

Application: Neighborhood Charter Schools: Harlem

Analiza Wolf - awolf@ncschools.org
Annual Reports

Summary

ID: 0000000097
Status: Liaison Review
Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Sep 30 2020

[Instructions](#)

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM 310500861015

a1. Popular School Name

NCS: Harlem

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD # 6 - MANHATTAN

d. DATE OF INITIAL CHARTER

9/2011

e. DATE FIRST OPENED FOR INSTRUCTION

8/2012

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

Our mission is to provide the children with new educational opportunities through a rigorous, comprehensive K 8 program that cultivates the intellectual, social and emotional development of each child. Our students, who include children with high functioning Autism Spectrum Disorders, will become independent learners and critical thinkers, will acquire the academic skills that they need to succeed in college preparatory high schools and will exhibit the social and emotional skills that will allow them to reach their full potential.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	A unique approach to school design that combines high expectations with a focus on social and emotional learning that will enhance learning and reduce conduct problems.
KDE 2	A rigorous academic program that combines direct instruction in essential skills and factual knowledge with opportunities to develop independent learning and critical thinking skills.
KDE 3	Two certified teachers in each classroom, one of whom is a special education teacher, to allow us to respond to the individual needs of each student.
KDE 4	An intensive focus on literacy and mathematics
KDE 5	Daily hands-on science in all grades.
KDE 6	A longer school day and school year to provide more time for learning.
KDE 7	Data-driven instruction.
KDE 8	A specialized inclusion program for students on the autism spectrum.
KDE 9	A strong, focused, and meaningful professional development program, which is data-driven.
KDE 10	Partnership with parents to make the home a center of learning.

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

ncschools.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

680

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

657

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	691 St. Nicholas Avenue New York, NY 10030	646-701-7117	NYC CSD 6	K-8	Yes, 3-8

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Michael Renda and Ariel Ortiz			
Operational Leader	Michelle Santos and Victor Rios			
Compliance Contact	Sherita Smith			ssmith@ncschools.org
Complaint Contact	Sherita Smith			ssmith@ncschools.org
DASA Coordinator	Jennifer Manning			jmanning@ncschools.org
Phone Contact for After Hours Emergencies	Michelle Santos and Victor Rios			

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

[CofodocumentContentServlet.pdf](#)

Filename: CofodocumentContentServlet.pdf **Size:** 35.2 kB

Site 1 Fire Inspection Report

[NCSHarlemFireInspectionReport.pdf](#)

Filename: NCSHarlemFireInspectionReport.pdf **Size:** 158.3 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school’s charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	Increased enrollment from 630 to 680 students with the move into our new facility	04/09/2019	
2				
3				
4				
5				

More revisions to add?

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Claire Henderson
Position	Interim Director of Finance
Phone/Extension	732-996-3928
Email	chenderson@ncschools.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**


Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and reads "Gail W. Wolf". The first name "Gail" is written with a large, looped 'G' and a trailing 'ing'. The last name "Wolf" is written with a large 'W' and a trailing 'olf'.

Signature, President of the Board of Trustees



Date

Jul 31 2020

Thank you.



Entry 2 NYS School Report Card

Completed Sep 30 2020 Hidden from applicant

Instructions

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM 310500861015

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

<https://data.nysed.gov/essa.php?year=2019&instid=800000071078>

Entry 3 Progress Toward Goals

In Progress Last edited: Nov 3 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	85% of K-2 students will read at or above grade level	Fountas and Pinnell	Unable to Assess	Due to the Coronavirus, we weren't able to have a formal end of year data collection. However, through informal F&P testing in June, 48% of students in grades K-2 were at or above grade level on the F&P.
Academic Goal 2	80% of 3-8 students will read at or above grade level	Fountas and Pinnell	Unable to Assess	Due to the Coronavirus, we weren't able to have end of year data.
	Each K-1 class will			N/A- Because of

Academic Goal 3	achieve a cumulative score of 75% or higher on ELA K-2 IA Assessments	ELA IAs (Interim Assessments)	Unable to Assess	the coronavirus, no IA occurred for grades K-1 this year.
Academic Goal 4	Each 2-8 class will achieve a cumulative score of 75% or higher on ELA IA assessments	ELA IAs	Unable to Assess	Due to the Coronavirus, we weren't able to have end of year data. However, for interim assessments administered in early March, students scored on par with previous years.
Academic Goal 5	90% of students in K-1 will pass Counting Jar assessments	Counting Jar Assessment	Unable to Assess	Due to the Coronavirus, we weren't able to have end of year data. However, mid-year, 67% of students in grades K-1 were at Proficient or Exemplary on the Counting Jar Assessment
Academic Goal 6	Each K-2 Class will achieve a cumulative score of 75% or higher on Math K-2 IA Assessments	Math IAs (Interim Assessments)	Unable to Assess	N/A- Because of the coronavirus, no IA occurred for grades K-1 this year
Academic Goal 7	Each 2-8 Class will achieve a cumulative score of 75% or higher on Math K-2 IA Assessments	Math IAs (Interim Assessments)	Unable to Assess	

Academic Goal 8	95% of 4th Graders will pass the NY Science Exam	State Exam	Unable to Assess	Due to the Coronavirus, we weren't able to have end of year data. However, in November, 53% of students in grade 4 were at Passing or Excellent on our Interim Assessments
Academic Goal 9	90% of 8th Graders will passing the Living Environment Regents Exam	State Exam	Unable to Assess	Due to the Coronavirus, Regents exams weren't held as scheduled. However, 83% of 8th graders received credit for the Living Environment Regents class
Academic Goal 10				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

(No response)

4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				

Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
	Financial Goal 6			
	Financial Goal 7			
	Financial Goal 8			
	Financial Goal 9			
	Financial Goal 10			

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Sep 30 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)**

- **SUNY- Authorized Charter Schools: [Trustee Financial Disclosure Form](#)**

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

WRendon Disclosure Form

Filename: WRendon Disclosure Form.pdf **Size:** 222.0 kB

BHamilton Disclosure Form

Filename: BHamilton Disclosure Form.pdf **Size:** 221.3 kB

JLindsey Disclosure Form

Filename: JLindsey Disclosure Form.pdf **Size:** 222.5 kB

JHughes Disclosure Form

Filename: JHughes Disclosure Form.pdf **Size:** 222.0 kB

EJefferson Disclosure Form

Filename: EJefferson Disclosure Form.pdf **Size:** 224.7 kB

PSoussloff Disclosure Form

Filename: PSoussloff Disclosure Form.pdf **Size:** 222.4 kB

SRamos Disclosure Form

Filename: SRamos Disclosure Form.pdf **Size:** 221.0 kB

CSchneider Disclosure Form

Filename: CSchneider Disclosure Form.pdf **Size:** 222.6 kB

ASadoff Disclosure Form

Filename: ASadoff Disclosure Form.pdf **Size:** 219.5 kB

DFleming Disclosure Form

Filename: DFleming Disclosure Form.pdf **Size:** 220.6 kB

JKavanagh Disclosure Form

Filename: JKavanagh Disclosure Form.pdf **Size:** 222.8 kB

GBrousal Disclosure Form

Entry 8 BOT Membership Table

Completed Sep 30 2020

Instructions

Required of All charter schools

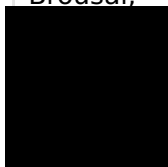
ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 8 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM 310500861015

1. 2019-2020 Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Gail Brousal, 	Trustee/Member	Accountability	Yes	4	06/27/2018	06/16/2021	9

2	Derek Fleming, [REDACTED]	Trustee/Member	Finance	Yes	4	06/19/2019	06/20/2022	5 or less
3	Brian Hamilton, [REDACTED]	Trustee/Member	Evaluation Task Force	Yes	3	06/19/2019	06/20/2022	6
4	Jefferson Hughes, [REDACTED]	Vice Chair	Executive, Finance	Yes	3	06/27/2018	06/16/2021	6
5	Everardo Jefferson, [REDACTED]	Trustee/Member	Governance	Yes	1	03/29/2017	06/16/2021	7
6	Justena Kavanau [REDACTED]	Trustee/Member	Accountability	Yes	3	06/27/2018	06/16/2021	10
7	Patricia Sousslouf, [REDACTED]	Chair	Executive, Governance, Evaluation Task Force	Yes	3	06/28/2017	06/17/2020	11
8	Andrew Popper, [REDACTED]	Trustee/Member	Accountability	Yes	3	09/20/2017	06/17/2020	9
	Adam							

9	Rashid, [REDACTED]	Treasurer	Executive , Finance	Yes	3	06/28/20 20	06/17/20 20	10
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1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Current Board Member Information

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
10	Walter Rendon, [REDACTED]	Trustee/Member	Governance	Yes	1	02/28/2018	06/16/2021	8
11	Arthur Sadoff, [REDACTED]	Trustee/Member	Governance	Yes	3	06/24/2019	06/20/2020	8
12	Cliff Schneider, [REDACTED]	Secretary	Executive, Evaluation Task Force	Yes	2	06/27/2018	06/16/2021	10
13	Samantha Ramos	Parent Rep	Finance	Yes	1	09/25/2020	06/26/2020	5 or less
14	Jennifer Lindsey	Trustee/Member	Finance	Yes	1	04/29/2020	06/30/2023	5 or less
15		Trustee/Member		Yes	1			5 or less

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2020	14
b.Total Number of Members Added During 2019-2020	2
c. Total Number of Members who Departed during 2019-2020	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Sep 30 2020

[Instructions](#)

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

[**NCS-Minutes-for-December-11-2019-Board-Meeting**](#)

Filename: NCS Minutes for December 11 2019 Board Meeting.pdf **Size:** 125.3 kB

[**NCS-Minutes-for-November-20-2019-Board-Meeting**](#)

Filename: NCS Minutes for November 20 2019 Board Meeting.pdf **Size:** 133.0 kB

[**NCS-Minutes-for-October-30-2019-Board-Meeting-1-1**](#)

Filename: NCS Minutes for October 30 2019 Board yWLjFmg.pdf **Size:** 130.6 kB

[**NCS-Minutes-for-January-29-2020-Board-Meeting**](#)

Filename: NCS Minutes for January 29 2020 Board Meeting.pdf **Size:** 144.9 kB

[**NCS-Minutes-for-the-September-25-2019-Board-Meeting-00043804xD42E2**](#)

Filename: NCS Minutes for the September 25 2019 a8TkOG7.pdf **Size:** 146.8 kB

[**NCS-Minutes-for-February-26-2020-Board-Meeting**](#)

Filename: NCS Minutes for February 26 2020 Board Meeting.pdf **Size:** 133.3 kB

[**NCS-Board-Meeting-notes-August-28-2019**](#)

Filename: NCS Board Meeting notes August 28 2019.pdf **Size:** 43.3 kB

[**NCS-Board-Meeting-minutes-July-24-2019**](#)

Filename: NCS Board Meeting minutes July 24 2019.pdf **Size:** 46.1 kB

[**NCS-Minutes-for-March-25-2020-Board-Meeting**](#)

Filename: NCS Minutes for March 25 2020 Board Meeting.pdf **Size:** 151.0 kB

[**NCS-Minutes-for-April-29-2020-Board-Meeting**](#)

Filename: NCS Minutes for April 29 2020 Board Meeting.pdf **Size:** 164.8 kB

[**NCS-Minutes-for-May-27-2020-Board-Meeting**](#)

Filename: NCS Minutes for May 27 2020 Board Meeting.pdf **Size:** 139.0 kB

[**2020-06-17 NCS Board Meeting Minutes**](#)

Filename: 2020 06 17 NCS Board Meeting Minutes.pdf **Size:** 156.1 kB

Entry 10 Enrollment & Retention

Instructions for submitting Enrollment and Retention Efforts

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM 310500861015

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	The majority of NCSH's outreach was done in CSD 6, where approximately 86% of its student population are economically disadvantaged. NCSH sent a mass mailing to all families in kindergarten and first grade age children in CSD 6. The mailing included an information flyer highlighting unique aspects of the schools, its most recent academic results and how to apply. We mailed a letter	NCSH will continue to build on our relationships with Head Starts and preschools to recruit families from CSD 6. Additionally, we plan to engage in a public awareness campaign to boost applications from this subgroup by enhancing NCS's visibility and reputation in a community where English is a second language in

