APPROVED

Cardinal McCloskey Community Charter School

Minutes

Board Meeting

Date and Time
Wednesday June 3, 2026 at 3:30 PM

ANNUAL MEETING

Trustees Present
Angel Audiffred, Dr. Reva Gershen-Lowy, Dr. William Ursillo, Happy Laskar, James McCarthy, Sr. Patricia Broderick

Trustees Absent
Carolyn Telesmanich

Trustees who arrived after the meeting opened
Happy Laskar

Guests Present
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 Wednesday Jun 3, 2026 at 3:31 PM.
The Chairman greeted all Directors and guests.

B. Roll Call

Charter School Staff: Dr. Mary Anne DeVivio, Christian Adamkiewicz, Jerry Sgambati, and Lynsey Bailey

Guests: Svetlana Gnesina and Nicole Morrissey

CMCCS students greeted the board and guests with a musical performance.

C. Approval of the June 2026 Board Meeting Agenda

Directors reviewed the proposed agenda for the June 2026 board meeting. Mr. McCarthy proposed amending the agenda to provide the Partner's Report before the Principal's Report.
Angel Audiffred made a motion to the agenda as verbally revised.
Dr. William Ursillo seconded the motion.
All aye.
The board **VOTED** unanimously to approve the motion.

D. Approval of the May 2026 Board Meeting Minutes

Mr. McCarthy presented the minutes from the May 6, 2026, board meeting.
Angel Audiffred made a motion to approve the minutes as submitted.
Dr. Reva Gershen-Lowy seconded the motion.
The approved May 2026 minutes will be sent to CSI with the executed lease.
The board **VOTED** unanimously to approve the motion.
Angel Audiffred made a motion to approve the minutes from Board Meeting on 05-06-26.
Dr. Reva Gershen-Lowy seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Partner's Report

A. Partner's Report

Dr. Ursillo presented the Partner's Report for June 2026. Cardinal McCloskey Community Services has reached an agreement with the Dominican Sisters to purchase the property. CMCS has been working to complete its due diligence. Recently, a walkthrough by the architect was conducted to gauge the status of the building and begin developing a project plan to address any necessary updates. The only anticipated changes to the building would be for upgrades. In the convent, housing may be added in the future, but there are no current plans. CMCS Executive Director, Beth Finnerty, will discuss any building proposals with the CMCS board, and take the appropriate next steps. The mutual goal is to update in a manner that allows for the best possible uninterrupted delivery of educational services.

Ms. Happy Laskar arrived at 3:50 PM.

Mr. McCarthy commented that CSI has confirmed there is no option for CMCCS to lease the building from CMCS as the sole member if the current bylaws remain unchanged. It is hoped that CMCS will put in writing its intentions for CMCCS to continue operating a school in the building should they purchase it. During a meeting with CMCS' Executive Director, it was mentioned that CMCS is exploring options related to the CMCCS Board's request to amend its bylaws. Mr. McCarthy will continue to be in touch with CMCS about the status and formal timeline on when CMCS legal counsel will contact CSI/SUNY about the bylaws.

The CMCCS renewal team has requested a letter of commitment for the renewal application submission in July. CMCS will know more about the building purchase status in August. Though CMCS is committed to working with CSI to ensure CMCCS can remain operating the school within the building, the CMCCS team is worried a letter will not suffice for renewal application submission and the timeline is much shorter than August.
Happy Laskar arrived at 3:50 PM.

III. Principal's Report

A. Report

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

- Staff committed with 99% intent to return. Five offers have been made to TFA and two to Monroe graduates.
- FY27 draft budget has been completed to reflect the new hires.
- Currently recruiting for Special Education Director so services can be provided in house.
- Enrollment is currently 448 students. For SY2627, 89 families are fully enrolled, and 63 kindergarten students are fully registered. 47 students are waitlisted.
- The final i-Ready summative was administered earlier this week. As reflected in the charter renewal application, NWEA will be used as the new diagnostic for next school year due to better alignment and data analysis.
- Summer school will take place throughout the month of July. Summer Boost grant was received, and preparation is underway.
- September 10th is Opening Day for SY2627. Meet the Teacher activities will be held during block party on the day before.
- Attendance is currently at 90%.
- Parent-Teacher Conferences were completed and received great feedback. Families greatly appreciate the communication from the school.
- A third Discovery class (2nd grade) will be added for SY2627.
- The renewal committee has been working diligently with the support of Empire Charter on the renewal application. The team reviewed the Spring 2025 evaluation

feedback from last year. Formative assessment practices were identified as areas for growth across classrooms. As a result, Fordham University and other in-house coaching was provided successfully this year.
- The renewal application will include the expansion for grades 6-8. The middle school program will mirror the established Discovery program, following the guidelines for Portrait of a Graduate, focusing on EdSpace. Dr. DeVivio reviewed various programming proposals.
- The Academic Achievement awards ceremony will be on June 15th for grades 3-5. Kips Bay and Fordham University have graciously donated gift cards for student achievement awards.
- The valedictorian and salutatorian have been established for graduation. The Monroe University Chair will be the keynote speaker. The graduation ceremony is June 22nd at 10:00 AM.
- Private bussing vendors are willing to meet with the board if moving forward with OLR.

