APPROVED

Next Generation Charter Schools

Minutes

Metropolitan Lighthouse Board Meeting

Date and Time
Thursday October 22, 2020 at 6:30 PM

Mission

We prepare our students for college through a rigorous arts-infused program.

Vision

All students will be taught by a highly effective teacher in a nurturing environment and will achieve at high levels. Each student will develop the knowledge, skills and values necessary for responsible citizenship and life-long learning. The impact of our collective efforts will fundamentally change public education.

Trustees Present
A. Bothner (remote), A. Khanyile (remote), A. Khatiwada (remote), C. Barnes-Watson (remote), E. Chen (remote), J. Boulet (remote), K. Brisseau (remote), K. Shabazz (remote), M. Dorrie (remote), S. Huda (remote), S. Pressley (remote), T. Bryan (remote)

Trustees Absent
None

Guests Present
A. Ames (remote), K. Davidson (remote), K. McGuire (remote), M. Alston (remote), M. Rivera (remote), T. Williams (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Bothner called a meeting of the board of trustees of Next Generation Charter Schools to order on Thursday Oct 22, 2020 at 6:38 PM.

C.

Review the Agenda

D. MetLCS Mission/Vision Reflection and Grounding

II. Education Committee Updates

A. K - 8 Principal Update

K. Davidson discussed COVID, data, and strategic plan

- He outlined that the school experienced it's first case and continues to stay more conservative than directed
- The school is open again as normal this week after abiding by the 14 day quarantine required
- The strategic plan outlines the expansion of the partnership with the Lavinia Group, which results in a closer look at different data sources, to include exit tickets and other pieces of work due to the question of validity of at-home assessments
- 8th graders are all taking HS courses this year and the hope is that these students will be ready to go as sophomores starting next year
- The data dashboard is updated, sheets 1 and 5 are where we should focus -- this includes attendance data (which is low compared to other years, but great compared to other schools in the area). Some students are approaching chronic absenteeism. However, the school is able to account for all families all of the time. K. Perez has been working on connecting with families and understanding their need.
- Tab 1 shows I-Ready data, which replaced NWEA data this year. There is a varying level of reliability, but bare in mind that these assessments are being taken at home and there's only so much that the school can control. The data overall is not desirable, but over 50% of 8th graders are starting the year off either at or above where they need to be in Math in comparison to the rest of the nation
- J. Boulet asked if there is any insight on what would cause the performance variability between cohorts.
- K. Davidson shared that they don't currently have insights on this quite yet, and the school has not identified any trends as of right now, so they are operating at the micro level until those trends are identified
- K. Brisseau asked if Tier 1, 2, and 3 can be explained
- K. Davidson explained that Tier 1 is all students, Tier 2 are students who need additional support, and Tier 3 are students who need significant support

B. 9 - 11 Principal Update

T. Williams reviewed strategic plan goals

- Regents goals (number of students achieving a 75%+)
- I-Ready achievement

In terms of I-Ready data, the HS brought all students into the school and didn't have students test at home. However, 9th and 10th graders scored much higher than upperclassmen. It is assumed that upperclassmen didn't take the assessment as seriously and the younger students. However, the data was still analyzed seriously.

- Credit accumulation goal of at least 11 credits per year

27 students are scheduled to come in tomorrow (Friday) who have been having trouble with credit accumulation, even though they're technically all supposed to be remote on Fridays.

- Graduate goal
- College acceptance rate (100% of students being accepted to at least a 2-year school)

Although T. Williams was going to present college data this month, it's still a bit early in the year to present any hard data.

50% of students attended FAFSA day. It was a great turnout. The school also held SAT day, which had a bit of a low turnout. But that was the day after the school announced a positive COVID case.

C. Education Committee Report

E. Chen shared that next year, the school is going into a renewal year next year and given the current situation, data is very ambiguous. The ed committee implores the board and Dan Pasek to work on gathering information for the following questions:

- How will the renewal process change?
- How will the authorizer be assessing data?
- How are other charter schools who are going through renewal this year or next seeing academic data?

E. Chen encourages the board to continue to become familiar with the academic dashboard.

D. COVID Update

III. Finance Committee Updates

A. General Updates

S. Pressley is asking for three votes

- Finalizing the audit
- Approval on financial services
- Authorizing the finance committee to choose an HR benefits platform

B. Vote Ratification: Audit Approval

Overall, the audit came back with no findings.

- The auditors did recommend that an adjustment be made to the books, but the finance team decided not to adjust

J. Boulet asked if we were satisfied with their service this year

- S. Pressley said she's satisfied with the services and would recommend using them again

M. Rousseau shared that MMB has been an absolute pleasure and also recommends continuing to stay with them.
S. Pressley made a motion to approve, sign and submit the audit report to MMB.
A. Khatiwada seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Huda	Aye
A. Khanyile	Absent
K. Shabazz	Abstain

C. Financial Services

M. Alston shared that the school received 5 RFP responses and interviewed all companies who submitted. The school used a finance RFP tracker to assess all companies.

