVID-19 outbreak and closing of the SHLA building, the meeting took place via video conference. The meeting is being recorded and will be posted, along with a transcription, to the SHLA website.

● **Public Comment**

No requests for public comment were received.

● **Consent Agenda**

Minutes from the May 27, 2021 Board meeting were unanimously approved by the Board.

● **Nominating Committee**

- The board reviewed the proposed Slate of Officers and committee members for the 2021-2022 school year. The slate of officers and committee members as presented passed unanimously.
- Ms. Higgins addressed that the Accountability Committee plans to meet more regularly in the upcoming year to review and discuss school data.
- The board reviewed the proposed 2021-2022 Board Calendar. Ms. Persenaire shared that the NY state of emergency was lifted, all board meetings must be held in person starting next month. Summer sessions will be held hybrid allowing board members to attend via Zoom - Note that we would like to hold one meeting earlier so that staff can attend. Ms. Persenaire also invited the board to the Taste of Harlem event.
- Ms. Persenaire informed the board that the annual financial disclosure period was upcoming, and to expect to receive more information via email.

● **Finance Committee**

- Representatives from MBAF were present to launch the 2020-2021 audit. Mr. Taub reported to the board that the audit was started and that there was nothing new to report. The audit package is expected at the end of July, and they hope to present at draft to the board at the September board meeting. Mr. Taub discussed potential impacts of additional federal funding on federal fund thresholds, and the compliance audit they will complete as it relates to the new funding to ensure correct procedures are in place.
 - Ms. Persenaire provided updates on the May Finance Report. It is currently unclear whether funding for COVID testing will come for ESSER funding, or be paid for by the education department, pending current lawsuits. Samsung Smartboards were purchased for each classroom, as well as Diversitrack, which allows for Smartboards to be mobile. Anticipated surplus of over 500K, primarily from an increase in revenue due to per pupil funding and increases in Title 1 funding, during a year in which several cuts were made as a result of the pandemic.
 - It was noted to review the Scholarship Fund policy at an upcoming board meeting, and discuss the number and amount of scholarships that the board will make in the upcoming year.
 - The board reviewed the 2021-2022 Budget, after previously reviewing in both the April and May meetings. Ms. Persenaire noted that relevant budget items were tagged to ESSER and ARP funding, including an additional counselor, consultants, mental health services for staff, and an additional ELA teacher. The budget was approved unanimously.
 - Ms. Persenaire provided an update on recruitment and enrollment. While SHLA received fewer applications this year as compared to last year, the school has met almost the same number of registered families as at this time last year. Ms. Persenaire shared that she now has more data about family engagement with the enrollment packet and that families seem more engaged with the school at this stage than in past years. The board asked if Ms. Persenaire had insight as to how the school was doing compared to other charter schools with regards to recruitment, and she shared that there is a general sense that other schools are in a similar place.
- **Accountability Committee**
 - Ms. Persenaire informed the board about a recent update on promotions decisions. The leadership team made the decision to promote all scholars to the next grade level. Letters were sent to families to recognize their hard work this year and inform them of the promotion decision. Prior to making the decision, the leadership team met with grade teams to share their proposal and gather feedback, and provided a space for teams to discuss without the presence of leadership. The proposal was generally well received and it was clear that teachers saw this as the best move for students given this year's context. The board asked if adjustments would need to be made to the current promotion policy as written. Ms. Persenaire will research and report back to the board, as well as share the current retention and promotion policy.
 - Ms. Persenaire again referenced the Open Meetings Law change that was discussed earlier in the meeting.
 - Ms. Persenaire shared her reflection on her goals for the school year.
 - The Accountability Committee shared with the board the process they followed for Ms. Persenaire's evaluation, which consisted of a reflection with the principal, interviews with staff, and analysis of student and other school-level data.
 - Ms. Persenaire reviewed the dashboard, which showed 0 suspensions in the past month. The board also noted that the school is ending the year on a strong foot with regards to attendance.
 - **Assistant Principal Update**
 - Ms. Persenaire and Mr. Hoover shared highlights from the recent graduation ceremony.

Meeting adjourned at 7:40 PM.

I, Maureen Higgins, do hereby certify that I am the duly qualified and acting interim Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on June 24th, 2021 at which quorum was present throughout. (June 24, 2021)