

**St HOPE Leadership Academy Board of Trustees**

 Board Meeting

***MINUTES***

May 30, 2024 from 6:30-8:00 pm

Meeting Conducted In-Person at 222 W. 134th Street

**Board of Trustees**

Gabrielle Apollon (Vice President)

Ankur Dalal (President)

Katie Embree

Maureen Higgins (Treasurer)

Mirlande Joachim

Kristopher John

Salone Kapur

Lindsey Moschet (Acting Secretary)

Jennifer Ng

Elizabeth Pernick

* **Welcome**

Call to Order

Gabrielle Apollon Present

Ankur Dalal Absent (Excused)

Katie Embree Present (Virtual – Address Provided)

Maureen Higgins Present

Mirlande Joachim Absent (Excused)

Kristopher John Present

 Salone Kapur Absent (Excused)

Lindsey Moschet Absent (Excused)

Jennifer Ng Absent (Excused)

Elizabeth Pernick Present (Virtual – Address Provided)

Also present at the meeting: Meghann Persenaire, Principal.

* Public Comment

No requests for public comment were received.

* **Consent Agenda**

Minutes from the April 25th Board meeting were unanimously approved by the Board.

* **Nominating Committee**
	+ The Board continued the discussion of having an alumni representative on the Board. Ms. Persenaire shared that she reached out to a potential alumni representative named during the March board meeting and has not received a reply expressing interest. The Board determined that the best next step would be to meet with alumni at the HARLEM Excellence Dinner on Tuesday, June 4th.
* **Finance Committee**
	+ *April Finance Report* - Ms. Persenaire presented the April Finance Report for discussion, stating that there were no significant changes since the March Finance Report. Ms. Persenaire also noted that the audit was $16,000 over budget, due mostly to the required single audit. She will continue conversations with CSBM and BDO to ensure that 2024-25 budgeting is accurate. Finally, she reviewed the projected surplus before and after depreciation.
	+ *2024-25 Proposed Budget Review –* Ms. Persenaire reminded the Board that the proposed 24-25 budget offers a side-by-side comparison with a budget based on 230, the enrollment projection discussed at the time of the Board retreat in November and 200, the more realistic projected enrollment based on the number of applications received. The Board reviewed the projected revenue based on the increased per pupil amount and projected special education enrollment. Ms. Persenaire noted Line 4215, sharing that ARP must be spent by September 30th, tentatively moving $79,000 from this year’s to next year’s budget. This ensures that the budget operates with a surplus at an enrollment of 200.
	+ *Recruitment and Enrollment –* Ms. Persenaire reported exciting news in regards to a new marketing partnership with Underdog. Underdog started as an organization that ran local political campaigns that recently transitioned to running student recruitment for “underdog” schools in NYC. As of the date of the Board meeting, Underdog had already generated 153 digital leads, 3 times the number of leads generated by the previous marketing team. In addition to digital leads, they will complete 36 hours of canvassing.
* **Accountability Committee**
	+ *Principal Evaluation –* Ms. Persenaire reminded the Accountability Committee that the Principal Evaluation was required by the June Board meeting.
	+ *24-25 Board Committee Membership* – The Board reviewed the proposed 2024-25 Board membership and committees. The Board discussed three potential changes on the Executive Committee, to be voted on at the June Board meeting. Ms. Persenaire noted that the Board would also vote on the 3-year member renewals of Ankur Dalal, Elizabeth Pernick, and Jennifer Reynoso Ng.
	+ *24-25 Board Calendar Draft –* The Board reviewed the proposed 24-25 Board meeting calendar and suggested changes to the August and December Board meetings. The Board will vote on the 24-25 Board Calendar at the June board meeting.
	+ *April Dashboard –*Ms. Persenaire presented the April dashboard data. The Board discussed the impressive A3K data, particularly for 8th grade, and the uptick in the number of suspensions.
* **Principal Update**
	+ Ms. Persenaire invited the Board to attend the HARLEM Excellence Dinner, a dinner for members of the Board of Trustees, staff who have been employed by St HOPE for 5 or more years, and HARLEM and Journey scholarship recipients.

Meeting adjourned at 7:45 p.m.

I, Maureen Higgins, do hereby certify that I am duly qualified Treasurer 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 March 28, 2024 at which quorum was present throughout. (May 31, 2024).