	<p>describing our program and curriculum to pre schools in CSD 6, with brochures, applications, and school tour flyers. We visited local preschools serving economically disadvantaged children to distribute application materials and to meet with families. We also held open houses so that families in the community could learn more about our school.</p>	<p>many households. The public awareness campaign will consist of targeted outreach events, social media, marketing materials, advertising, media coverage and especially parent ambassadors from the local community.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>The New York Charter School Center (NYCCSC) hosts a Common Application for New York charter schools, including NCSH on its website. The application is translated into the most widely spoken languages in New York, including Spanish. As a result of this campaign, we consistently see an increase in the number of applications submitted in Spanish. Furthermore, all of NCSH's application materials were translated into Spanish and we had Spanish-speaking staff at all of our recruiting events. We targeted our outreach to families in CSD 6, which has a 27% ELL population. We visited 18 preschools and Head Start programs in CSD 6 to distribute application materials in Spanish and to speak on one with families. We mailed a letter describing our program and curriculum to all preschools in CSD 6, together with brochures, applications and school tour flyers in Spanish. Lastly, we leveraged our parents from CSD 6, specifically Spanish-speaking</p>	<p>NCSH will continue to partner with NYCCSC to participate in the Common Application. We will continue to build on our relationships with Head Starts and preschools to recruit families from CSD 6. All of our application and recruitment materials (including mass mailings) will be translated into Spanish. Lastly, we plan to engage in a public awareness campaign to boost applications from this subgroup by enhancing NCS's visibility and reputation in a community where English is a second language in many households. The public awareness campaign will consist of targeted outreach events, social media, marketing materials, advertising, media coverage and parent ambassadors from the local community.</p>

	volunteers, to assist us with recruiting their family and friends who have school age children as well as soliciting interest from local businesses.	
Students with Disabilities	NCSH specifically recruits students with disabilities as part of our specialized program for students with high functioning autism spectrum disorders. We received over 105 applications for our ASD program. We partnered with Bronx Lebanon Hospital Parent Autism Group, Columbia Hospital Promise Program, and YAI to help boost awareness. We connected with autism parent support groups via social media, such as Autism Mom's Support Group, Specialized Autism Support & Information, and Single Parents Of Children With Autism. We also presented at the JCC Manhattan/NYL Lifestart Sped School Fair and YAI Conference.	We will continue to build on our relationships with community organizations and schools that serve students with special needs. We will build on the marketing materials we created to promote our ASD program. We plan to engage in a public awareness campaign to boost applications for our ASD program by further enhancing NCS's visibility and reputation in the special education sector. The public awareness campaign will continue to build on our targeted outreach events, social media, marketing materials, advertising, media coverage, and parent ambassador program.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	NCSH has minimal attrition compared both with local DOE schools and with other charter schools. Our retention efforts are primarily directed at meeting the individual needs of our students and creating strong bonds with	NCSH has had success retaining economically disadvantaged students. We will continue the same retention efforts we executed in the 2019-20 school year with a greater focus on engaging families during the summer months, particularly given the challenges of Covid-19. We will continue to host family

	<p>families. Several members of our team, including the Operations team are fluent in Spanish and work to ensure that Spanish-speaking families are fully included in all aspects of their children's education.</p>	<p>friendly events throughout the summer to keep parents engaged and connected to the school. Furthermore, members of the Operations team will personally reach out to each family over the summer to offer support and continuously gauge their interest in returning the following school year.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>NCSH has minimal attrition compared both with local DOE schools and with other charter schools. Our retention efforts are primarily directed at meeting the individual needs of our students and creating strong bonds with their families. Several members of the staff, including members of the Operations team, are fluent in Spanish and work to ensure that Spanish speaking families are fully included in all aspects of their children's education. All family communications and social media are posted in both English and Spanish.</p>	<p>NCSH has had success retaining English language learners. We will continue the same retention efforts we executed in the 2019-20 school year with a greater focus on engaging families during the summer months. We will continue to host family friendly events throughout the summer to keep parents engaged and connected with the school. Furthermore, members of the Operations team will reach out personally to each family over the summer to offer support and continuously gauge their interest in returning the following school year.</p>
<p>Students with Disabilities</p>	<p>NCSH has minimal attrition compared both with the local DOE schools and with other charter schools. Our retention efforts are primarily directed at meeting the individual needs of our students and creating strong bonds with their families. We hold specific events for our families in the ASD program, such as parent only social and networking events and family picnics.</p>	<p>NCSH has had success retaining students with disabilities. We will continue the same retention efforts that we executed in the 2019-20 school year with a greater focus on engaging all families of students with the IEP through family and parent only events during the school year and summer months.</p>

Entry 12 Percent of Uncertified Teachers

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Entry 12 Uncertified Teachers

School Name: NEIGHBORHOOD CHARTER SCHOOL OF HARLEM 310500861015

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category B: not to exceed 5	5.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category C: not to exceed 5	5.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	31

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	27

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	73



Thank you.

Entry 13 Organization Chart

Completed Sep 30 2020

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

[SY20 NCS Organization Chart](#)

Filename: SY20 NCS Organization Chart.pdf **Size:** 83.8 kB

Entry 14 School Calendar

Completed Sep 30 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

[2020-21 Instructional Calendar v10 CH 20200824](#)

Filename: 2020 21 Instructional Calendar v10 CH 20200824.pdf **Size:** 194.9 kB

Entry 15 Links to Critical Documents on School Website

Completed Sep 30 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: **Neighborhood Charter Schools: Harlem**

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school’s website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://ncschools.org/about-ncs/ncs-board/
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://ncschools.org/about-ncs/ncs-board/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://ncschools.org/about-ncs/ncs-board/
3. Link to NYS School Report Card	https://ncschools.org/about-ncs/ncs-board/
4. Most Recent Lottery Notice Announcing Lottery	https://ncschools.org/about-ncs/ncs-board/
5. Authorizer-Approved DASA Policy	https://ncschools.org/about-ncs/ncs-board/
6. District-wide Safety Plan	https://ncschools.org/about-ncs/ncs-board/
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://ncschools.org/about-ncs/ncs-board/
7. Authorizer-Approved FOIL Policy	https://ncschools.org/about-ncs/ncs-board/
8. Subject matter list of FOIL records	https://ncschools.org/about-ncs/ncs-board/
9. Link to School Reopening Plan	https://ncschools.org/for-families/

Thank you.



Entry 16 COVID 19 Related Information

Completed Sep 30 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are

encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Neighborhood Charter Schools: Harlem

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	656	614	603

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participants

															ting Stud ents
Font as & Pinn ell	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	✗	416
ELA : Unit Ass ess me nts/ nov el proj ects	✗	✗	✗	✗	✗	✓	✓	✓	✓	✗	✗	✗	✗	240	
Mat h: EOY cum ulati ve ass ess me nts	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	656	
Alg ebr a I EOY Ass ess me nt (Re gen ets Clas	✗	✗	✗	✗	✗	✗	✗	✗	✓	✗	✗	✗	✗	24	

s)														
Science: EOY Projects	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	416
Science: EOY Cumulative Assessments	✗	✗	✗	✗	✗	✓	✓	✓	✗	✗	✗	✗	✗	192
Science: Biology Assessment (Regents Class)	✗	✗	✗	✗	✗	✗	✗	✗	✓	✗	✗	✗	✗	48
History: EOY Cumulative Assessment	✗	✗	✗	✗	✗	✓	✓	✗	✗	✗	✗	✗	✗	130

History: Unit Assessment	x	x	x	x	x	x	x	x	✓	✓	x	x	x	x	110
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
Total															223 2.0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Sep 30 2020

[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)

Please provide the full name of **ANY and ALL** instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

[NCS Harlem Staff Roster as of 8-3-2020](#)

Filename: NCS Harlem Staff Roster as of 8 3 2020.xlsx **Size:** 14.4 kB

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Walter Rendon

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board of Trustees

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	none	none	none

DocuSigned by:

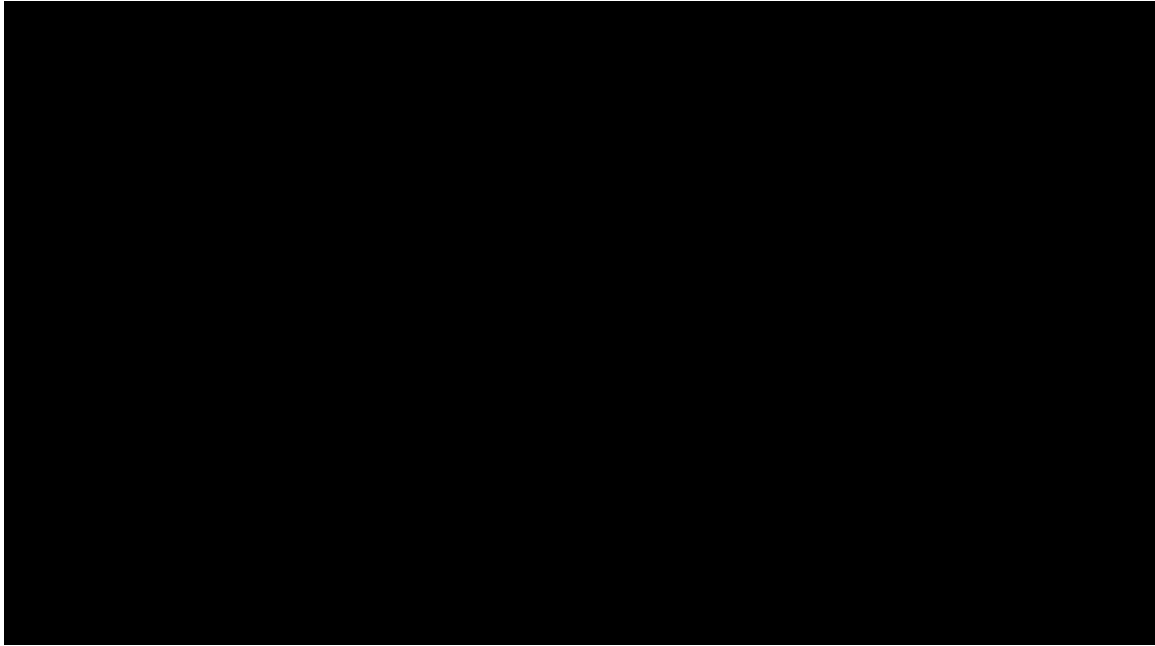
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7/27/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Brian Hamilton

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

n/a

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

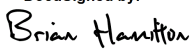
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

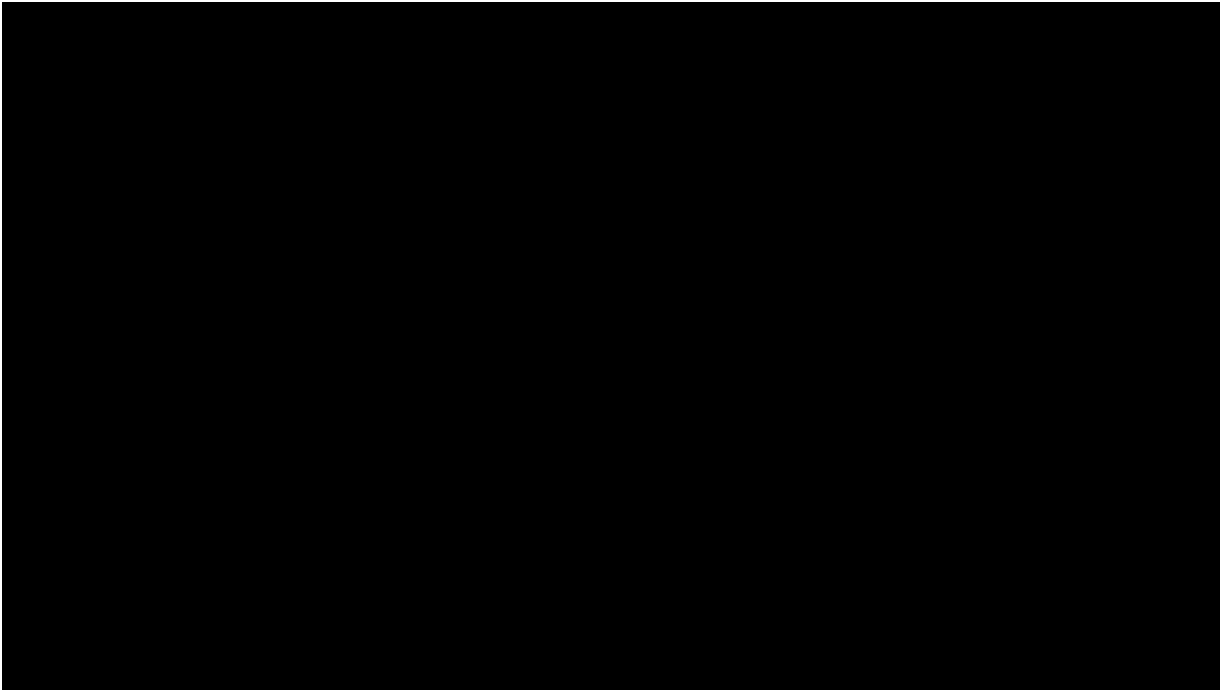
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7/27/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Jennifer Lindsay

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Finance Committee Member

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
none			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
none				

DocuSigned by:

