APPROVED

Cardinal McCloskey Community Charter School

Minutes

Board Meeting

Date and Time
Tuesday April 1, 2025 at 5:00 PM

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

Trustees Present
Carolyn Telesmanich (remote), Dr. Reva Gershen-Lowy, Dr. William Ursillo, Happy Laskar (remote), James McCarthy, Sr. Patricia Broderick

Trustees Absent
Angel Audiffred

Trustees who arrived after the meeting opened
Happy Laskar

Guests Present
Christian Adamkiewicz, Dr. Mary Anne DeVivio, Lynsey Bailey, Nicole Morrissey (remote), Svetlana Gnesina (remote)

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 Apr 1, 2025 at 5:04 PM.

B. The Chairman greeted all Directors and guests. The Board of Directors welcomed the newest board member, Ms. Happy Laskar, as nominated by CMCS and appointed by CSI.

C. Welcome Trustee Laskar

D. Roll Call

E. Approval of the April 2025 Board Meeting Agenda

Dr. Reva Gershen-Lowy made a motion to approve the agenda as presented.
Sr. Patricia Broderick seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approval of the March 4, 2025, Board Meeting Minutes

Dr. William Ursillo made a motion to approve the minutes from Board Meeting on 03-04-25.
Dr. Reva Gershen-Lowy seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Principal

A. Principal's Report: Dr. DeVivio

Dr. Mary Anne DeVivio presented the Principal's Report. Keynotes included:

- The Sanctuary Certification visit is scheduled for 6/5/25-6/6/25. The two-day visit will include interviews with teachers, students, and parents.
  - Classrooms benefit from regularly scheduled, immersive learning experiences including guided reading, literacy circles, dedicated writing time, and assessments related to Sanctuary.
  - Sanctuary themes were displayed on bulletin boards created by all classroom teachers.
- The Summer Boost Program will run again this summer for 20 days, partnering with Kips Bay.
- The second mock exam is complete for grades 3-5. Students performed well. Data shows students are prepared to take the ELA, Math, and Science NYS exams in April and May.
- The lottery will be held Wednesday, April 2, 2025. The waiting list is currently at over 200 students.
  - Consideration is being given to opening an additional Kindergarten class.

    - The Dual Language class will expand, opening a new Kindergarten; the existing will expand to first grade.
    - The Discovery program will expand as well. Classes will be open for 1st, 2nd, 3rd, and 4th grade in the 2025-2026 school year.
- The partnership agreement with Teach for America has been signed. CMCCS will be the training site for new teacher Institute and hiring will begin at the end of the summer program.

Dr. DeVivio shared that advertisements for the school have been distributed widely, including in foster care establishments, bus stops, buses, magazines, and other various community places.

III. Committee Reports

A. Academic Committee Report: Dr. William Ursillo

Dr. Ursillo, Chair of the Academic Committee, presented the March 2025 Academic Committee report. Keynotes included:

- Mr. Jesse Ronda presented the mock test data. Student performance is on par with the state, and the committee and school team remain hopeful for recertification.
    - The comparative scores to the state underscore CMCCS performance, as these are higher than district test scores.
- Growth for Success (GfS) plans were reviewed by the committee. These include data from various assessments, are shared in an organized format with parents, and are updated throughout the school year. The final GfS plan takes the place of the final report card so parents are clear on student performance for the year. They are working well for students, and the committee is excited to showcase the work when SUNY visits.
- CMCS offered their support in potentially making the GfS plans even more robust to include additional CMCS services students receive.

B. Finance Committee Report: Dr. Reva Gershen-Lowy

Dr. Gershen-Lowy, Chair of the Finance Committee, presented the March 2025 Finance Committee report. Keynotes included:

***a. February 2025 PA Account Bank Reconciliation*:** Dr. Gershen-Lowy reviewed the PA account financials for February 2025.

- There has been no activity on the account since the prior report.
- The current balance is $4,300.45.

b. February 2025 Money Market Account Statement: Dr. Gershen-Lowy reviewed the February 2025 Money Market account statement.

