

MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF
THE NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

March 29, 2017

A regularly scheduled meeting of the Board of Trustees (the “Board”) of The Neighborhood Charter School of Harlem (the “School”), was held at 132 West 124th Street, New York, New York on March 29, 2017 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Gail Brousal, Derek Fleming, Brian Hamilton, Jefferson Hughes, Justena Kavanagh, Allison Mayne Peters, Andrew Popper, Adam Rashid, Arthur Sadoff, Cliff Schneider and Patricia Soussloff.

Head of School Brett Gallini, Director of Operations Sherita Smith and Assistant Principals Deyvis Salazar and Michael Renda were also present, as was Everado Jefferson, who was elected to the Board during the meeting.

Ruth Meyler was absent with prior notice.

Patricia Soussloff presided as Chair of the meeting and recorded the minutes as Secretary. She called the meeting to order at 6:00 p.m.

Welcome and President’s Report. Ms. Soussloff welcomed the Board and staff to the meeting and presented two items of business. Since Mr. Hamilton has been serving in a role as a mentor to Mr. Gallini for the past few months he has decided stepped down from his role as chair of the Human Resources Committee (HRC), which is charged with evaluating the Head of School. Ms. Soussloff will replace him as chair for the remainder of the year. A draft of the HRC’s report on its mid-year check-in with Mr. Gallini was circulated in advance of the meeting. Next the Board discussed a proposed amendment to the School’s charter that removes any reference to the TerraNova exams for K-2 in our charter. A motion in the form of Exhibit A was made, seconded and unanimously approved.

Public Comment. No requests for public comment were received.

Approval of Minutes. Ms. Soussloff asked for a motion to approve the minutes of the March 1, 2017 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Election of Everardo Jefferson as Trustee. Ms. Soussloff presented Mr. Jefferson as a candidate for Trustee. Mr. Jefferson is a former Trustee who resigned from the Board during the period in which his firm was acting as the architect for the design of the St. Nicholas building. The firm’s work having ended, a motion was made in the form attached as Exhibit B, seconded and unanimously approved to re-elect him to the Board for a three-year term.

Replication Staffing. Ms. Smith presented to the Board the School leadership team's proposed budget and staffing associated with opening a second school in the Bronx, including the network staff which would serve both schools. Her Power Point presentation had been circulated to the Board prior to the meeting. Following discussion a motion was made to approve the budget and hire the additional staff outlined in the PPT within the time frame presented, and to proceed with a charter application for a second school. The motion was seconded and unanimously approved. The Board also agreed to pursue any replication grants for which we are eligible.

Gala. Ms. Kavanagh updated the Board on plans for a fundraising event to be held in October at the Red Rooster. She will follow up by email to ask Board members to reach out to their contacts to join the Gala Host Committee.

Update on St. Nicholas/ Meeting with Civic Builders. Ms. Soussloff updated the Board on the progress of construction, the construction loan closing and discussions with the permanent lender for the St. Nicholas site. She also reported on a meeting with Civic Builders regarding a potential site for the Bronx school. Following discussion the Board agreed to continue discussions with CB on this site while also pursuing alternative locations. Messrs. Fleming, Schneider and Jefferson offered to help with facilities exploration in the Bronx.

Quarterly Dashboard. Mr. Gallini presented the quarterly dashboard, circulated in advance of the meeting.

Executive Session. A motion was made, seconded and unanimously approved to go into Executive Session to discuss Mr. Gallini's mid-year check in. The staff left the room. At the end of the Executive Session a motion was made, seconded and unanimously approved to resume the plenary session of the Board meeting.

Adjournment. There being no further business to come before the Board was adjourned at 7:40 pm.

Respectfully submitted,

Patricia Soussloff, Secretary

I, Patricia Soussloff, the duly qualified Secretary of The Neighborhood Charter School of Harlem, a New York education corporation, do hereby certify that I prepared these Minutes, 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 March 29, 2017.

Dated: 2017

EXHIBIT A
RESOLUTION FOR NON-MATERIAL CHARTER AMENDMENT
TERRANOVA ACHIEVEMENT TESTS

WHEREAS the School, in its charter application submitted March 31st, 2011 and its Renewal Application submitted August 1st, 2016, stated that students in grades K-2 will take TerraNova achievement tests annually as part of the School's assessment program; AND WHEREAS the School has determined that the TerraNova tests are inadequately aligned to the Common Core standards and that the School's internally developed assessment measures are more effective;
NOW IT IS HEREBY RESOLVED that the School's Charter be hereby amended to remove all references to the TerraNova tests as part of the School's assessment system, subject to the approval of the New York State Education Department.

EXHIBIT B
ELECTION OF EVERARDO JEFFERSON AS A TRUSTEE

The NEIGHBORHOOD CHARTER SCHOOL OF HARLEM Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select EVERARDO JEFFERSON as a final candidate to its Board of Trustees, with a term expiring at the end of the third Annual Meeting after the date of his election, pending approval by SED. The resolution approving EVERARDO JEFFERSON is formally adopted upon SED's approval.