

**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**

November 16, 2023 from 6:30-8:00 pm  
Meeting Conducted In-Person and Virtually

• **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal. The meeting took place at the school and via videoconference.

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the October 26, 2023 Board meeting were unanimously approved by the Board.

• **Finance Committee**

- *Investment Account Update:* Ms. Persenaire shared that, following the Board's approval to transfer the money in the investment account to a more conservative money market account at the October board meeting, she completed this transfer on November 1<sup>st</sup>. She also shared that the investment account lost approximately \$40,000 between September and October but, since the transfer, made a profit of \$32,000.
- *October Finance Report:* Ms. Persenaire provided a summary of the October Finance Report, specifically noting a projected surplus of \$42,616. She noted that there has been no change in enrolment and that another increase in the projection was experienced due to a staff resignation. Finally, she shared that \$25,000 was added to the student recruitment budget to ensure that enough funds were available to pay for additional planned activities to address the decline in enrollment.
- *Board Retreat:* Ms. Persenaire provided an update on the Board retreat scheduled for Saturday, November 18<sup>th</sup>. She shared the tentative agenda and location.

- *2022-23 Planting the Seed Scholarship Reflection*: Ms. Persenaire provided a summary of the 2022-23 Planting the Seed Scholarship results. \$25,000 was originally approved by the Board and allocated to the program. Fourteen scholars were approved to attend five summer camps at a cost of \$10,560. Ten scholars actually attended while four were a “no show” despite the fact that the cost was paid in full. As fees were due up front, this resulted in \$2,230 being disbursed without any benefit.
- **Accountability Committee**
  - *Preliminary Interim I Results*: Ms. Persenaire provided a summary of the preliminary Interim I results. She noted a shift in English Language Arts through which the second instructional block is part instruction and part independent reading. Previously, the second instructional block was independent reading. In addition, there was noticeable improvement on the writing section of the exam from last year to this year. The format, computer-based, may have negatively impacted students’ performance on the math interim exam, but the school has already partnered with “Data Mate” to continue to rehearse the actual computer-based format of the state exam.
  - *Annual Report Retention Targets*: Ms. Persenaire provided a summary of the annual report enrollment and retention goals chart, specifically noting that the school did not meet the retention target for free/reduced-price lunch students and students with IEPs. She discussed the primary reasons that these goals were not met and shared the school’s plan to meet these targets during the 2023-24 academic year.
  - *Persenaire Goals*: Ms. Persenaire provided a summary of her goals for the 2023-24 academic year which, consistently, address measures for student academic performance, finance, and enrollment. This year, she added a goal to address the retention of students with IEPs. The Board asked if consideration had been given to adding state exam performance, given the tremendous growth, and/or school survey results. She noted that these results are typically publicly released in August and September respectively.
  - *October Dashboard*: Ms. Persenaire provided a summary of the October Dashboard.
- **Principal Update**
  - Ms. Persenaire shared that *in-person* Quarter 1 Parent-Teacher Conferences were a success, with 91% of families attending.

Meeting adjourned at 7:20 p.m.

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 November 16, 2023 at which quorum was present throughout. (November 16, 2023)

\*Address of Board Member’s remote location was publically available at least 72 hours prior to the meeting.