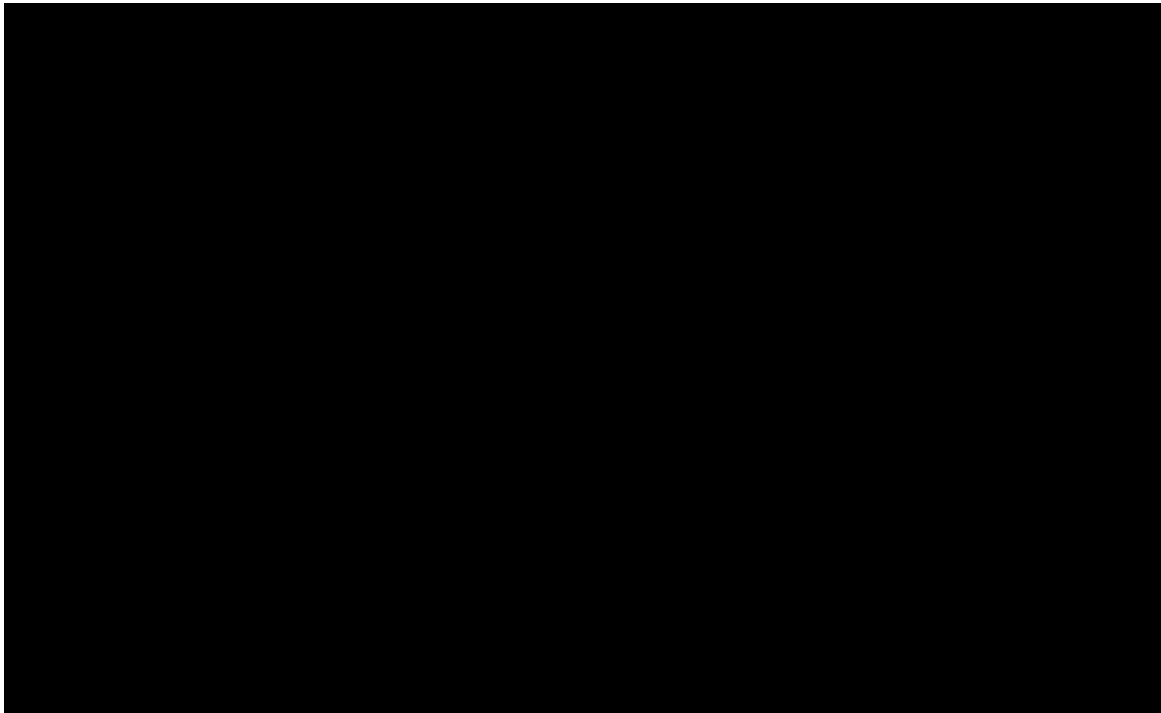
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7/27/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Jefferson Hughes

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Vice President

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

None

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

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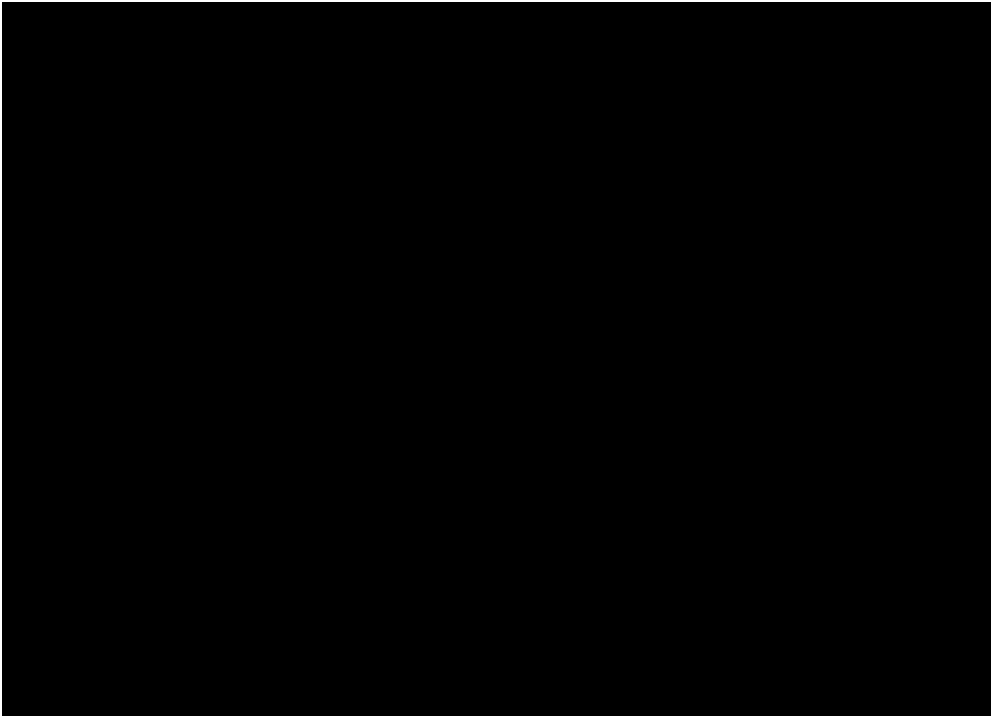
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7/27/2020

Signature

Date

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8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Everardo Jefferson

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

No

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

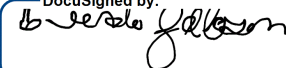
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	N/A	N/A

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	N/A	N/A	N/A	N/A

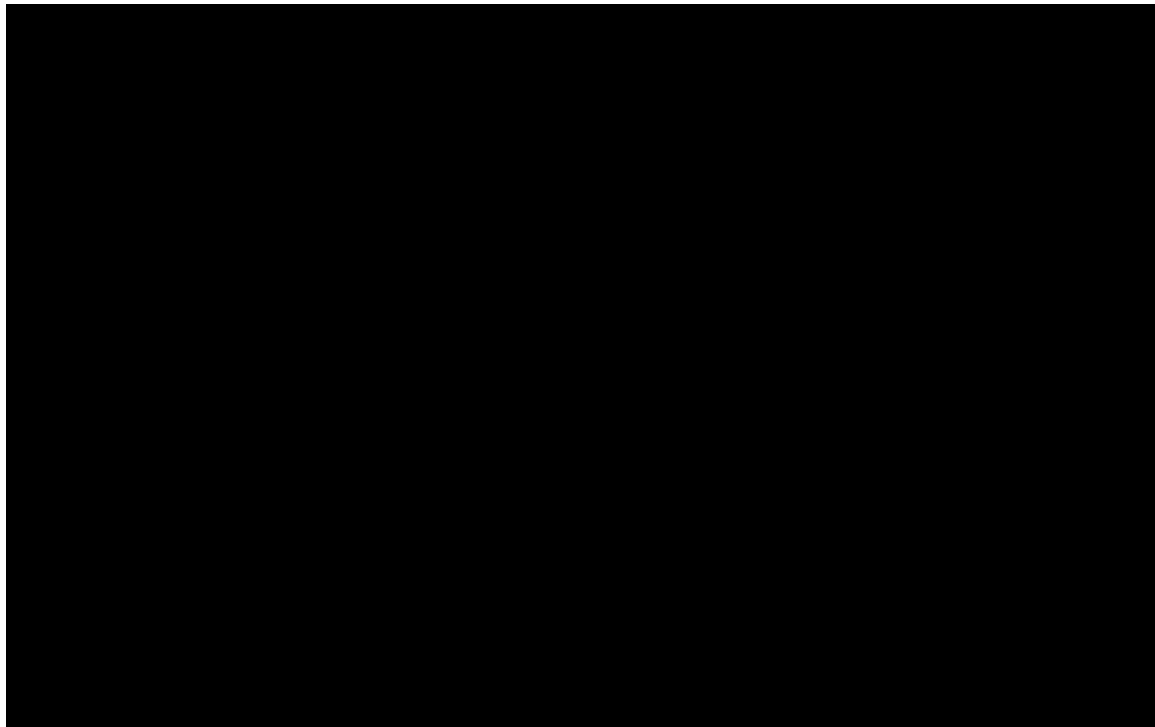
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7/27/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Patricia Soussloff

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

President

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

None

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None		

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

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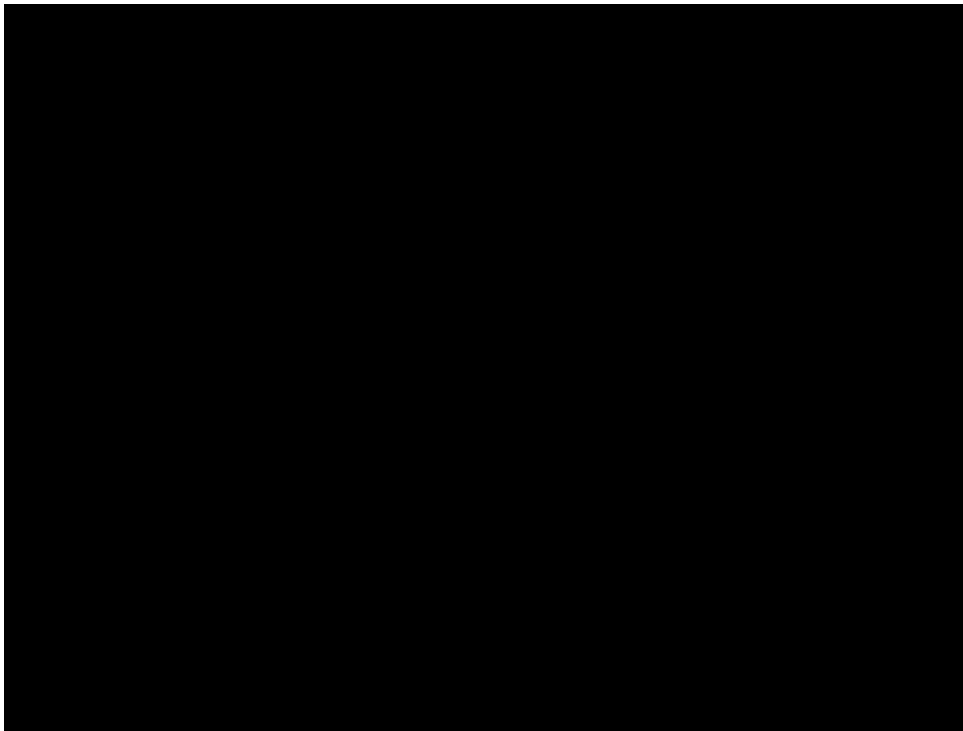
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7/27/2020

Signature

Date

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/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Samantha Ramos

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Parent representative.

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

None

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

Yes. Mother of 2 scholars.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No


If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

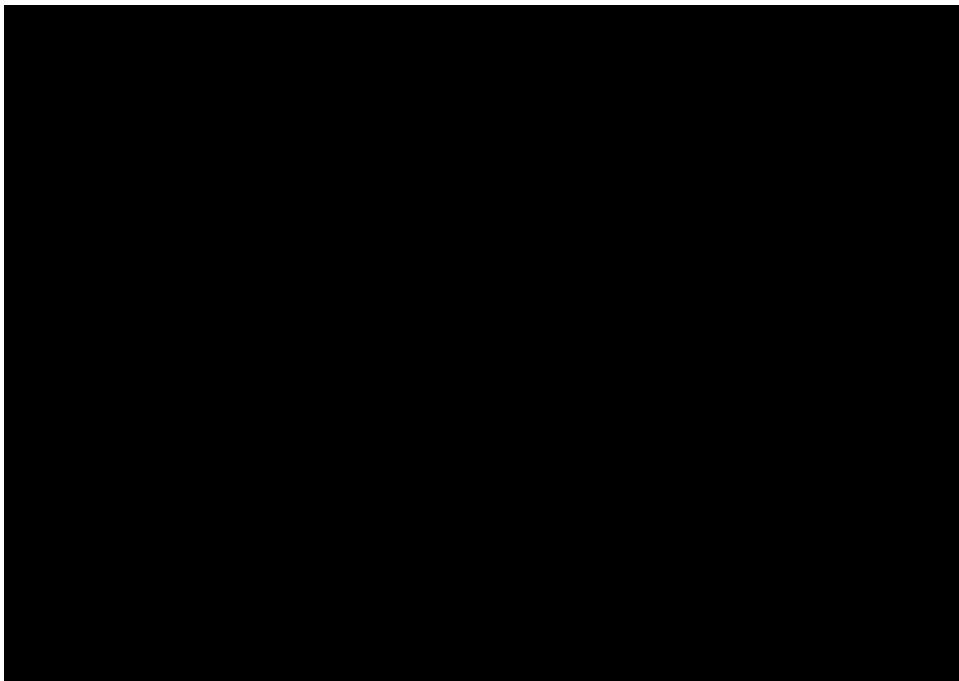
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7/27/2020

Signature

Date

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d 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Cliff Schneider

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Secretary

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No .

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No


If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None .			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None.				

