

**Cardinal McCloskey Charter School**

**Board of Trustees**

**Board Meeting Minutes**

**September 10, 2019**

1. The meeting was called to order by Mr. George Grace, Chairperson, at 6:04 p.m.
2. **Attendance** taken by Mr. Grace

**Present:** George Grace, Dr. William Ursillo, Peter Quinn, Joan Magoolaghan, Joy DeVries, Phyllis Thorne and James McCarthy

**Teleconference:** Dr. Reva Gershen-Lowy

**Excused Absence:** Dunica Charles

**Charter School Staff:** Jennifer Fedele

1. **Sanctuary Community Meeting** was held.
2. **Motion to approve the minutes of August 6, 2019 Board Meeting**

*A motion to approve the minutes of the August 6, 2019 Board Meeting was made by Phyllis Thorne, seconded by Joy DeVries and approved unanimously.*

1. **Chair Report –** Mr. Grace stated he attended the first day of the school opening and noted it was a very exciting, energetic and friendly atmosphere and we are now preparing to move on to phase two. Mr. Grace also noted that at today’s Executive Committee meeting the outstanding policies were discussed and approved.

Mr. Grace mentioned that Ms. Heather Blumberg, from Charter School Business Management (CSBM), noted there is a pot of money available that allows the school to spend more money on the lease. Once the money is reimbursed there will be more funds available for the necessary construction projects at the school. Mr. Grace provided the Principal from Aquinas High School a copy of the updated lease amendment for their review.

**6.0 Proposed Executive Session –** N/A

1. **Action Item Following Executive Summary –** N/A
2. **Actions Items** – The policies listed below were discussed and approved at the Executive Committee meeting.
   1. **A motion to approve the following policies:**

* FERPA and FOIL Policies
* Accountability Policy
* Fingerprinting Policy
* Personal Policy
* DOE’s Student and Parent Bill of Rights
* Volunteer Policy – will be approved at a later date

*A motion to approve the FERPA and FOIL Policies; Accountability Policy; Personal Policy; and the DOE’s Student and Parent Bill of Rights* *was made by Joan Magoolaghan, seconded by Joy DeVries and carried unanimously, the motion was approved and accepted.*

**9.0 Discussion** – The following items were discussed in the Chair and Committee Reports

**9.1** School Opening

**9.2** Accountability and Metrics – Will be discussed at a later date. Mr. Jim McCarthy stated that the proficiency report results can be used to determine if the Charter School will be renewed in five years. Further discussion continued on the other measures used to determine success.

**10.0 Reports**

**10.1 Partner’s Report**

* Ms. Finnerty distributed a book titled “Riley the Brave” written by Ms. Jessica Sinarski, a member of the CMCS Board. Ms. Finnerty provided a summary of the book and suggested it would be a good story to share with the children.
* Ms. Fedele and the CMCS Development Team have organized a press event scheduled for September 24th to inform the Bronx community the school is open.
* The CMCS Annual Golf Outing is scheduled for Monday, September 16th. Ms. Finnerty extended an invitation to all the Charter School Board members.
* Ms. Finnerty will keep the Board informed of an opportunity for space that could possibly be suitable for the school. The conversation is in the preliminary stages. The Board will be kept informed of any progress.

**10.2 Executive Committee Report** – Mr. Grace discussed the following items:

* The approval of the outstanding policies. The Volunteer Policy will be reviewed at a later date.
* Mr. Grace provided an update on the lease amendment for the Charter School

**10.3 Academic Sanctuary Committee Report** – Ms. Thorne provided the following highlights from the Academic/Sanctuary Committee Meeting:

* Ms. Thorne discussed the Sanctuary Training that was provided to the Charter School staff and how eager and interested they were in learning and implementing the Sanctuary model.

**10.4 Finance Committee Report** - Mr. Quinn noted that a comprehensive financial report will be provided at the next Board meeting. On other issues he noted:

* The Committee had launched a search for an auditor, and that they received three responses for their RFP. Mr. Quinn provided a summary of each proposal and the Committee has elected to utilize the lowest bidder, MBAF CPA’s.

**10.5 Fundraising Committee Report –** Ms. DeVries reported on -grants and other various fundraising ideas and opportunities.

* Developing partnerships and volunteers to assist at various fundraising and school events. The Board discussed what background screenings and trainings are necessary for participants and volunteers.
* Working on obtaining donations of equipment and material for the kindergarten class.

**10.6** **Principal’s Report** - Ms. Fedele provided an overview of the first two weeks of school.

* The school opened on August 28th with a full roster. Ms. Fedele noted there is a wait list for first grade and applications are still being accepted.
* Currently working with the NYC Department of Education on bussing issues. It is expected that this situation will be corrected shortly.
* Administrative staff and teachers are available to meet and greet the children and families when they arrive in the morning. There have been approximately 80 – 90 students attending the breakfast program.
* The Board discussed the late pick-up policy and what protocol should be followed when children are picked up late. Dr. Reva Gershen-Lowy discussed the policies that are in place at the Early Childhood Education Division at CMCS.
* The Board discussed what services can be provided to the children and families who are struggling. Ms. Beth Finnerty stated there are resources available from Catholic Charities and CMCS also has services available.
* The Board discussed forming a Parent Volunteer Committee and what background screenings will need to be done in order for parents to volunteer in the school.

1. **Public Participation** – Public Participation was made available to the public
2. **Next Steps** – Next steps were discussed in the above reports.
3. **Adjournment**

*A motion duly made by Joan Magoolaghan, seconded by Joy Devries and carried unanimously, the meeting was adjourned at 7:35 p.m.*