

## Board of Trustees

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



## St HOPE Leadership Academy Board of Trustees Board Meeting

### MINUTES

September 28, 2023 from 6:30-8:00 pm

- **Welcome**

#### Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal; Ms. Goulbourne, Director of Alumni Relations. The meeting took place at SHLA and via videoconference.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the August 24, 2023 Board meeting were unanimously approved by the Board.

- **Finance Committee**

- *Retirement Plan Auto Enroll:* The Board discussed the pros and cons of implementing auto-enroll for the school's retirement plan, including any concerns raised by potential providers and various safeguards including, but not limited to, the Safe Harbor Provision and Secure 2.0 Act. **The Board voted unanimously to approve the auto-enroll option for the school's retirement plan at a 3% rate.**
- *Retirement Plan Feedback from Other Providers:* Ms. Persenaire provided a summary of the feedback received from our current provider, Wells Fargo, and the feedback we received from the other two alternative providers. Following a brief discussion, **the Board voted unanimously to remain with our current retirement plan provider, Wells Fargo, with a check-in around their customer service in 6 months.**
- *Recruitment and Enrollment:* Ms. Persenaire provided a summary of 2023-24 student recruitment and enrollment. She noted that, while the school enrolled several new students and were poised to achieve the more realistic goal of 200 discussed at the previous month's board meeting, a larger number of students who enrolled at St HOPE and confirmed intent to attend were "no shows" because they either moved out of state,

their shelter changed to another borough, or they remained in the borough, state or country where they resided during the summer. The Board discussed the challenges and agreed to do a deeper dive into the school's enrollment decline alongside similar enrollment declines in CSD 5 and New York City via a Board retreat to be held this fall. Ms. Persenaire will circulate possible dates prior to the October meeting.

- *August Finance Report*: Ms. Persenaire provided a summary of the August Finance Report, noting that it represents a projected enrollment of 220. She reviewed both revenue and expenses and shared that the projected deficit in revenue is being offset by the savings created via staffing.
- *Stronger Connections Grant Update*: Ms. Persenaire shared that, while we thought we would be eligible to apply, we learned that the majority of the funding would be going to improving building safety. Since we are in a DOE building, we were advised not to apply.
- *Title Applications*: Ms. Persenaire informed the Board that all of the Title applications were submitted on time.
- *Annual Report*: Ms. Persenaire shared that test scores were released but embargoed and that she cannot discuss them during a public meeting. With the nearing due date of the Annual Report (November 1st), the State has yet to give guidance on how to complete it without publicly released state test scores.
- *Audit Update*: Ms. Persenaire confirmed that the auditor and CSBM are on track to complete the audit in advance of its review at the October Board meeting.

- **Accountability Committee**

- *COVID State of Emergency Update*: Ms. Persenaire shared that the COVID State of Emergency allowing for fully remote board meetings expired and reviewed the expectations and guidance for remote attendance.
- *HARLEM Scholarship Recipients*: Ms. Goulbourne shared a class-by-class summary of HARLEM Scholarship recipients. The Board discussed recipient success rates and scholarship selection criteria.

- **Principal Update**

- Ms. Persenaire provided a summary of the Family Fair.

- Meeting adjourned at 7:45 p.m. The Board entered Executive Session at this time to discuss a confidential issue.

I, Salone Kapur, do hereby certify that I am the duly qualified and acting 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 September 28, 2023 at which quorum was present throughout. (September 29, 2023)