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7/28/2020

Signature

Date

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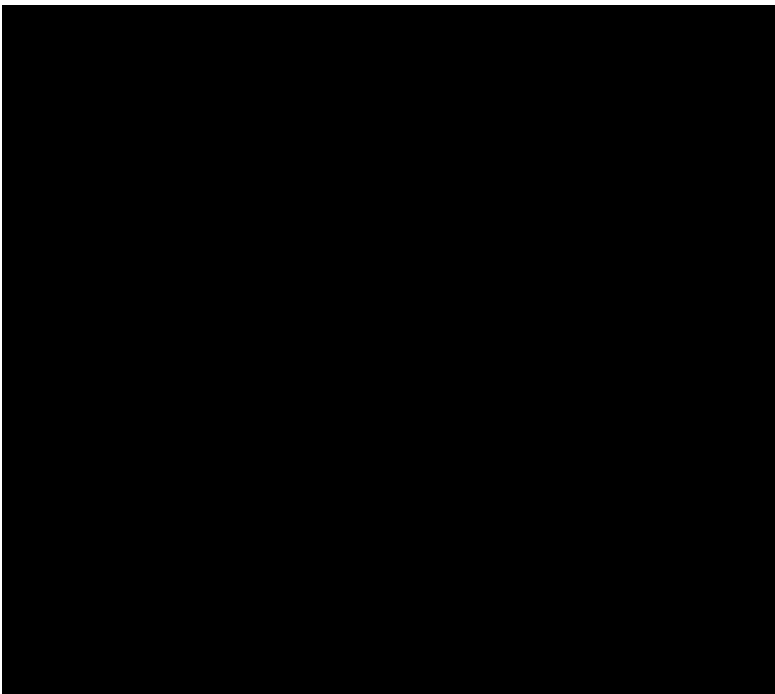
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06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Arthur Sadoff

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Nominating committee

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

n/a

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

N/a

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

N/a

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

N/a

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.


n/a

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
n/a	N/a	N/a	N/a

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
none	None	None	None	None

DocuSigned by:

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7/30/2020

Signature

Date

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Derek Fleming

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Vice President

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	none	none	none non

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
none	n/a	n/a	n/a	n/a

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7/29/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Justena Kavanagh

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

none

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

none

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

none

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

none

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
none	none	none	none

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
none	none	none	none	none

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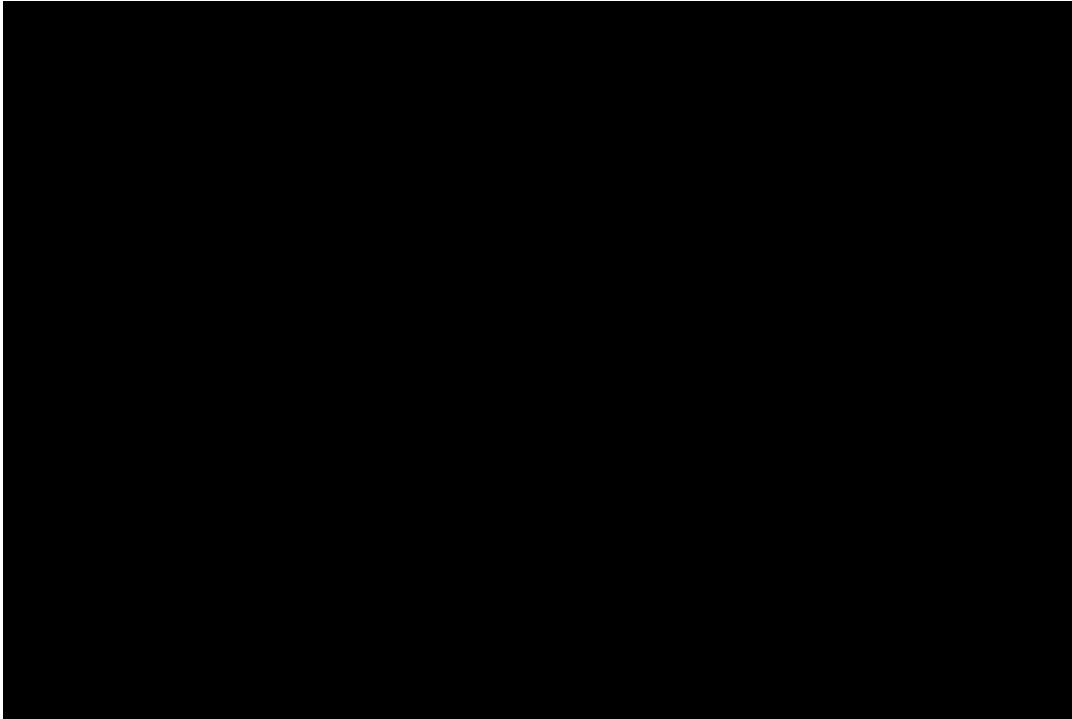
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7/27/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Gail Brousal

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Neighborhood Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Chair of the Accountability Committee

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

not an employee

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

not related

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

not related

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

not related

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

DocuSigned by:

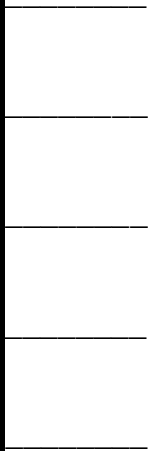
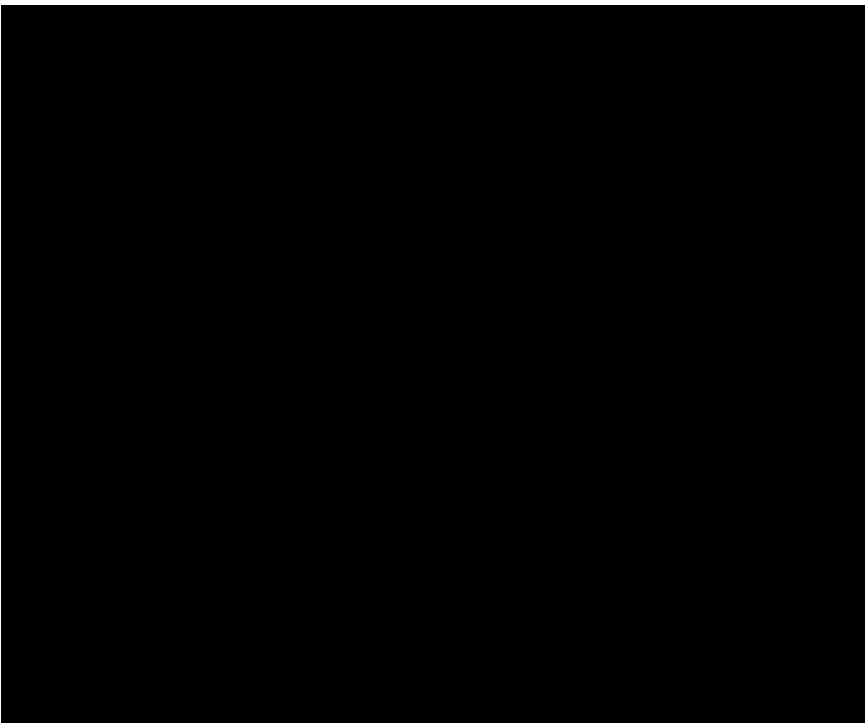
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7/28/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



vised 06/8/2020

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
December 11, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, December 11, 2019 at 411 Wales Avenue, Bronx, NY. The meeting was called to order at 6:06 PM.

Trustees Present in Person:

Everardo Jefferson
Justena Kavanagh
Andrew Popper
Adam Rashid
Arthur Sadoff (by video conferene)
Cliff Schneider
Patricia Soussloff
Walter Rendon

Trustees Absent:

Gail Brousal
Derek Fleming
Brian Hamilton
Jefferson Hughes
Samantha Ramos

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Amanda Fuchs
Nicholas Carton

Eight of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received. Ms. Soussloff welcomed Analiza Wolf as the new NCS Executive Director.

2. Approval of Minutes

A motion was made by Ms. Kavanaugh and seconded by Mr. Popper to approve the minutes from the November 20, 2019 Board meeting and was unanimously approved.

3. President's Report

Ms. Soussloff provided a brief update on the efforts to identify and secure additional real estate in Harlem. A brief discussion ensued.

4. Executive Director's Report

Ms. Wolf gave a brief presentation (today is the end of her third day as Executive Director). Ms. Wolf will be meeting with staff, shadowing a student and speaking with families to phase-in to the role and in January, will give us a report on her findings.

5. Presentation on High School Placement

Amanda delivered a presentation on the status of scholars' applications to high schools and support provided by the School (e.g. private sessions, individual outreach to parents, parent meetings, SHSAT Test Prep and Administration, etc.). Placements will be provided by the NYCDOE in March 2020. A discussion ensued.

6. Chief of Schools Report

Ms. Iannucci delivered a presentation of staff instructional roles and structure (current structure and latest thinking about revisions). Guiding theme is to have resources close to students and staff and staff close to children (working with students, reporting to the principals versus working on teams (e.g. math) that exist outside of the principal-based reporting structure). There are several issues with the current structure- overlaps in function and siloes by teams- and the plan is for these issues to be resolved with a new structure that shifts staff (teams) to be closer to students and teachers and reporting into principals so that the principals can be the instructional leaders of the Schools with these staff members reporting into them. A discussion ensued, as well as a discussion focused specifically on the benefits of a K-4 and 5-8 school-within-a-school structure. Information on staff morale efforts and enrollment numbers were also provided and discussed. Mr. Carton presented on the Harry Potter-esque division of schools onto houses (teams) and the many associated benefits and excitement amongst students, families and staff.

7. Finance Committee

Mr. Rashid presented on finance-related updates. The FY 2021 budget is already being prepared. Enrollment, the need for a new K-1 facility in Harlem and staffing needs are driving considerations.

8. Executive Session

A motion was made by Mr. Schneider and seconded by Ms. Soussloff to enter executive session to discuss employment matters.

9. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. Rashid seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:38 pm

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 December 11, 2019.

Dated: January 29, 2020

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
November 20, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, November 30, 2019 at 691 St. Nicholas Avenue, New York, NY. The meeting was called to order at 5:59 PM.

Trustees Present in Person:

Gail Brousal
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Andrew Popper
Adam Rashid
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Samantha Ramos
Derek Fleming
Walter Rendon (attended by phone conference but not counted for purposes of quorum)

Others in Attendance:

Sarah Iannucci
Michael Renda
Nicholas Carton
Marsha Michaels
Nataki Williams

Ten of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received.

2. Approval of Minutes

A motion was made by Mr. Hughes and seconded by Ms. Brousal to approve the minutes from the October 30, 2019 Board meeting and was unanimously approved.

3. President's Report

Ms. Soussloff began by sharing Analiza Wolf has accepted position as Executive Director. Ms. Iannucci shared about her time with Ms. Wolf and the walk-through with Ms. Iannucci, Mr. Renda and Mr. Carton. Ms. Soussloff also talked about year-end giving from the Board, friends of the Board and strategies for outreach, visits to the new facilities, etc. A brief discussion ensued. The Staff/Board Holiday Party date and location was announced.

4. Interim Executive Director's Report

Ms. Iannucci provided an update on the state of the organization during this transition period, including check-ins with staff (direct reports and operational consultants) to assess needs across the Organization, determine priorities and immediate next steps and ensure that organization-wide leadership feels supported. Ms. Iannucci noted three (3) top priorities—(1) planning for the future (space, staffing and finances); (2) immediately stabilizing the operations team and (3) ensuring strong results this year. Mr. Renda provided insight on (3), too. Ms. Iannucci also presented an enrollment update. A discussion ensued.

5. Finance Committee's Report

Mr. Rashid led a discussion on finances. The Finance Committee met this past Monday (November 18th). It was noted that the Harlem campus is over-enrolled by 11 students and the Bronx is currently under-enrolled by 42 students. Across both campuses on a combined basis, we were budgeted for 805 students and are currently at 799, so financially in a good place—we had projected a surplus of \$850,000 and will now (without additional expense and excluding any temporary operational consultants) have a surplus of \$650,000. Mr. Rashid also noted that the budget for this year will be revised based on student counts and staffing needs, and will also work to produce a budget for next year and update the 5 year budget. A discussion regarding finances ensued.

6. Executive Session

A motion was made by Mr. Hughes and seconded by Ms. Kavanaugh to enter into executive session to discuss employment matters and was unanimously approved. A motion was made by Mr. Schneider and seconded by Mr. Hughes to exit executive session and return to the general meeting and was unanimously approved.

7. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. Rashid seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:33 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 November 20, 2019.

Dated: December 11, 2019

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
October 30, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, October 30, 2019 at 411 Wales Avenue, Bronx, NY. The meeting was called to order at 6:11 PM.

Trustees Present in Person:

Gail Brousal
Jefferson Hughes
Justena Kavanagh
Andrew Popper
Samantha Ramos
Adam Rashid
Walter Rendon
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming
Brian Hamilton
Everardo Jefferson (but present by phone)
Arthur Sadoff

Others in Attendance:

Nine of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received.

