

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick (Secretary)



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

MINUTES

April 27, 2023 from 6:30-8:00 pm
Meeting Conducted Virtually and In-Person

• **Welcome**

Call to Order

Ankur Dalal	Present (Virtually)
Katie Embree	Present (In Person)
Gabrielle Apollon	Present (In Person)
Maureen Higgins	Present (Virtually)
Kristopher John	Absent (Excused)
Salone Kapur	Present (Virtually)
Jennifer Ng	Present (In Person)
Elizabeth Pernick	Absent (Excused)
Lindsey Moschet	Present (In Person)

Also present at the meeting: Meghann Persenaire, Principal and for a portion of the meeting we were joined in-person by Vivian Lee, Business Manager. The meeting took place in person and via teleconference. The meeting was recorded.

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the March 23, 2023 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- The Board reviewed the professional resume of Mirlande Joachim. This potential Board member had a school tour and met 2 students. She has 12 years of experience in immigration law. She joined us at the Board meeting and shared that she was extremely impressed at her visit, has a number of teacher friends who are frustrated with the public school system, lives in the community and wants to join the Board to make a difference.

• **Finance Committee**

- *March Finance Report:* For FY22-23 there is an annual projected actual surplus of \$203,206 with approximately \$320,000 of unspent ARP funds being reallocated to the next fiscal year. We have been cautious due to uncertain enrollment. There was some discussion about reallocating more of the projected surplus but believe it too risky to go below \$200,000. Surpluses are due to savings in staffing, almost \$1

million, which is in turn due to lower than expected enrollment. We plan to spend \$65,000 on field trips, which includes college trips, and trips to Six Flags, DC, Dave & Busters and Times Square. Expenditures for ESSER-2 will remain the same with the grant being closed out. We are paying CSBM more than normal because of their help with grants.

- *23-24 Budget Introduction* – The \$318,072 ARP reallocation discussed as part of the Finance Report will be discussed at greater length when the Board reviews the 23-24 budget draft at the May meeting. The budget has been built using conservative enrollment figures for next year.
- *Retirement Account* – Ms. Lee gave the Board an update on the Retirement Account. The account has 70 participants with 25 active employees in the plan. Empower is very easy to work with and is responsive. TPA who is the 3rd party administrator who manages the forms and compliance are also easy to work with. The financial planner has not been as responsive and the school needs a provider that is accessible, knowledgeable and responsive. It is appropriate for Boards to do an assessment of their 401K every 3 years so the Board will ask the current provider and at least 2 others to answer questions about their competence, services, fees, etc. The Finance Committee will meet prior to the May meeting to begin the review process.
- *Recruitment and Enrollment*: With 205 applications we are slightly above last year. 117 seats were offered and 13 have accepted. We built the 23-24 budget on 250 so will push harder including doing another Vanguard mailing in June. There are several schools closing and we now offer busing. Staff are going to the Bronx, Washington Heights and Harlem to churches, mosques and summer camps.
- *Summer Boost Grant* – SHLA applied for and was awarded a Summer Boost Grant from Bloomberg again this year, receiving \$63,250 to implement an in-person summer school for 50 of our academically neediest scholars. The program will run for 5 weeks in July/early August.

- **Accountability Committee**

- *March Dashboard*: The school is working hard to try to break the 90% threshold on attendance. The hope is that the field trips will bring our kids back to school. The loss of enrollment was due to 5 students moving out of the City or the State and 1 with a change of placement because of an IEP. Suspensions are down a bit and happy about the steady growth in the A3K figures. Using the curriculum Achieve 3000 gives students a daily exposure to reading which may be why their reading comprehension is improving.

- **Principal Update**

- *Planting the Seed Scholarship Preview* - Ms. Persenaire shared that \$25,000 of scholarship funds will be used by current and former students this summer to engage in engineering, writing, fashion, and coding programs. A few of the programs are even out-of-state.

Meeting adjourned at 7:45 pm.

I, Katie Embree, 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 April 27 2023 at which quorum was present throughout. (May 8, 2023)