APPROVED

Next Generation Charter Schools

Minutes

MetLCS September 2017 Board Meeting

Date and Time
Wednesday September 20, 2017 at 6:30 PM

Location
MetLCS, 180 W. 165th Street, Bronx, NY 10452

Trustees Present
A. Bothner, A. Bryant, A. Ferranti, A. Khatiwada, A. Laraway (remote), J. Haber, J. Lee, J. Roland, T. Bryan

Trustees Absent
G. Goldsmith

Guests Present
Barrett Petty, Eugene Clark-Herrera, J. Finney, John Magliery, John Phan, L. Harris, M. Rousseau (remote), T. Brown, T. Williams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Haber called a meeting of the board of trustees of Next Generation Charter Schools to order on Wednesday Sep 20, 2017 at 6:45 PM.

C. Review the Agenda

D. Approve Minutes from August 24, 2017 Board Meeting

J. Haber made a motion to approve minutes of the August 2017 meeting.
A. Bryant seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Executive Session

A. Executive Session

An Executive Session was held to discuss a matter relating a purchase of real estate.

III. MetLCS Facility Purchase

A. MetLCS Facility Purchase

Mr. Phan updated the Board on the award by the Charter School Financing Program of a $1.6 million grant to support a reserve fund, which would cover one year of debt payments that would be due under the proposed bond issuance. This will save MetLCS approximately $60,000 per year in payments on the debt.

Mr. Phan updated the board on the timing of transaction, which is expected to occur in mid-November. Mr. Phan advised the board on the continuing volatility of the bond market and associated interest rate risks.

IV. Board Chair Update

A. Update

There was no update from the board chair.

V. Principal's Report

A. K - 9 Update

Ms. Williams discussed MetLCS performance on the New York State tests. Overall, scholars improved in ELA over last year; scholars performed worse in Math. MetLCS scholars overall performed better than students in the local school district. The board discussed factors driving scholar performance (including teacher retention and preparation), future performance goals, and the impact this might have on the upcoming charter renewal. Ms. Williams discussed initiatives currently in place to improve scholar performance in the current academic year.

Ms. Williams provided an update on enrollment at MetLCS and CPA. Enrollment in the lower academy is 8 students over budget; CPA enrollment is one below budget. At least half of the CPA scholars continued from middle school into the CPA.

Ms. Williams provided an overview of the qualifications of the new hires.

B. Financial Report

Ms. Rosseau indicated that the school;s overall financial position is strong. The August financial report indicates a strong cash position for the school. The net year-to-date cashflow is higher than budgeted. Accrued expenses include repair work that will eventually be reclassified as depreciation and fixed assets.
T. Bryan made a motion to approve the August financial report.
A. Ferranti seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Executive Director Report

A. Monthly Update

Mr. Brown provided the monthly LHA report. He indicated MetLCS and CPA have had a strong start to the school year and that the school culture is strong. Ms. Lilly continues to serve as assistant principal of the CPA, providing support for the school. Mr. Brown and Ms. Williams will present the board with a report on the annual goals at the October meeting; it will be reviewed first at the monthly education committee meeting.

The search for CPA principal will commence shortly. Mr. Brown will present the education committee with a draft job description for review and the full board will review the hiring plan at the October meeting.

VII. Chief of Staff Report

A. LHA Chief of Staff, Lynise Harris

Ms. Harris provided an update on various initiatives throughout LHA to support scholars to and through college, including an alumni coaching program and One Goal. The network's goal is to cultivate a college-going culture and to provide supports to scholars and their families to get to college.

Ms. Harris provided an update on efforts to improve employee engagement and retention in the region. Such initiatives include hiring a talent director, starting a Teacher Council at MetLCS and measuring employee satisfaction and engagement.

VIII. School Operations

A. Board on Track

Ms. Russell reminded board members to RSVP for each meeting and to update their profile and skills assessment in Board on Track.

B. Charter Renewal

Ms. Russell reported that LHA will provide support for the charter renewal, rather than engaging an outside consultant.

C.

Facilities Update

Mr. Mustafa provided a facilities update. He confirmed that the work was completed to reinforce the columns in the MPR room; LHA continues to work with outside counsel to determine who will retain financial responsbility for the repairs.

Mr. Mustafa reported that leaks on the roof have not been repaired; he continues to follow-up with Turner Agassi to have the issue remediated.

IX. Education Committee

A. Update on Dashboard

Ms. Roland provided an update on the Dashboard; it will be finalized for the October meeting.

At the next meeting, the Committee will lead a discussion around a proposed position description and salary for the CPA principal.

X. Public Comments

A. Public Comments

There were no public comments.

XI. 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 9:00 PM.

Respectfully Submitted,
J. Haber