2. Approval of Minutes

A motion was made by Ms. Kavanaugh and seconded by Mr. Hughes to approve the minutes from the September 25, 2019 Board meeting and was unanimously approved.

3. President’s Report

Ms. Soussloff began with a brief update on Ms. Smith and the Board passed on their well-wishes. The Chief of Schools update was previously circulated and reviewed by the Board, and a brief discussion ensued.

4. Finance Committee's Report

The written report was previously circulated to and reviewed by the Board, and Mr. Rashid provided a few highlights, including that the Organization received a clean financial audit for FY 2019. There is an updated on overall enrollment- 798- with the Harlem campus fully enrolled and the Bronx campus at 101 students. A conversation ensued. A motion was made by Mr. Popper and seconded by Mr. Hughes to accept the FY 20 audit and authorize its submission to the New York State Education Department by the November 1st deadline, and the motion was unanimously approved.

5. Executive Session

A motion was made by Mr. Schneider and seconded by Mr. Rendon to enter into executive session to discuss employment matters and was unanimously approved. A motion was made by Mr. Schneider and seconded by Mr. Popper to exit executive session and return to the general meeting and was unanimously approved.

6. Board Action Item

As a follow-up to the discussion in executive session, the Board elects to move forward with extending an offer to a candidate for Executive Director, and a motion was made by Mr. Hughes and seconded by Mr. Rashid to authorize Ms. Soussloff to extend an offer to the candidate and negotiate compensation package consistent with the Organization's budget for the Executive Director. The motion was unanimously approved.

7. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Ms. Brousal seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:36 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 30, 2019.

Dated: November 20, 2019

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
January 29, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, December 11, 2019 at 691 St. Nicholas Avenue, New York, NY. The meeting was called to order at 6:07 PM.

Trustees Present in Person:

Gail Brousal
Brian Hamilton
Justena Kavanagh
Samantha Ramos
Adam Rashid
Cliff Schneider
Patricia Soussloff
Walter Rendon

Trustees Absent:

Derek Fleming
Jefferson Hughes
Andrew Popper
Arthur Sadoff

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Nicholas Carton

Eight of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received.

2. Approval of Minutes

A motion was made by Ms. Kavanaugh and seconded by Mr. Rendon to approve the minutes from the December 11, 2019 Board meeting and was unanimously approved.

3. President's Report

Ms. Soussloff noted that April 29th, NYSED will be visiting and wants to meet the Board at 5 pm. Ms. Soussloff shared out details regarding initial conversations with Public Prep re: the potential for partnering for a high school. To date (fiscal year), we have received \$47,000 in donations. Mr. Rashid has informed Ms. Soussloff that he intends to step down from the Board at the end of the year.

4. Executive Director's Report

Ms. Wolf presented on "day in the life" based on shadowing a 1st grader and an 8th grader as well as her listening tour with staff, students, parents and more. There are common themes that emerged re strengths: commitment to students, social/emotional and SPED support, the co-teaching model, science program and high-quality curriculum, as well as areas for growth (improvement): there are space constraints at 691 St. Nicolas (and this affects morale), some growing pains related to the structure and opening of NCS: Bronx (network located in Harlem), summer readiness and operational hiccups during summer 2019, new leadership, student culture in middle school and family engagement. Ms. Wolf also noted that while there is a lot going on and areas for growth, there is a lot to celebrate, and Ms. Wolf shared some strong feedback from NYSED. Ms. Wolf presented on the NCS vision, focused on "NCS ONE TEAM", DEI, Systems and modeling for students. Ms. Wolf also led a discussion re: expanding Harlem facilities, working through operational changes (using Operations Scorecard) and the org chart, improving family engagement. Ms. Wolf also presented on current enrollment statistics and budget to actuals (general education/special education and ASD) and the budget planning process that will be utilized for next year.

5. Bronx 1st Grade Differentiation

Mr. Carton presented on 1st grade performance at NCS: Bronx and the reading deficits present. To address this issue, reading rooms were formed based on reading level and this provided the ability to provide 30 minutes of phonics and 30 minutes of guided reading. So far, this has resulted in significant growth. Mr. Carton also shared information regarding the new students that have joined the School in the past few weeks and how well they are assimilating into the School.

6. Academic Data Update

Ms. Iannuci provided an academic update. F&P data was reviewed from September through December and baseline assessments were discussed, as well as the schedule change that took effect before winter break where core subjects were moved all to the morning.

7. Executive Session

A motion was made by Mr. Schneider and seconded by Ms. Soussloff to enter executive session to discuss employment matters. A motion was made by Mr. Schneider and seconded by Ms. Soussloff to exit executive session. No votes were taken in executive session.

8. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:22 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 January 29, 2020.

Dated: February __, 2020

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
September 25, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, September 25, 2019 at 691 St. Nicholas Avenue, New York, NY. The meeting was called to order at 6:02 PM.

Trustees Present in Person:

Gail Brousal
Brian Hamilton (by video conference)
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming
Andrew Popper

Others in Attendance:

Sherita Smith
Sarah
Victor Rios
Michael

Nine of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received.

2. Approval of Minutes

A motion was made by Ms. Brousal and seconded by Ms. Kavanagh to approve the minutes from the July 24, 2019 Board meeting and was unanimously approved.

3. President's Report

Ms. Soussloff presented a status update on the proposed election of Samantha Ramos. We are awaiting a few items to complete her credentialing requirements before sending to NYSED. With respect to Board Governance matters and succession planning, as per the current by-laws (the Second Amended and Restated By-Laws—adopted in August 2017), there is a term limit of three (3), three (3) year consecutive terms before a trustee has to rotate off for one (1) year before being considered for re-election. This matter will be addressed by amending the by-laws; however, there's also a desire to plan for the future and identify core competencies that may be required on the Board so that if trustees need/want to rotate off the Board or otherwise leave Board service, there are folks with whom to replace. A discussion ensued. There was a motion made by Gail Brousal and seconded by Mr. Sadoff to remove the current term limitation from by-laws, and the motion was unanimously approved, with direction to the Secretary to update the by-laws in the form of the Third Amended and Restated By-Laws and send to NYSED for approval (if required) and otherwise made a part of the NCS's records.

4. Executive Director's Report

Ms. Smith began by announcing that she's expecting her first child in February and was congratulated by the Board. Ms. Smith then continued with a presentation on school launch and challenges, focused on facilities, procurement and impact on staff. While the moves began well, towards the end, there was a rush to get the buildings ready prior to opening. The Bronx Campus was delivered late by Civic, and along with the Harlem Campus, new construction created some unforeseen challenges. Additionally, the procurement process lagged as FF&E was not delivered on-time, which put pressure on the team to get everything organized and set-up prior to staff and student arrival. All of these challenges have had an impact on certain staff and staff relationship, detracted staff from planning for this school year and highlighted a need for additional support staff, systems and structures on the operations-side. A discussion ensued. Ms. Smith also presented on enrollment challenges in the Bronx—150 students were estimated; 110 are currently enrolled. Efforts are underway to continue enrollment, with a focus on ASD students, but the waitlist has been exhausted. The goal is to add 10 students.

5. Election of New (Parent) Trustee Samantha Ramos

Having completed the NYSED-required background check, the following motion- made by Mr. Schneider and seconded by Mr. Hughes was unanimously approved:

The NEIGHBORHOOD CHARTER SCHOOLS 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 NYSED if found, has voted to select Samantha Ramos as a final candidate to its Board of Trustees, with a term to coincide with her term as President of the NCS Parents' Association, pending approval by NYSED. The resolution approving Samantha Ramos is formally adopted upon NYSED's approval.

6. Executive Session

A motion was made by Mr. Rashid and seconded by Ms. Brousal to enter into executive session to discuss personnel matters and was unanimously approved. A motion was made by Mr. Schneider and seconded by Ms. Brousal to exit executive session.

7. Adjournment

Upon returning from executive session, it was announced that no votes were taken. There being no further business, Ms. Brousal moved to adjourn and Mr. Schneider seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:58 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 September 25, 2019.

Dated: October 30, 2019

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
February 26, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, February 26, 2020 at 411 Wales Avenue, Bronx, NY. The meeting was called to order at 6:08 PM.

Trustees Present in Person:

Gail Brousal
Everardo Jefferson
Justena Kavanagh
Andrew Popper
Adam Rashid
Cliff Schneider
Patricia Soussloff
Walter Rendon

Trustees Absent:

Derek Fleming
Brian Hamilton
Jefferson Hughes
Samantha Ramos
Arthur Sadoff

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Michael Renda
Laura Fennon

Eight of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received. Ms. Soussloff also announced that Mr. Popper will be stepping off the Board at the end of this school year.

2. Approval of Minutes

A motion was made by Ms. Kavanaugh and seconded by Mr. Jefferson to approve the minutes from the January 29, 2020 Board meeting and was unanimously approved.

3. Principal's Report. Michael Renda presented on “connecting to the mission of NCS” and shared several stories

4. Executive Director's Report. Ms. Wolf delivered a presentation focused on NCS' vision and priorities; facilities; operations; enrollment; diversity, equity and inclusion; adult culture and organizational restructure. It was noted that as of January 31, 2020, NCS is on budget for the Harlem Campus and 27 students short of budget for the Bronx Campus. With respect to applications for the 2020-21 school year, the Harlem Campus is doing quite well compared to the application target (including ASD applications). In the Bronx Campus, NCS is currently below the application target (including below the ASD application target) but the enrollment team is working hard on generating high quality applications (students who are likely to accept a seat at the Bronx Campus if they receive one). The OPS team mission was reviewed and an update was shared on the OPS structure, which focuses on getting more talent and resources closer to scholars (one example: the Chief of Staff role will become the DOO at the Harlem Campus). An OPS scorecard is produced monthly for review with the OPS team. Listening tours were done with families about likes and changes they would like to see at each campus and results were presented. Bronx Campus families reported that they are generally very happy and are interested in more extracurricular activities and stronger family communication. Harlem Campus families shared similar feedback and added they more facility space is desired, time for the PTA to meet and DEI education to be provided for students and families. A discussion ensued.

5. Finance Report

Mr. Rashid presented a report on finance. The finance committee met this past Monday and meetings are conducted on a monthly basis. A financial summary was presented and discussed.

6. Academic Data Update

Ms. Iannuci provided an academic update along with Ms. Fennon. ELA “dress rehearsal” data was presented and results are showing a slight increase over last year in most grades, with 6th grade having a large increase. With respect to instruction teams for next year, the major changes are moving to a K-4 principal and a 5-8 principal, and the next level of change (years to follow) will be to move the entirety of instructional teams transitioning to being school based. Mr. Renda co-presented along with Laura on ELA Mastery (NCS's instructional program) for both NYS test prep and for improving the overall educational experience for students by teaching

transferrable skills that building students up to be great readers and thinkers. A discussion ensued.

7. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Ms. Brousal seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:40 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 February 26, 2020.

Dated: March 25, 2020

Neighborhood Charter Schools
Notes from the Meeting of the Board Trustees
August 28, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was convened on Wednesday, August 28, 2019 at 411 Wales, New York, NY. The meeting was called to order at 6:06 PM.

Trustees Present in Person:

Andrew Popper
Adam Rashid
Arthur Sadoff
Patricia Soussloff

Trustees requesting to participate by Video:

Derek Fleming
Starr Peoples

Trustees Absent:

Gail Brousal
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Walter Rendon
Cliff Schneider

Others in Attendance:

Sherita Smith
Sarah Iannucci
Victor Rios
Martha Michael, Board Chair, Ivy Hill Prep

Four (4) of the thirteen (13) seated Trustees were in attendance in person and two (2) participated by video but due to technology difficulties could not be seen or heard by those present. Ms. Soussloff noted the lack of a quorum and consequent inability to transact business. The meeting was adjourned. Those present remained for informal updates from Ms. Soussloff and Ms. Smith. Notes from the updates will be circulated to all Board members.

August 28, 2019 Board Meeting Notes

1. Approval of July Minutes

July minutes will be submitted for approval at the September Board meeting.

2. President's Report

Patti attended a conference sponsored by the North East Charter School Network (changing name to New York Charter School Association). The topic was the political landscape for charters in New York State. Summary below:

- There are no charters left in NYC.
- In addition, the Senate is now controlled by Democrats for the first time in a number of years and by the widest margin in a century. With the census taking place this year they will be able to control the re-districting which means Dems will probably control the state legislature for the foreseeable future.
- This is not good news for the charter sector in terms of PPF increases, raising the cap and who knows what else.
- The takeaway was that the sector, especially mom and pops like us, need to engage elected officials to educate them on what we do and make them understand that our parents are their constituents and they vote.
- NECSN asked those who are not yet members to consider joining. Dues are \$10K.

The SED approved our request to open with four K classes in the Bronx.

