



**Cardinal McCloskey Community Charter School
Board of Trustees Meeting Minutes
May 14, 2024**

The meeting was called to order at 5:01 PM by Mr. James McCarthy. The Chairman greeted all Directors and guests.

Roll Call was conducted by Dr. Reva Gershen-Lowy.

	Present	Absent
James McCarthy	X	
Angel Audiffred	X (remote, no vote)	
Reva Gershen-Lowy	X	
Jennifer Vasquez	X	
William Ursillo	X	
Sr Patricia Broderick	X	
Carolyn Telesmanich		X

Charter School Staff: Dr. Mary Anne DeVivio, Christian Adamkiewicz, Maison Vega, and Lynsey Bailey

Guests: Leslie Cruz and Nicole Morrissey

I. Approval of Agenda

Ms. Jennifer Vasquez motioned to approve the agenda as presented. The motion was seconded by Dr. Bill Ursillo, and the motion passed unopposed.

II. Approval of April 20, 2024, Board Meeting Minutes

Mr. McCarthy presented the minutes from the April 20, 2024, board meeting. Ms. Vasquez motioned to approve the minutes, Sr. Patricia Broderick seconded, and the motion carried unanimously.

III. Committee Reports

A. Finance Committee: Dr. Reva Gershen-Lowy

Dr. Gershen-Lowy submitted the Finance Committee report and presented the Form 990, recommending its approval. Leslie Cruz, CSBM, had prepared the Form 990. She recommended the appointment of BDO as the school's audit firm with the request that a new lead auditor be named.

Ms. Nicole Morrissey and Ms. Leslie Cruz joined the meeting at 5:16 PM.

B. Governance Committee: Mr. Jim McCarthy

Mr. McCarthy submitted the Governance Committee report.

CMCS/CMCCS Memorandum of Understanding: The Memorandum of Understanding expires on June 30, 2024, that was put in place in the beginning of the charter.

CMCS/CMCCS Operational Agreement: The operational expense agreement should be codified.

Strategic goals will be developed with Dr. Mary Anne DeVivio before the start of the school year.

IV. Annual Meeting Items

A. Election of Board Officers

Sr. Patricia nominated officers to remain in their positions as established last year: Mr. Jim McCarthy as Board Chair, Mr. Angel Audiffred as Vice Chair, Dr. Reva Gershen-Lowy as Secretary, and Ms. Jennifer Vasquez as Treasurer. Ms. Vasquez seconded, and the motion passed unopposed.

B. Appointment of Auditor

It is the recommendation of the Finance Committee to maintain BDO as the audit firm, and to request a different partner to oversee the audit. Dr. Ursillo motioned to approve. Ms. Vasquez seconded, and the motion passed unopposed.

C. SY2425 Board Meeting Calendar

The board meeting schedule for the 2024-2025 school year will remain on the first Tuesday of the month at 5:00 PM as follows:

- Tuesday, July 2, 2024

- Tuesday, August 1, 2024
- Tuesday, September 3, 2024
- Tuesday, October 1, 2024
- Tuesday, November 5, 2024
- Tuesday, December 3, 2024
- Tuesday, January 7, 2025
- Tuesday, February 4, 2025
- Tuesday, March 4, 2025
- Tuesday, April 1, 2025
- Tuesday, May 6, 2025
- Tuesday, June 3, 2025

Dr. Ursillo motioned to approve the board meeting calendar, Dr. Reva Gershen-Lowy seconded, and the motion passed unopposed.

D. Approval of SY2425 School Calendar

Ms. Vasquez motioned to approve the SY2425 school calendar. Dr. Ursillo seconded, and the motion passed unopposed.

E. Appointment of Board Counsel

Mr. Jim McCarthy recommended the school retain their current counsel, Whiteman Osterman & Hanna. Dr. Ursillo seconded, and the motion passed unopposed.

F. SY2425 Student/Family Handbook

Dr. DeVivio confirmed Counsel Kevin Quinn vetted the SY2425 Student/Family Handbook. Mr. McCarthy motioned to approve the handbook as presented. Sr. Patricia seconded, and the motion passed unopposed.

G. Current Policies Awaiting DOE SY2425 Guidelines and Requirements

- *District-Wide Safety Plan*: Dr. DeVivio has vetted the safety plan. Mr. McCarthy motioned to approve the safety plan. Ms. Vasquez seconded, and the motion carried unopposed.
- *NYS Immunization Requirement*: Policy to be determined upon receipt of NYS guidelines.

H. Policies for Approval

Mr. McCarthy recommended accepting the following revised policies as presented. Dr. Ursillo motioned to approve the policies. Dr. Gershen-Lowy seconded, and the motion carried unanimously.

- Attendance Policy
- Cell Phone Policy

- Bullying Policy
- Commitment to Excellence
- Complaint Policy (English)
- Complaint Policy (Spanish)
- DASA
- Discipline Policy
- Discipline Policy for Students with Disabilities
- FOIL
- NYS OML Policy
- Grading and Retention Policy
- Growth for Success Policy
- Health Policy
- Immigrant Students Right to Attend Public School
- Internet Safety
- Lottery/Registration Policy
- Sanctuary Policy
- School Safety Plan
- School Wellness Plan
- Student Admission Policy
- Uniform Policy

V. New Business

Graduation will be held on June 24, 2024, at 10:00 AM. The Board will be invited to the graduation ceremony.

VI. Public Comment

There was no public comment.

VII. Adjournment

Mr. McCarthy made a motion to adjourn the meeting and it was seconded by Dr. Gershen-Lowy. The motion carried unanimously, and the meeting was adjourned at 5:29 PM.

Next Meeting: *Tuesday, June 4, 2024, at 10:00 AM*

Submitted by Nicole Morrissey, CheckBox Pro Consultant