

DRAFT



# Cardinal McCloskey Community Charter School

## Minutes

### Board Meeting (Annual)

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#### Date and Time

Tuesday May 14, 2024 at 5:00 PM

#### Location

Cardinal McCloskey Community Charter School  
685 E 182nd Street  
Bronx, NY 10457

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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.

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#### Trustees Present

Angel Audiffred (remote), Dr. Reva Gershen-Lowy, Dr. William Ursillo, James McCarthy, Jennifer Vasquez, Sr. Patricia Broderick

#### Trustees Absent

Carolyn Telesmanich

#### Guests Present

Christian Adamkiewicz, Dr. Mary Anne DeVivio, Leslie Cruz (remote), Lynsey Bailey, Maison Vega, Nicole Morrissey (remote)

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#### I. Opening Items

**A. Call the Meeting to Order**

James McCarthy called a meeting of the board of trustees of Cardinal McCloskey Community Charter School to order on Tuesday May 14, 2024 at 5:01 PM.

**B. Record Attendance**

**C. Approval of Agenda**

Jennifer Vasquez made a motion to approve the agenda as presented.

Dr. William Ursillo seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Approval of Minutes**

Jennifer Vasquez made a motion to approve the minutes from the April 20, 2024, board meeting. Board Meeting on 04-20-24.

Sr. Patricia Broderick seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Committee Reports**

**A. Finance Committee**

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. 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.

### III. 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. 24-25 Board Meeting Calendar

Dr. William Ursillo made a motion to approve the board meeting calendar. Dr. Reva Gershen-Lowy seconded the motion. 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 6, 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

The board **VOTED** unanimously to approve the motion.

#### D. Approval of 24-25 School Calendar

Jennifer Vasquez made a motion to approve the SY2425 school calendar.

Dr. William Ursillo seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Appointment of Board Counsel**

James McCarthy made a motion to recommended the school retain their current counsel, Whiteman Osterman & Hanna.  
Dr. William Ursillo seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**F. SY 24-25 Student Family Handbook**

James McCarthy made a motion to approve the handbook as presented.  
Sr. Patricia Broderick seconded the motion.  
Dr. DeVivio confirmed Counsel Kevin Quinn vetted the SY2425 Student/Family Handbook.  
The board **VOTED** unanimously to approve the motion.

**G. Current Policies Awaiting DOE SY '24-25 Guidelines & 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**

James McCarthy made a motion to approve the policies.  
Dr. Reva Gershen-Lowy seconded the motion.  
Mr. McCarthy recommended accepting the following revised policies as presented.

- 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

The board **VOTED** unanimously to approve the motion.

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:29 PM.

Respectfully Submitted,  
James McCarthy

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Next Meeting: **TUESDAY, JUNE 4, 2024 5PM**