Patti will be reaching out to Committee chairs to calendar meetings for the year, create goals.

3. School Report (See attached link to her slide deck.)

Sherita reported on our State Exam results which are once again very good. On average our students scored one point lower in ELA and 5 points higher in Math than last year, with some variability among cohorts. 7th graders did especially well. Sherita and Sarah will study in detail the performance of various cohorts and try to understand where differences in teaching and/or classroom culture made a difference in learning.

Amanda Bowman will be working with 7th and 8th graders this year on HS placement with emphasis in four areas:

1. 7th Grade: Work with families to educate them about HS options and requirements (testing, portfolios, etc.)
2. 8th Grade: Help students with application preparation, SHSAT and portfolio preparation.
3. Create plan for staying supporting our students after they leave us.
4. Data

The staff is in the second week of professional development. In addition to curriculum and teaching, there has been a focus on culture, student experience and social and emotional learning. Everyone is excited about the new buildings, setting up their classrooms and

pitching in to help others. August 29 is "Meet Your Teacher" day and school starts September 4!

Facilities: There are a few punch list items at the Harlem sight. In the Bronx various items need completion but nothing major and should be finished by first day. Fire inspections are completed at both sites.

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
July 24, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, July 24, 2019 at 691 St. Nicholas Avenue, New York, NY. The meeting was called to order at 6:06 PM.

Trustees Present in Person:

Gail Brousal
Justena Kavanagh
Starr Peoples
Andrew Popper
Arthur Sadoff
Cliff Schneider (20 minutes late)
Patricia Soussloff

Trustees Present by Video:

Adam Rashid
Walter Rendon (phone only, so not counted as present)

Trustees Absent:

Derek Fleming
Brian Hamilton
Jefferson Hughes
Everardo Jefferson

Others in Attendance:

Sherita Smith
Sarah Iannucci
Victor Rios
Samantha Ramos

Seven (7) of the thirteen (13) seated Trustees were in attendance in person or by video and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. There were no comments.

2. Approval of June Minutes

A motion to approve the minutes of the June 19, 2019 meeting was made, seconded and unanimously approved.

3. President’s Report

NCS:Harlem: Ms. Soussloff asked all trustees to complete and return to Mr. Rios the Disclosure of Financial Interest forms which are required for the NCSH Annual Report to SED.

NCS:Bronx: NCSB has made a request to the SED to open with 90 kindergarten students in 4 classes rather than 60 students in 3 classes as stated in our charter. The rationale for the change is to reduce the need to add students in later grades. It has been our practice to backfill in all grades. Although we expect to continue to add students to replace those lost through attrition, the number of new admits will be smaller, allowing us to more easily integrate new students into our school culture and catch them up to our academic standards, if necessary. This is considered a “non-material change” to our charter by the SED but requires board approval. A motion was made, seconded and unanimously approved to adopt the resolution on Schedule 1.

4. **Nominating and Governance Committee Report**

On behalf of the Nominating and Governance Committee (NGC) Ms. Soussloff presented a list of Board Priorities and Discussion topics for the year. This document was created based on board member responses to the Board Self Evaluation Survey and individual phone calls between board members and members of the NGC.

5. **School Reports**

- a. Ms. Smith reported on her priorities for the leadership team including creating clear systems, roles and responsibilities on both the operational and instructional teams. Staff PD will take place August 19-30 with a larger emphasis this year on school culture. On August 5 staff will participate in a workshop on Race, Equity and Unconscious Bias. Discussion ensued.
- b. Mr. Rios updated the board on hiring and enrollment. Six positions remain to be filled and most of them have a viable candidate. ASD Enrollment at both campuses is still underway and staff are reaching out to several new potential sources for applicants. Discussion ensued.
- c. Ms. Iannucci reported on PD plans for teachers which will highlight using data and student work to drive instruction; culture, values and beliefs (especially Middle School); and roles and responsibilities.

6. **Finance**

Mr. Rios presented the updated Financial Policies and Procedures manual, circulated in advance of the meeting. A motion to approve the updated FPP was made, seconded and unanimously approved.

7. Facilities (Mr. Rios presented.)

NCS:Harlem: TCO was received July 16. Fire Inspection request is in process.

NCS:Bronx: Due to a delay involving Con Ed there may be a delay in receiving TCO until first week of August. Discussion ensued about security procedures at both campuses.

8. NCS: Harlem: Approval of Amended and Restated Lease, Assignment of Lease to FONCS, Sublease from FONCS to NCS and NCS Guarantee of Lease Obligations.

Mr. Schneider presented on the above lease and related documents for 691 St. Nicholas. A motion was made seconded and unanimously agreed to approve the above documents. Mr. Schneider abstained from the vote because he is a FONCS trustee.

At 7:10pm, the trustees moved to Executive Session. At 7:12pm the Board went back into public session. A motion was made, seconded and unanimously approved to adjourn the meeting at 7:12 PM.

Respectfully submitted,

Cliff Schneider

I, Cliff Schneider, duly qualified trustee and Secretary of Neighborhood Charter Schools, a New York education corporation, do hereby certify that the above is a true and complete copy of the Minutes of the July 14, 2019 meeting of the Board.

Dated:

Schedule 1

Resolution approving increasing Bronx kindergarten admissions from 60 to 90 students:

Hereby resolved that NCSB request permission from our authorizer to increase the number of Kindergartners students admitted from 60 (as stated in our charter) to 90 students.

Kindergarten students will be served in four classrooms, two of which will be ASD classrooms and the other two of which will be general education/ ICT classrooms.

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
March 25, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, March 25, 2020 via video and phone conference. The meeting was called to order at 6:03 PM.

Trustees Present:

Gail Brousal
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Andrew Popper
Samantha Ramos
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Claire Henderson
Victor Rios

Twelve of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received. Ms. Soussloff also thanked the staff for the tremendous work they are doing to prepare for

remote learning. Ms. Soussloff also noted that we will postpone our discussion re: Jennifer Lindsay as candidate for Board Trustee to the next meeting.

2. Approval of Minutes

A motion was made by Ms. Kavanaugh and seconded by Ms. Brousal to approve the minutes from the February 26, 2020 Board meeting and was unanimously approved.

3. Executive Director's Report & Academic Update.

Ms. Wolf began by thanking the many staff members who are working hard behind the scenes to advance NCS. A video was shared re: students performing a dance for Black History Month using a Michael Jackson song with powerful lyrics and how this performance and NCS generally works towards implementing our vision and mission and diversity, equity and inclusion. A discussion ensued. Ms. Wolf presented on the information Coach Sean provided re: COVID-19 by preparing a video for students to understand more about the Virus. Thoughts about the potential impact (financial and communications with family wise) with school closed through at least April 20th and perhaps longer, what's been done to date re: closing the campuses and how we plan for the future post-return to school were shared.

Ms Iannuci presented on the challenges with pivoting from regular school days to distance learning, including trying to determine what families required devices for remote learning. Surveys are being used as well as an email for a tech help desk where parents can reach out. Ms. Iannuci shared the on-line resources (e.g. Google Classroom, Seesaw, etc.) for students and families that will facilitate remote learning. A discussion ensued.

Ms. Wolf presented on plans for continuing to prepare the 2020-21 Budget and other 2020-21 planning despite COVID-19 related challenges.

With respect to 2020-21 enrollment, Ms. Wolf discussed how COVID-19 may impact enrollment (including without limitation ASD applications and how YAI being closed may affect enrollment) and applications as well as how the lottery process will work with schools closed. A discussion ensued. Current enrollment data and applications were shared and discussed.

With respect to facilities, as a result of the "listening tours" with families, it was clear that Harlem facilities are a concern. The current Mt. Zion tenant received NCS proposal for using a portion of the facility as of 2020-21, and the current tenant is OK with the NCS utilizing the top floor, subject to further understanding a few of NCS' needs and plans for renovations. With respect to the Bronx, staff has spoken to Civic Builders and this summer, there will be discussions around amending the Lease to get FONCS in the mix to maximize property tax exemption and other benefits.

Ms. Wolf also presented on the 2020-21 calendar, which proposes to reduce the number of instructional days from 193 to 183 to increase professional development for staff and opportunities for staff to collaborate as well as take a much-needed break over the summer to maximize staff effectiveness as well as have regular weekly half-days (on per week). With

respect to the half-days, there are efforts underway to identify ways to provide an after-school session. A discussion ensued.

A motion was made by Mr. Rendon and seconded by Mr. Schneider to approve the proposed change to the number of days from 193 to 183 and have half-days on Friday and was unanimously approved.

4. Finance Report

Mr. Rashid presented a report on finance and how are financial reserve will be helpful and is there to use if and when it is needed. A brief discussion ensued.

5. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. Sadoff seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:34 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 25, 2020.

Dated: April 29, 2020

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
April 29, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on April 29, 2020 via video and phone conference. The meeting was called to order at 6:02 PM.

Trustees Present:

Gail Brousal
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Andrew Popper
Samantha Ramos
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Claire Henderson
Victor Rios
Loretta Kleinberg
Nick Carton
Jennifer Buck
Rachel B.
Laura Rennon
Lindsey Hughes
Michael Renda
Lauren Laney
Jennifer Lindsay

Twelve of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment; Election of New Trustee

Ms. Soussloff began the meeting and invited public comment. No comments were received. Ms. Soussloff also thanked the staff for their hard work during this difficult time of remote learning. Ms. Soussloff also represented Jennifer Lindsay as a candidate for election to the Board. A discussion ensued. Following the discussion, Mr. Hughes made a motion as set forth below which was seconded by Mr. Sadoff to elect Jennifer Lindsay to the Board, and the motion was unanimously approved:

*The Board of Trustees of Neighborhood Charter Schools, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select **Jennifer Lindsay** as a member to its Board of Trustees, with a term expiring on June 30, 2023, pending approval by NYSED. The resolution approving **Jennifer Lindsay** is adopted upon NYSED's approval.*

2. Approval of Minutes

A motion was made by Mr. Popper and seconded by Ms. Brousal to approve the minutes from the March 25, 2020 Board meeting and was unanimously approved.

3. Executive Director's Report & Academic Update.

Ms. Wolf presented a video which highlighted students and staff as connected to the mission of NCS. Ms. Wolf noted that staff are doing their best through this pandemic, but it is indeed challenging. Initiatives and programming (e.g. Diversity, Equity and Inclusion) still continue during the pandemic. Ms. Wolf confirmed that the 180 day requirement was waived through the end of the 2019-20 school year and in addition to focusing on delivering remote instruction, the team is planning for how NCS will reopen physical facilities in the fall and what protocols will be in place should there be an incident of COVID-19. With respect to technology deployed during remote learning, as of today, about 90% of scholars have the full technology required and NCS is working to secure technology for the 10% of students who still require it. 25% of NCS students are using technology that NCS purchased.

Ms. Iannuci presented an update on remote learning and shared notes from families. Teachers re working hard to connect with kids and families by providing support outside of normal school hours to address the needs of families' schedules and in some cases, a limited technology that must be shared with parents and other students within the home. Ms. Iannuci also reported on remote learning attendance. A discussion re: remote learning ensued.

Ms. Wolf also noted that Sherita Smith will be returning from leave on May 1st and welcomed her back. It was also noted that at the May 27th Board meeting, Kimberly Santiago from NYSED's CSO as well as a consultant will join the meeting. A brief discussion ensued.

4. Finance Report

Mr. Rashid presented a report on NCS' finances, including expenditures related to COVID-19 and the provision of technology to NCS students. Mr. Rashid noted that enrollment is down since November 2019 and will remain down for the balance of this school year.

Ms. Wolf presented on plans for the FY 21 budget. Per Pupil Funding (PPF) will be flat, with the potential for further reduction depending on the State's finances. The draft budget has been reviewed with the Finance committee. Included in the Budget are rainy day funds for technology (\$683,000) and Mt. Zion renovations (\$63,000). Ms. Wolf also noted that with cuts to PPF and NCS' needs, there could be mounting deficits in each of the next 4 years based on current expense models.

With respect to Harlem facilities, Ms. Wolf led a discussion regarding Mt. Zion as temporary space. A discussion ensued re: potential deal structure. A discussion also ensued re: an expansion of programming space at 691 St. Nicholas by locating office space and the gym outside of the Building. With respect to Mt. Zion, a motion made by Mr. Hamilton and seconded by Ms. Kavanaugh to provide Ms. Sousloff and Ms. Wolf with the authority to negotiate a sublease with Education Unlimited Lyceum Charter School (the current tenant at Mt. Zion- "EULCS") to sublet a floor at Mt. Zion for up to 25% of EULCS' \$750,000 rent for this coming school year. The motion was approved, with Mr. Schneider recusing himself from the discussion and the vote as he is legal counsel for EULCS. With respect to a long-term lease at Mt. Zion, the current proposed terms are a 30 year term at \$550,000 per year in rent, with 10% increases every 5 years. The lease will be a triple net lease. A discussion ensued re: negotiating a better rent (e.g. \$450,000 per year), credits for renovations performed by NCS and an ability to modify rent terms if PPF does not increase or is reduced.