IV. Committee Reports

A. Academic Committee Report: Dr. Bill Ursillo

Dr. Ursillo, Chair of the Academic Committee, presented the May 2026 Academic Committee report. Keynotes included:

- Dr. DeVivio shared the Principal's Report, which included most of the information shared in the current Principal's Report.
- Current enrollment was shared as well as how the team is supporting the registration process.
- Summer school and the TFA training partnership was discussed.
- The plan for professional development in August was reviewed.
- The charter renewal application will be submitted in July. The OLR space is currently being explored as the school considers middle school expansion.
- The experience of alumni and how the committee can best support will be discussed at the next committee meeting.

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

Dr. Gershen-Lowy, Chair of the Finance Committee, presented the May 2026 Finance Committee report.

Ms. Gnesina reviewed the financial statements for April 2026. As of April 30, 2026, the school had a $8.3M cash-on-hand balance, an excellent cash standing of more than six months. Additional keynotes included:

- There have been no changes in enrollment. There are currently 449 students. There have been no changes to the SpEd enrollment.

    - Due to the high SpEd enrollment, revenues are projected to be about $120K higher than budgeted.
- This is a healthy balance sheet with healthy ratios. There are about $300K in receivables to be collected by the end of the summer. $10M in total assets. Liabilities total approximately $163K for accounts payable.
- The budget vs. actuals report highlighted a projected deficit for the month, but updated numbers will show otherwise with an approximate $392K surplus.
- The Metropolitan Bank account statement reflects a balance of $6.7M having earned $17.5K in interest income for the month of April. The bank reconciliation was reviewed.

Ms. Gnesina shared the highlights of the SY2627 budget draft review. Since the May Finance Committee meeting, there have been minor changes in per pupil funding and personnel projections, as reflected in the updated draft. Keynotes included:

- Increased per pupil funding
- FY26 budget did not include food program (neither revenues nor expenses)
- FY27 includes a 3.5% salary increase for 72 FTE with 3 hourly staff
- Board development and board consultant is included
- Lower spending for special events and uniforms
- Lower spending for tech support due to new contract
- FY26 included travel for professional development, so reallocated
- FY27 liability insurance based on actual estimate
- FY26 included a large purchase for furniture and computers; not for FY27
- Total expenses at $12.5M and $667K net assets, which projects a surplus for the year
- 49% of budget on target for personnel expenses; 43% for OTPS
- 9% of total budget allocated for taxes and benefits

Dr. Gershen-Lowy, noting the SY2627 budget,
Dr. Reva Gershen-Lowy made a motion to authorize the Board Chair to give final approval to this unless there were material changes.
Dr. William Ursillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Governance Committee Report: Mr. James McCarthy

Mr. McCarthy, Chair of the Governance Committee, presented the May 2026 Governance Committee report. Keynotes included:

- Committee members discussed that there are no major updates on the Our Lady of Refuge (OLR) lease progress.

- The insurance policy was discussed as updates are needed. CMCCS needs to add names to those insured. Mr. Adamkiewicz met with Todd Baldwin of CMCS to discuss the necessary changes. One policy has been updated. Mr. Adamkiewicz is working with the insurance company to get the correct language updated on the policy.
- The committee discussed the need for amending the bylaws. Mr. McCarthy shared a draft of an example of the bylaw amendments should CMCS grant permission to amend the bylaws.

V. Closing Items

A. Adjourn Meeting

Dr. Reva Gershen-Lowy made a motion to to adjourn the meeting, and it was.
Angel Audiffred seconded the motion.
The motion carried unanimously, and the meeting was adjourned at 4:31 PM.
The board **VOTED** unanimously to approve the motion.
Dr. Reva Gershen-Lowy made a motion to to adjourn the meeting, and it was.
Angel Audiffred 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 4:31 PM.

Respectfully Submitted,
Nicole Morrissey

Next Board Meeting: July 8, 2026 @3:30pm