

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

October 26, 2016

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 September 28, 2016 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Gail Brousal, Justena Kavanagh, Ruth Meyler, Allison Mayne Peters, Andrew Popper, Adam Rashid, Arthur Sadoff, Cliff Schneider and Patricia Soussoff.

Head of School Brett Gallini, Director of Operations Sherita Smith, Assistant Principal Deyvis Salazar and retiring Trustee Nicole Scanlin were also present.

Brian Hamilton and Jefferson Hughes were absent with prior notice.

Derek Fleming was absent without prior notice.

Ruth Meyler presided as Chair of the meeting and Patricia Soussoff recorded the minutes as Secretary. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome and President’s Report. Ms. Meyler welcomed the Board and staff. Ms. Meyler announced that Nicole Scanlin has resigned from the Board due to the increasing demands of her job and other demands on her time. However, she will continue to serve on the Development Committee. The Board joined in a unanimous vote of thanks for Ms. Scanlin’s service, in particular her tremendous help in our fundraising efforts.

Ms. Meyler informed the board that she, Ms. Soussoff, Mr. Rashid, Mr. Hughes and Ms. Mayne Peters had all agreed to serve on the strategic planning committee and that the committee had its first meeting.

Public Comment. No requests for public comment were received.

Approval of Minutes. Ms. Soussoff asked for a motion to approve the minutes of the September 28, 2016 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Finance Committee Report. Mr. Rashid presented the September financial report followed by discussion. Ms. Meyler announced that Ms. Brousal will replace Mr. Hughes on the Finance Committee this year.

Head of School Report. Mr. Gallini updated the Board on the status of the renewal application and upcoming visit by representatives of the State Education Department.

At 7:00pm a motion was made, seconded and unanimously approved to temporarily adjourn the meeting and move into executive session to discuss a confidential matter involving a student. At 7:07pm a motion was made, seconded and unanimously to end the executive session and resume the plenary board meeting.

Mr. Gallini explained that he will be meeting with Mr. Hughes and Mr. Hamilton periodically throughout the year for mentoring in his evolving role.

Presentation on Planning for K-8. Mr. Salazar presented the School's plans for a middle school as the School expands to K-8.

Adjournment. There being no further business to come before the Board the meeting was adjourned at 7:30 pm.

Respectfully submitted,

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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 October 25,2016.

Dated: 2016