With respect to the current Sublease for 691 St. Nicholas, a discussion ensued re: the current sublease rent schedule, which was inadvertently light on rent (a discount in the 2019-20 school year was applied throughout the entirety of the Term). A motion was made by Mr. Hamilton and seconded by Mr. Hughes to amend the Sublease to reflect the proper rent schedule as per the budget prepared by CSBM. The motion was unanimously approved, with Mr. Schneider recusing himself as a Trustee on the FONCS Board.

5. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. Sadoff seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:44 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 April 29, 2020.

Dated: May 27, 2020

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
May 27, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on May 27, 2020 via video and phone conference. The meeting was called to order at 6:04 PM.

Trustees Present:

Gail Brousal
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Andrew Popper
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming
Samantha Ramos

Others in Attendance:

Jennifer Lindsay
Analiza Wolf
Sarah Iannucci

Eleven of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Introduction of New York State Education Department Personnel for Mid-Term Review

Ms. Soussloff began the meeting by introducing Kimberley Santiago and Sonia Park from NYSED’s Charter School Office. Ms. Santiago and Ms. Park introduced themselves to the Board and the Trustees introduced themselves to Ms. Santiago and Ms. Park. Ms. Santiago and

Ms. Park presented on NCS' performance under the Benchmark Framework and asked questions of the Trustees regarding the NCS Board's performance and plans and how the Board receives information from NCS staff to perform its oversight duties and hold staff accountable. An interactive question and answer session ensued.

2. Executive Director's Report & Academic Update.

Ms. Wolf, Ms. Iannucci and Ms. Henderson joined the meeting after Ms. Santiago and Ms. Park concluded their agenda. Ms. Wolf began with "connection to the mission" by presenting a video from a middle school scholar, speaking about resilience. The Board then reviewed the NCS Mission. Ms. Wolf then presented an updated on Covid-19 effects on NCS operations and plans for in-person instruction should NCS be able to resume operations without our facilities in the fall. Ms. Iannucci presented on the two potential models that NCS may adopt in the fall- (1) full remote learning; or (2) simultaneous remote and in-person learning.

Ms. Wolf then presented on operations and enrollment:

On the operations front, questions regarding how to return technology, teachers closing their classrooms for one year and receiving materials for the next and organizing NCS facilities are under discussion along with Ms. Smith and DOOs. ON the technology front, NCS continues to invest in technology for scholars to learn form home. 100% of NCS scholars now how technology, 40% of which is provided by NCS, with a plan for each NCS scholar to have technology provided by NCS.

With respect current enrollment, enrollment and attendance during the pandemic remains steady. With respect to enrollment for FY 21, the lottery was effectively run, there is good tracking on completing enrollment and tracking the waitlist and YAI has reopened, helping to evaluate students for ASD placements. In the Bronx, there is a target enrollment of 202. The Operations team has targeted an enrollment of 213. In Harlem, budget is for 441 seats, operations team has targeted and enrollment of 467. Completion of registrations and management of the waiting list is being closed monitored and managed and the numbers show that we are in good shape. A discussion ensued.

Ms. Wolf presented an updated on the potential deal for space within Mt. Zion for the 2020-21 and 2021-22 school year. A discussion ensued. Ms. Wolf also presented on Wales Avenue and the co-tenant leaving and joining the space, as planned.

3. Finance Report

Ms. Wolf and Mr. Rashid presented on the FY 21 collaborative budget creation process and the timeline to approve same. Ms. Wolf also presented on the proposed plan for salary increases for FY 21 and how they are affordable while considering a Covid-19 contingency, potential reduction in FY 20 bonuses and reduction of other expenses. A discussion ensued.

A motion was made by Mr. Hughes and seconded by Mr. Jefferson to approve a 3% salary increase for FY 21 and the motion was unanimously approved.

Ms. Wolf also noted that the 990 has been approved and will be signed by Ms. Smith.

Ms. Wolf noted that with respect to the Sublease for 691 St. Nicholas, FONCS will be due payment for certain expenses that it covered on NCS' behalf that exceed the rent paid to FONCS as a result of a sublease rent schedule that didn't include all expenses that were to be paid for by NCS.

4. Approval of April 2020 Minutes

A motion was made by Ms. Kavanaugh and seconded by Ms. Brousal to approve the April 2020 Board meeting minutes and was unanimously approved.

5. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. Hughes seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, 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 May 27, 2020.

Dated: June 17, 2020

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
June 17, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on May 27, 2020 via video and phone conference. The meeting was called to order at 6:04 PM.

Trustees Present:

Gail Brousal
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Jennifer Lindsay
Andrew Popper
Samantha Ramos
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Todd Sopher
Rachel Broomes
Victor Rios
Lauren Carey
Loretta Kleinberg
Brittany Moser
Lindsay Hughes
Downey Tang
Claire Henderson
David and Hurbert Godoy-Hatcher

Twelve of the thirteen seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment.

Ms. Soussloff began the meeting by welcoming teachers and staff. Ms. Soussloff invited public comments and none were received.

2. Approval of May 2020 Minutes.

A motion was made by Mr. Hughes and seconded by Mr. Sadoff to approve the May 2020 Board meeting minutes and was unanimously approved.

3. Nominating and Governance Committee.

a. Election of Trustees.

Ms. Soussloff, Mr. Sadoff, Mr. Popper and Mr. Rashid's terms are set to expire this year. Mr. Popper and Mr. Rashid have elected not to renew their terms, and Ms. Soussloff offered comments on their respective contributions to the Board and NCS and thanked them for their service. Mr. Sadoff moved and Mr. Schneider made a motion to re-elect Ms. Soussloff and Mr. Sadoff for a new three (3) year term, expiring at the June 2023 annual meeting and the motion was unanimously approved.

b. Election of Officers and Committee Members.

i. Slate of Officers-

1. President/Chair- Ms. Soussloff
2. Vice President- Mr. Hughes
3. Treasurer- Mr. Rendon
4. Secretary- Mr. Schneider

ii. Committee Members and Chairs

1. Finance: Chaired by Mr. Rendon; Ms. Lindsay, Mr. Hughes, Mr. Fleming and Ms. Soussloff Members.
2. Accountability: Chaired by Ms. Brousal; Mr. Sadoff, and Ms. Kavanagh Members.
3. Governance: Chaired by Ms. Soussloff; Mr. Jefferson, Mr. Sadoff and Mr. Rendon, Members.
4. Evaluation: Chaired by Mr. Schneider; Mr. Hamilton, Ms. Soussloff and Mr. Jefferson, Members.
5. Fundraising: Chaired by Ms. Kavanaugh; Ms. Soussloff, Ms. Ramos and Mr. Fleming, Members.

A motion was made by Mr. Rendon and seconded by Ms. Brousal to approve the slate of officers and committees and was unanimously approved.

4. Executive Director's Report.

Ms. Wolf began by thanking teachers and staff as well as a special thanks to Downey Tang and Lindsay Hughes who will be leaving NCS. Ms. Wolf then led the Trustees and others to present on a connection with the NCS mission with a focus on current events affecting the U.S. and our community related to racial injustice and how Scholars will learn about these events. NCS is providing staff and students with support and spaces to process and talk about recent events as well as plans to celebrate Juneteenth.

Ms. Wolf provided an update on the Diversity, Equity and Inclusion efforts. There is a DEI Committee that is working on a variety of initiatives and plans for the next five years and a presentation will be made to the Board shortly.

With respect to plans for the fall, Ms. Wolf presented briefly on existing CDC guidelines and noted that we are awaiting further direction along with the rest of New York from Gov. Cuomo and others regarding what in person facilities will look like in the fall.

Ms. Wolf also provided an update on Harlem real estate: Mt. Zion and the potential for NCS to take space for FY 21, which will not be possible, and Bronx real estate: American Dream is moving out, Dream moving in (as originally planned).

Ms. Wolf presented on the status of enrollment registration. With respect to the Bronx, we are pretty close to meeting targets with respect to families that have completed registration.

5. Finance Report

Ms. Wolf presented on the budget process and how it has transitioned to be a collaborative process throughout various levels of the organization. The FY 21 projects a surplus of \$188,000 which includes a 3% salary increase for staff as well as a conservative budget for ASD and special education students while maintaining a bonus pool, staff moral-focused events, an afterschool program and sports leagues and extracurricular activities, which may be reduced or cut if required for Covid-19 contingency-related matters such as budget cuts.

A motion was made by Ms. Ramos and seconded by Mr. Sadoff to approve the FY 21 Budget and it was unanimously approved.

6. Family Survey

Ms. Wolf presented on the results of the family survey which showed that approximately 57% of families have experienced financial issues as a result of the Pandemic, roughly 90% have reliable internet access and over 75% of families agree or strongly agree that they are satisfied

with NCS' remote learning programs, and over 85% agree or strongly agree that they are pleased social and emotional care being provided by NCS at this time 75% are finding remote learning manageable with 25% still finding it hard to manage.

7. Presentation by Brittany Moser, ASD Coach.

Ms. Moser provided some information about her teaching background and experience at NCS as a 1st grade teacher and then a 3rd grade teacher and now the ASD Coach this school year. Ms. Moser presented on case conference, supporting teachers, supporting families during remote learning and supporting inclusion.

8. Academic Data.

Ms. Iannucci presented on the planning that has been underway for next year and the plans that will be implemented, depending on how the Governor approves learning scenarios for the fall with number of students in a building and other metrics. Ms. Iannucci also presented on how assessments may be conducted should remote learning continue into next year and how accommodations and adjustments will be made to account for the environment if Scholars have to take the assessments while not in a school building, versus in the school building where the environment can be controlled and students with certain needs for accommodations can be met.

9. Adjournment

There being no further business, Mr. Schneider moved to adjourn and Mr. Hughes seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:34 pm.

Respectfully submitted,

Cliff Schneider, Secretary

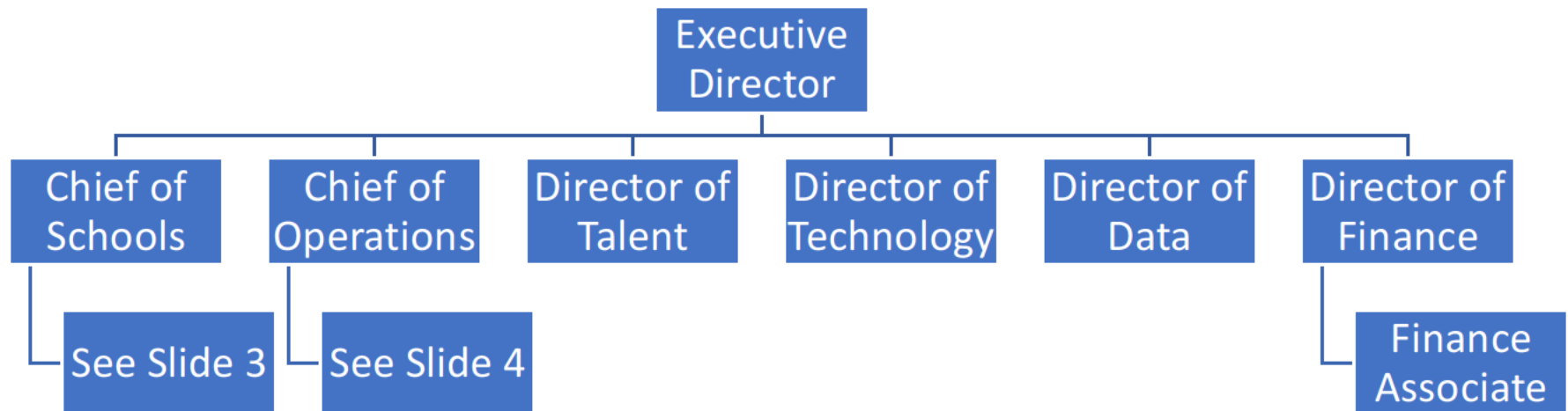
I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, a New York education corporation, do hereby certify that I prepared these Minutes, and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on June 17, 2020.