- There has been no activity on the account.
- Monthly interest has accrued as expected.

c. February 2025 Monthly Financial Report: Dr. Gershen-Lowy reviewed the financials as of February 28, 2025.

- Projected cash on hand is approximately 6 months.
- Enrollment remains the same.
- No major changes since the prior report.
- The committee discussed the $1M surplus in the Money Market account and the need to protect the additional $4M surplus in the operating account.

d. CSBM Recommendations for Surplus Funds: Ms. Svetlana Gnesina presented the CSBM recommended options for how to safely transfer money out of the operating account. Keynotes included:

- The school has accumulated the excess funds over the past five fiscal years, particularly from open positions.
- The CSBM recommendation is to not keep extra funds in the operating checking account to best protect the school's finances.
- CSBM recommends moving the excess funds to the existing Money Market account, which Ms. Gnesina confirmed is very common for schools.
- The funds will earn interest and replenish the checking account to fulfill the school's needs. Other options could earn more interest.
- The school team will decide on projects to fund to spend down the funds through next year, such as updating technology or furniture. The proposed FY25 budget will reflect the plans.

The Directors agreed that once the school team's projects are clear, the board will decide how to deal with the surplus money. Ms. Gnesina confirmed that school can have a slush fund for future investments or invest the extra money. The surplus can be questioned, but this is from years passed and the current budget is balanced; all public funds have been spent judiciously. The Directors chose to defer the decision until the June board meeting. Ms. Gnesina recommended transferring $4M to the current Money Markey account until a final decision has been made.

James McCarthy made a motion to authorize the transfer of $4M from the operating account to the existing Money Markey account.
Dr. William Ursillo seconded the motion.
The board **VOTED** unanimously to approve the motion.
e. Committee Review of the Form 990: Dr. Gershen-Lowy shared that the Finance Committee
reviewed the Form 990 and is recommending the full board approve as presented.
Dr. Reva Gershen-Lowy made a motion to to approve the Form 990 report for FY24.
Sr. Patricia Broderick seconded the motion.
The board **VOTED** unanimously to approve the motion.
Happy Laskar arrived at 5:21 PM.

IV. Governance Committee

A. C. Governance Committee Report: Mr. James McCarthy

Mr. McCarthy, Chair of the Governance Committee, presented the March 2025 Governance Committee report. Keynotes included:

- The reallocation of space is progressing.
- Growth for Success plans were reviewed.
- Strategic goals for SY2425 were established.
  - The current lease expires in June 2026 and will be reviewed deciduously by the Board.
  - The Board will assess the school building's long-term viability for the future.
  - The Board will focus on understanding the best plan for grade expansion.
- The annual evaluation of the Principal Dr. Mary Anne DeVivio, has been completed.

V. Partner's Report

A. CMCS/CMCCS Partner's Report: Dr. Bill Ursillo

Dr. Ursillo presented the CMCS/CMCCS Partner's Report for March 2025. Keynotes included:

- Clinics are operating two days per week.
- CMCS has offered assistance for the Sanctuary Certification on June 4, 2025.
- CMCS and CMCCS are working together on introducing new board member, Happy Laskar.
- CMCS and CMCCS are finalizing the terms of the new lease.

VI. Other Business

A.

Data Security Policies

James McCarthy made a motion to approve the two data security policies from the state conditionally, pending the review by school counsel.
Dr. William Ursillo seconded the motion.
The board **VOTED** unanimously to approve the motion.
Ms. Bailey will be providing a packet of information to CSI for the Board to review. The virtual data review meeting with school leadership will be scheduled in advance of the CSI interview.

The NCSC Conference will be June 29th for all interested Board members. Ms. Bailey will complete Early Bird registration for those attending.

VII. Closing Items

A. Adjourn Meeting

Dr. Reva Gershen-Lowy made a motion to adjourn the meeting.
Dr. William Ursillo seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:47 PM.

Respectfully Submitted,
Nicole Morrissey

Next Board Meeting: Tuesday, May 6, 2025 at 5:00p.m.