

**St HOPE Leadership Academy Board of Trustees**

Board Meeting

***MINUTES***

July 25, 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 Present

Katie Embree Absent (Excused)

Maureen Higgins Present Virtual (Address Provided)

Mirlande Joachim Present

Kristopher John Present

Salone Kapur Absent (Excused)

Lindsey Moschet Present

Jennifer Ng Present Virtual (Address Provided)

Elizabeth Pernick Absent (Excused)

Also present at the meeting: Meghann Persenaire, Principal; Jimmy Vora, BDO; Nelson Chui, CSBM; Karina Perez, Director of Student Affairs; and Kathy Marseille, Director of Student Support.

* Public Comment

No requests for public comment were received.

* **Consent Agenda**

Minutes from the June 27th Board meeting were unanimously approved by the Board.

* **Nominating Committee**
  + Ms. Apollon is planning to have a conversation with the prospective Alumni representative over the coming month.
  + Ms. Persenaire thanked the Board for completing their Annual Report Financial Disclosures.
* **Finance Committee**
  + *Audit* **–** Jimmy Voraof BDO discussed the launch of the 2023-24 audit, which was currently underway. He discussed that independent auditors abide by professional standards that require auditors to report on matters that are significant, focusing on fraud risk, internal controls over financial reporting, revenue recognition and compliance with requirements relative to Federal awards. They do not expect any major changes due to updates with new requirements.
  + *June Finance Report* - Ms. Persenaire presented the June Finance Report for discussion, stating that the school was projected to end the year with a substantial surplus. This will allow $80,000 in ARP funds to be transferred to the 2024-25 fiscal year, knowing that they funds must be spent by the September 30 deadline. Additional savings were recognized in student software, staff food/events, office supplies, and legal fees. Ramapo, who was engaged to conduct PD but did not prove to be effective, returned fees that were paid up front. The final surplus could still vary by $20,000 in either direction as final receivables and payables are still coming in.
  + *Recruitment and Enrollment –* Ms. Persenaire shared that she believes that the school will reach the goal of 200 enrolled students by September. Using last year as a benchmark, numbers of accepted applicants are up and 1-3 new applications come in every day. The goal is to convert two applicants to fully enrolled every day. During August, Underdog will focus on canvassing to continue to drive enrollment.
  + Ms. Higgins reported on a meeting she, Ms. Moschet and Ms. Persenaire had with Eric Grannis who reached out to offer his services on a possible school conversion. He proposed a school that is open from 7am to 9pm every day, 7 days per week, all year, and expanding to a K-8 school. The Board discussed the proposal and whether or not it was a fit for St HOPE, determining that expanding grades and days would likely not result in a fix for enrollment issues. Ms. Higgins discussed that it did provide an important avenue for thinking more outside the box on what could be done differently to help us stand out from our peer schools.
* **Accountability Committee** 
  + *Proposed 2024-25 District Safety Plan* – Ms. Perez and Ms. Marseille presented the proposed 2024-25 District Safety Plan to the Board. Changes include some definitions and more explicit outlines of plans that are in place in case of emergencies, particularly around lockdowns. Removed the option of purchasing a silent panic alarm, but since the school is in a co-located building it requires coordination with the other schools in the building. The plan will now be posted on the school’s website for 30 days to allow for public comment.
  + *Interim Assessments and the 2024-25 Dashboard –* The Board discussed whether continuing to have interim assessments on the dashboard made sense, as these interims are now used for more formative purposes than in the past. For this reason, they no longer provide a gauge of projected student performance on the state exams. NWEA MAP data and A3K data provide better measures and are likely sufficient. The Board discussed if there might be additional math data that might be used. Ms. Persenaire said they were discussing possible i-Ready data now that i-Ready math will be implemented schoolwide. Mr. John offered to assist Ms. Persenaire with this exploration.
  + *June Dashboard –* The Board discussed the decline in the number of suspensions and improvements in attendance over the prior year, along with the significant A3K growth.
  + *Charter Authorizer –* One of the items mentioned in the meeting with Mr. Grannis was that the school should consider changing authorizers. The Board discussed this possibility and asked Ms. Persenaire to look into the feasibility.
* **Principal Update**
  + Ms. Persenaire discussed the Summer Boost summer school program that is currently underway, thanks to a Bloomberg grant of around $57,000. 45 scholars are attending and are genuinely happy to be there.

Meeting adjourned at 7:43 p.m.

I, Lindsey Moschet, do hereby certify that I am duly qualified 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 July 25, 2024 at which quorum was present throughout. (July 26, 2024).