Dated: July 29, 2020

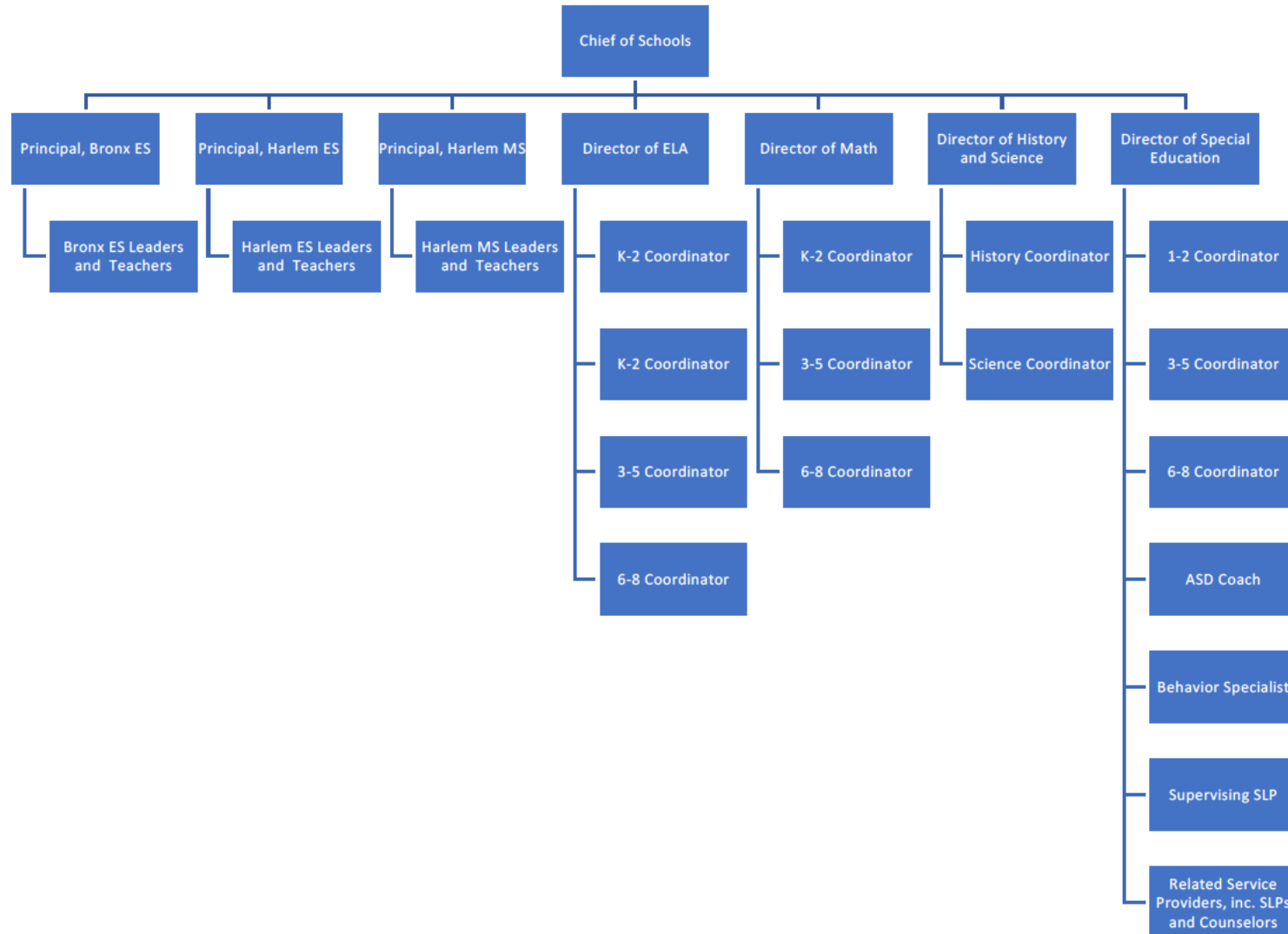
NCS SY20 Org Chart

Updated June 5, 2020

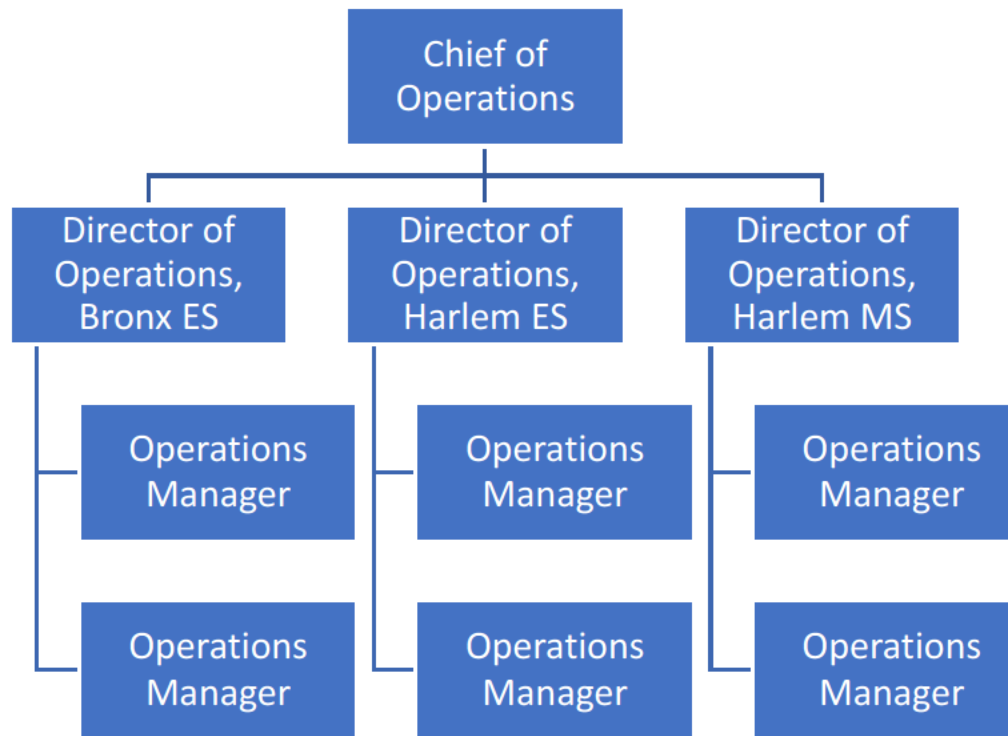
Direct Reports for Executive Director



Direct Reports for Chief of Schools



Direct Reports for Chief of Operations



Neighborhood Charter Schools | 2020-2021 Instructional Calendar

Updated August 24, 2020

JULY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 1 Winter Recess
- 8 Teacher PD/Half Day
- 15 Last day of Q2
- 18 M.L. King Day
- 29 PTC

19 School Days

- 3-5 Leader Training
 - 10-11 New Teacher Training
 - 12-27 Staff Training
 - 28 First Day of School (K only)- half day
 - 31 First Day of School (1-8); Half Day for K only
- 2 School Days

AUGUST 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

- 5 Teacher PD/Half Day
- 15-19 Midwinter Recess

15 School Days

- 1-3 Half Day for K only
- 7 Labor Day
- 18 Teacher PD/Half Day

SEPTEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 5 Teacher PD/Half Day
- 19 Half Day

21 School Days

23 School Days

- 12 Indigenous People's Day
- 23 Last day of Q1
- 30 Teacher PD/Half Day

OCTOBER 2020						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 1 Last day of Q3
- 2 Good Friday
- 9 Teacher PD/Half Day
- 16 PTC
- 20-21 ELA State Exam

21 School Days

21 School Days

- 6 Parent Teacher Conferences (PTC)
- 11 Veteran's Day
- 20 Teacher PD/Half Day
- 26-27 Thanksgiving Recess

NOVEMBER 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2021						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 4-5 Math State Exam
- 17-21 Spring Recess
- 31 Memorial Day

17 School Days

15 School Days

- 11 Teacher PD/Half Day
- 21-31 Winter Recess

DECEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2021						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 11 Teacher PD/Half Day
- 16-24 Regents Window
- 25 Last Day of School (Half-Day)

14 School Days

19 School Days



FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 09.25.2020.

PREMISES

NEIGHBORHOOD CHARTER SCHOOL
691 St. Nicholas Ave
Manhattan, NY 10030

NEIGHBORHOOD CHARTER SCHOOL
691 St. Nicholas Ave
Manhattan, NY 10030

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **09.17.2020**.

~~XXX~~ The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

_____ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

_____ As of XXXXX Documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

_____ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: _____
Anirood Budhoo, Supervising Inspector, PBU

Certificate of Occupancy

CO Number: 122239434F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.	Borough: Manhattan	Block Number: 02050	Certificate Type: Final
	Address: 691 ST. NICHOLAS AVENUE	Lot Number(s): 136	Effective Date: 04/09/2020
	Building Identification Number (BIN): 1090559	Building Type: New	
This building is subject to this Building Code:			
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification:	1-B	(2014/2008 Code)
	Building Occupancy Group classification:	E	(2014/2008 Code)
	Multiple Dwelling Law Classification:	HAEA	
	No. of stories: 6	Height in feet: 80	No. of dwelling units: 0
C.	Fire Protection Equipment: Standpipe system, Fire alarm system, Sprinkler system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Borough Comments: None			



Borough Commissioner



Commissioner

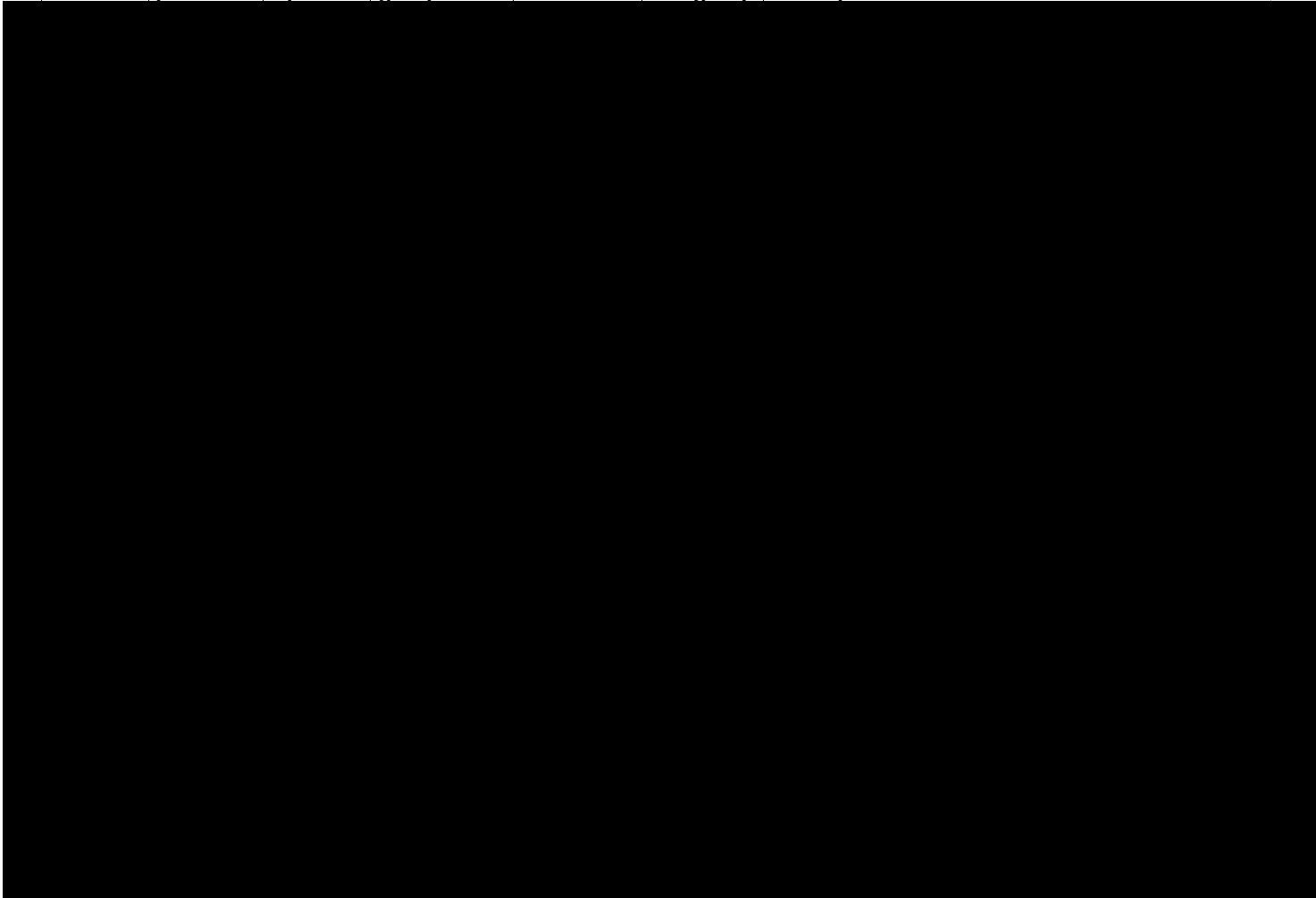
Certificate of Occupancy

CO Number: 122239434F

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
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ZONING LOT EXHIBITS I & III HAVE BEEN FILED AND RECORDED WITH THE DEPARTMENT OF FINANCE UNDER CRFN #S 2016000380161 AND 2016000380162 RESPECTIVELY.

END OF SECTION

Borough Commissioner

Commissioner

END OF DOCUMENT