

#### 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**

May 25, 2023 from 6:30-8:00 pm  
Meeting Conducted Virtually

- **Welcome**

#### Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal and Mirlande Joachim, Board candidate. The meeting took place via teleconference and was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the April 27, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- At the April meeting the Board met with Ms. Joachim in person and engaged in a question and answer session regarding her Board candidacy. The Board and Ms. Joachim were given a final opportunity to discuss her candidacy at this meeting. With no further questions, Ms. Apollon presented the candidacy of Mirlande Joachim to the Board. **Ms. Joachim was unanimously elected to the Board, subject to approval by school's authorizer.**

- **Finance Committee**

- *Update from the Finance Committee:* The Committee met this month to review the retirement account provider, Wells Fargo and the custodian, Empower. Every three years the Board reviews the retirement plan. A questionnaire was developed by the Committee to help measure provider efficacy which Ms. Lee, Business Manager, will share with our current provider and two other potential providers. These three providers will then be invited to the July meeting to present to the Board.

- *ARP Funds Review:* As shared in the April meeting, \$318,072 in unspent ARP funds has been reallocated from the current fiscal year's budget to the 23-24 budget. The Board discussed in greater depth what the funds will be used for in the upcoming fiscal year including a continued focus on closing the pandemic learning gap and supporting our special populations post-pandemic. With these funds moved, the projected 2022-23 surplus equals approximately \$203K.
  - *23-24 Proposed Budget:* Ms. Persenaire thoroughly presented the draft budget, highlighting specific accounts to show where the \$318,072 ARP funds were allocated or where accounts were adjusted to better fit the expected needs based on this year's experience and anticipated changes. The budget is based on an enrollment of 250 which is an increase of 25 over our current enrollment but is 50 scholars shy of our chartered enrollment. NYC is still experiencing an exodus of families so it is important to plan for another challenging year. The budget reflects these challenges, including an increase to the student recruitment line. Budget projects a surplus of approximately \$140K.
  - *Recruitment and Enrollment:* The school is ahead of last year with 229 applications received, 61 in progress and several accepted but the numbers are not what they were four years ago. Staff are reaching out to those in process and offered seats but not yet accepted.
- **Accountability Committee**
    - *Principal Evaluation:* Maureen Higgins as Chair of the Accountability Committee will run the evaluation which includes a review of the Principal's reflection on goals, speaking to staff members and meeting with the accountability committee. The Committee will present to the Board at the June meeting.
    - *23-24 Board Committee Membership:* Elizabeth Pernick will step down as Secretary and Board members are encouraged to express their interest in the role. The Board reviewed current committee membership with Trustees reminded that committee membership for 2023-24 is determined at the annual meeting in June.
    - *23-24 Calendar Draft:* The only suggested change to the proposed calendar was to change December 21 to December 14. It will be voted on in the June meeting.
    - *April Dashboard:* Enrollment is at 221 which is two less than last month. Both student's families moved out of NYC. There are continued challenges around scholar attendance with April numbers impacted by current state policy around immunizations. Scholars are no longer allowed any exemptions, including for religious reasons, and scholars who are not fully in compliance cannot attend school. School staff are working diligently with families and immunizations are slowly coming in. The suspension numbers reflect the challenges schools are experiencing nationwide as scholars re-learn how to be in school together. Current numbers look very similar to 2016-17 numbers when the school was first transitioning to restorative practices. Ms. Persenaire is confident that numbers will decrease again next year.
  - **Principal Update**
    - *22-23 College Trips -* Ms. Persenaire shared that scholars were able to visit Binghamton, where a 2022 Harlem Scholarship recipient hosted the visit, as well as Lincoln, Princeton, and Delaware State.

Meeting adjourned at 7:45

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 May 25, 2023 at which quorum was present throughout. (May 30, 2023)