APPROVED

Cardinal McCloskey Community Charter School

Minutes

Board Meeting

Date and Time
Tuesday June 3, 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

Guests Present
Christian Adamkiewicz, Dr. Mary Anne DeVivio, Lynsey Bailey

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 Jun 3, 2025 at 5:00 PM.
The Chairman greeted all Directors and guests.

B.

Roll Call

C. Approval of the June 2025 Board Meeting Agenda

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

D. Approval of the May 6, 2025, Board Meeting Minutes

Mr. McCarthy presented the minutes from the May 6, 2025, board meeting.
Dr. Reva Gershen-Lowy made a motion to approve the minutes as submitted,.
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:

- Assessment schedule is being finalized for SY2526. NWEA is being added as an additional assessment.
- A robust literacy program is underway for implementation next year, including writing components in support of Sanctuary.
- The Sanctuary certification visit is set for June 11-12, 2025. The pre-visit call has been conducted in preparation.
- Professional development day for staff is June 6, including Sanctuary practices. The PD calendar for August in-service is under construction and will include strategies for SWDs, ELLs, Eureka Math, NWEA, classroom expectations, schedules, and Sanctuary training.
- The Summer Boost program will begin at the end of the school year in partnership with Kips Bay, during which students can use the facilities and pool.
- Enrollment for SY2526 is currently 108 new students, and the waitlist is at 175. Total enrollment is 486, exceeding the 450 goal.
    - An additional dual language kindergarten class and Discovery classes in grades 2-4 will be added.
    - Enrollment is in compliance at fewer than the maximum 525 students.
- 99% of current teaching staff are returning for SY2526. Each classroom will have two certified teachers.
- Fifth grade will be celebrating promotion with various EOY activities, including prom and a class trip to CT.

- Grades 3-5 will have an awards ceremony on June 13, celebrating academic success for over 40 students across these grade levels.

Fordham University will be presenting scholarships to the Valedictorian and Salutatorian in fifth grade.

III. Committee Reports

A. Academic Committee Report: Dr. Bill Ursillo

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

- The Committee discussed academic programming updates with Dr. DeVivio.
- The Committee reviewed preliminary NYS testing results based on the paper-based scores available in third grade. Results are looking promising based on student work.
- An update was provided on the upcoming Sanctuary certification visit, as well as ways in which the Committee could offer support the school team in preparing for the visit. Ms. Fortunata Lardo-DiMarco offered to conduct a mock interview for the school.

The Committee discussed opportunities for CMCS and the Committee itself to offer support the school team, including preparing for the Sanctuary visit.

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

Dr. Gershen-Lowy, Chair of the Finance Committee, presented the May 2025 Finance Committee reports for the May 15, 2025, standard committee meeting, and the May 28, 2025, budget review meeting. Keynotes included:

a. April 2025 Monthly Financial Report: Ms. Svetlana Gnesina, CSBM, reviewed the financials as of April 30, 2025.

- Balance sheet is very healthy. Details are included in the report for additional key points.
- The security deposit is being held by the leaseholder for the current lease until June 2026.

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

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

- The school leadership has requested to use funds for student awards. The PA has signed off on the use of the funds for student trophies for grades 3-5.

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

- There has been no activity on the account.
- Monthly interest has accrued as expected.
- The Webster Money Market account balance is ~$1.1M.
- The Metropolitan Money Market account balance is ~$5.1M.

d. SY2526 Annual Budget Review: Ms. Gnesina presented the SY2526 annual budget for review by the Committee. The Committee recommendation and budget details will be discussed later in the agenda.

C. Governance Committee Report: Mr. James McCarthy

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

- Negotiation of the lease for colocation continues among CMCCS, CMCS, and the Sparkhill Dominican community. It is recommended that school leadership have a contingency plan in place should an agreement not be reached by the start of the school year.
- A third-party evaluation of the facility is being conducted to monitor capital repairs that may be necessary for the safety and security of students.
- The current lease ends June 2026, so the CMCCS will plan accordingly.
- The next board meeting will be July 8, 2025, due to the National Charter School Conference (NSCS).

Mr. McCarthy requested the posting of board materials in a timelier manner to ensure compliance. Committee reports will be submitted as completed, and board meeting minutes will be uploaded upon receipt.

IV. Partner's Report

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

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

- The clinic continues to serve students two times per week.
- Ten students are currently receiving services.
- CMCS will support the preparation of the school leadership team for the upcoming Sanctuary certification review.
- CMCS continues to assist with the onboarding of the new CMCCS board member, including submitting proper documentation to CSI.

V. Action Items

A. SY25-26 Employee Handbook: Mr. McCarthy

Mr. McCarthy presented the SY25-26 Employee Handbook.
James McCarthy made a motion to accept the SY25-26 Employee Handbook as submitted.
Dr. William Ursillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. FY25-26 Annual Budget: Dr. Gershen-Lowy

Dr. Gershen-Lowy presented the FY2526 annual budget.
Dr. Reva Gershen-Lowy made a motion to accept the FY25-26 budget as submitted.
James McCarthy seconded the motion.
Ms. Gnesina highlighted major changes to the budget summary including:

- Revenue:
  - State Grants: $19,503 for per pupil funding (higher than SY2425); $11.6M
  - Federal Grants: IDEA, Title monies, no ESSER funding (variance)
  - Contributions & Donations: Bloomberg grant monies for summer program
  - Interest Income: projecting $209,000 from the $5.1M in the Money Market account at 4.1% interest
  - Total Revenue: ~$12.4M
- Expenses:
  - Compensation: $6.3M from 82 FTEs and 4 PT positions (variance due to fewer total positions)
  - Various projected expenses were reviewed including professional services, board expenses, supplies, technology, assessment materials, student travel, rent, and building maintenance costs.

Total Expenses: ~$12.6M

Total Personnel	51%	47%	-4%
Taxes & Benefits	11%	9%	-1%
Pension	0%	1%	0%

OTPS	38%	43%	5%
TOTAL Expenses	100%	100%	

- Net Deficit: ~$31,000
- Capital Expenses: ~$477,000
- Net income including capital expenditures and excluding depreciation: $19,533

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

VI. Closing Items

A. Adjourn Meeting

Dr. William Ursillo made a motion to adjourn the meeting.
Sr. Patricia Broderick 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 5:41 PM.

Respectfully Submitted,
Nicole Morrissey

Next Meeting: **TUESDAY, JULY 8, 2025 5PM**