DRAFT

Cardinal McCloskey Community Charter School

Minutes

Board Meeting

Date and Time
Tuesday May 6, 2025 at 5:00 PM

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

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

Trustees Absent
Angel Audiffred, Carolyn Telesmanich

Guests Present
Christian Adamkiewicz, Dr. Mary Anne DeVivio, Kamlesh Singh (remote), 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 May 6, 2025 at 5:02 PM.
The Chairman greeted all Directors and guests.

B. Record Attendance

C. Approval of the May 2025 Board Meeting Agenda

Directors reviewed the proposed agenda for the May 2025 board meeting.
Dr. William Ursillo made a motion to approve the agenda as presented.
Sr. Patricia Broderick seconded the motion.
All aye and the motion carried unanimously.
The board **VOTED** unanimously to approve the motion.

D. Approval of the April 1, 2025 Board Meeting Minutes

Mr. McCarthy presented the minutes from the April 1, 2025, board meeting
James McCarthy made a motion to approve the minutes from Board Meeting on 04-01-25.
Dr. William Ursillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Principal's Report

A. Report

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

- The SUNY visit on April 30, 2025, was very successful overall.
- NYS testing began in April. Science and ELA are complete. Math is complete as of May 6, 2025. Student attendance was excellent.
- The Dual Language program will expand for next year, adding kindergarten and expanding in 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.
- Various events will take place in the next few weeks including a Muffins for Mom event, science fair, and 5th grade awards ceremony.
    - Funds from the PA account will be used for the awards.
- The Sanctuary Certification visit is scheduled for 6/11/25-6/12/25. The two-day visit will include interviews with teachers, students, and parents.
    - One-page narratives for each standard were provided in materials submitted for the SUNY/CSI visit.
- The team has been providing registration support to returning and prospective families. There are currently 220 student applications on the waitlist.
- All fifth-grade students have received acceptances to charter and traditional public options.
- The summer grant was awarded for $240K to support the Summer Boost Program for grades K-5.

- 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.
- Laptops and school supply backpacks will be provided to families for SY2526.

III. Committee Reports

A. Academic Committee Report: Dr. Bill Ursillo

Dr. Ursillo, Chair of the Academic Committee, shared that there was no Academic Committee meeting for the month of April 2025.

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

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

a. March 2025 Monthly Financial Report: Ms. Svetlana Gnesina, CSBM, reviewed the financials as of March 31, 2025.

- $7.5M in operating account. Projected cash on hand is approximately 6.5 months, in excellent standing.
- Enrollment remains the same at 445; SpEd enrollment is slightly under budget at 85.
- Revenues and expenses are on track; no major changes since the prior report.
- Projected surplus for the year of $16,000.
- Balance sheet is very healthy. AR includes current year grants for titles. CSBM is working with the school to clean up fixed assets.

b. March 2025 PA Account Bank Reconciliation: Ms. Gnesina reviewed the PA account financials for March 2025.

- There has been no activity on the account since the prior report.
- The current balance is $4,300.45.
- The school has requested to use funds for student awards.

c. March 2025 Money Market Account Statement: Ms. Gnesina reviewed the March 2025 Money Market account statement.

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

d. CSBM Recommendations for Surplus Funds: Ms. Gnesina presented the CSBM recommendation for the Money Market account transfer.
Keynotes included:

- CSBM recommends transferring $4M from the operating account to a Money Market account at Metropolitan Commercial Bank.
- The operating account would remain at Webster.
- CSBM recommends transferring the current balance of $1.1M in the Webster Money Market account to the Metropolitan Commercial Bank account, for a total of ~$5.1M.

James McCarthy made a motion to authorize the opening of a Money Market account with Metropolitan Commercial Bank and the transfer of $4M from the operating account and $1.1M from the existing Money Market account to the new Metropolitan Commercial Bank [Ultra Insured] Money Market account. A roll call vote was conducted.
Dr. Reva Gershen-Lowy seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Angel Audiffred	Absent
Dr. William Ursillo	Aye
Sr. Patricia Broderick	Aye
Dr. Reva Gershen-Lowy	Aye
Carolyn Telesmanich	Absent
James McCarthy	Aye

IV. Governance Committee

A. Governance Committee Report: Mr. James McCarthy

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

- The reallocation of space is progressing.
- A third-party evaluation of the facility will be conducted.
- The committee prepared a recommendation to the full board for SY2526 officers, auditors, and counsel.
- The CMCS board will consider requesting the extension of terms for the trustees whose time on the board is ending.

V. Partner's Report

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

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

- Clinic continues to serve students two times per week.

- Ten students are receiving services.
- CMCS has been supporting with the upcoming Sanctuary certification review.
- CMCS assisted with the onboarding of the new CMCCS board member.

VI. ANNUAL MEETING ITEMS

A. Election of Board Officers

Mr. McCarthy presented the consent agenda including the following items:

1. James McCarthy as Board Chair
2. Angel Audiffred as Vice Chair
3. William Ursillo as Secretary
4. Reva Gershen-Lowy as Treasurer

B. Appointment of Auditor

1. BDO as school auditor

C. Appointment of Board Counsel

1. Whiteman Osterman Hanna as Board Counsel

D. Approval of 25-26 School Calendar

E. SY 25-26 Board Meeting Calendar

F. SY 25-26 Student Family Handbook

G. Compliance Matters

1. SY2526 Guidelines and Requirements
2. District-Wide Safety Plan

Directors reviewed the supporting documents.
James McCarthy made a motion to approve the items on the consent agenda as submitted.
Sr. Patricia Broderick seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Conflict of Interest and Code of Ethics

Mr. McCarthy reminded Directors to complete and submit the annual Conflict of Interest and Code of Ethics forms.

VII. Closing Items

A.

Adjourn Meeting

Dr. William Ursillo made a motion to adjourn the meeting,.
Dr. Reva Gershen-Lowy 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 5:00 PM.

Respectfully Submitted,
Nicole Morrissey

Next Meeting: **TUESDAY, JUNE 3, 2025 5PM**