- CSBM interviewed well, but their cost was comparably high
- MMJ did not have many other charter clients
- BoostEd was well recommended, but was outshined by another company based on team and capacity
- Rios and McGarrigle was too small to respond to our need
- 4th Sector Solutions is the company we'd like to propose to the board -- they were the only company that requested a meeting prior to submitting the RFP. They included all constituents on the call. They seemed very invested in the success of the school and it showed.

A. Bothner co-signed a thorough and thoughtful analysis of this process

J. Boulet commented on the thorough presentation of options

K. Brisseau shared that 4th Sector is also very diverse and it will be a good representation of who are as a school
A. Bothner made a motion to authorize A. Bothner to work with M. Alston and counsel to engage 4th Sector by November 1.
A. Khatiwada seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
K. Shabazz Abstain

D. HR Platform and Benefits

M. Alston reiterated that Little Bird was bought out by TriNet. It's taken a while to get all of this up and running and they've sent a number of documents for the finance committee review just last Tuesday. So the finance committee would like to request that the board grant the finance committee more time to come to a final decision before bringing it to the board for a full vote.

A gap analysis was conducted, but M. Alston will be working with the leadership team and the school to have a more thorough understanding of next steps.

S. Pressley shared that giving them additional time will allow for the new finance company to review all of these items as well and make recommendations as needed.
A. Bothner made a motion to delegate authority to the finance committee to work with M. Alston on the TriNet proposal and bring it for a vote at the November Board meeting.
A. Khatiwada seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
K. Shabazz Abstain

IV. External Relations Committee Updates

A. General Updates

A. Bothner shared that the board is still working to engage this committee and looks forward for things to come in the coming months

A. Khanyile shared that the committee has been able to come up with a mission and vision for the committee over the past month.

V. LHA Updates

A. Enrollment Update

No major updates

B.

LHA Network Update

No major updates

VI. Public Comments

A. Public Comments

No members of the public

VII. School Operations

A. Financial Report

M. Rousseau reviewed September financials and described the balance sheet as "very strong". No concerns noted.
S. Pressley made a motion to approve the September financials.
A. Bothner seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
K. Shabazz Abstain

B. Facilities

M. Rivera shared that all necessary inspections have officially passed. The school is awaiting fire department approval of the evacuation plans and a test of emergency lighting around the building. Other than that, there is nothing outstanding.

There are two pending punch list items that are pending. There is no timeline for FDNY inspection.

C. MetLCS Rooftop Ribbon Cutting

No major updates

VIII. Board Governance

A. Approve Minutes from September 2020 Meeting

J. Boulet made a motion to approve the minutes from Metropolitan Lighthouse Board Meeting on 09-24-20.
S. Pressley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
K. Shabazz Abstain

B. Board Strategic Initiatives

J. Boulet outlined changes the committee is proposing in the red-lined bylaws. Most changes are minimal, outside of committee changes:

- Recreating executive committee and separating it from the governance committee again due to an increased number of trustees. The executive committee will take on interim voting responsibilities and the governance committee will take more of a lead on operationalizing strategic goals
- There are a couple of additions to the Finance Committee that should be reviewed
- The external relations committee goals have been refined and should be reviewed

J. Boulet implores the board to take a look, let her know if there are any questions, comments, or proposed additions, and then there will be a final Governance Committee workshop to finalize and propose to the edited bylaws to the board.

C. Met Support Corp

A. Bothner shared that Met Support Corp the entity that owns the building itself. The board needs to nominate a set of directors to work with M. Alston and Met Support Corp to finalize some documents to vote on for the November meeting. The directors are typically comprised of operations folks and board members. It it proposed that

- M. Alston and K. Perez serve as school operations directions
- A. Bothner, M. Dorrie, and S. Pressley work as directors on the committee

A. Bothner made a motion to vote on all proposed nominated members rather than each person individually.
A. Khatiwada seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
K. Shabazz Abstain

J. Boulet made a motion to approve the proposed slate of nominees for the Met Support Corp board.
A. Khatiwada seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
K. Shabazz Abstain

IX. Executive Session

A. Executive Session

A. Bothner made a motion to move to Executive Session and invite Dan Pasek, K. Davidson, T. Williams, and M. Alston.
J. Boulet seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Shabazz Abstain

A. Bothner made a motion to Exit Executive Session.

T. Bryan seconded the motion.

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

Roll Call

K. Shabazz Abstain

J. Boulet made a motion to separate services with Lighthouse Academies effective at the close of the 2020-21 school year, and also to authorize Aaron Bothner to execute the transition agreement, with the guidance of counsel, according to the parameters specified in Exec Session.

E. Chen seconded the motion.

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

Roll Call

K. Shabazz Abstain

J. Boulet made a motion to authorize Aaron Bothner to sign a joint statement with Lighthouse Academies to announce the intention to separate.

E. Chen seconded the motion.

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

Roll Call

K. Shabazz Abstain

J. Boulet made a motion to alter our organizational structure by creating an Executive Director role for the 2021-22 Academic Year.

E. Chen seconded the motion.

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

Roll Call

K. Shabazz Abstain

J. Boulet made a motion to authorize Aaron Bothner, Khari Shabaaz, and Aluta Khanyile, in cooperation with Pasek Consulting, to proceed in the search for candidates for a Leader in Residence.

E. Chen seconded the motion.

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

Roll Call

K. Shabazz Abstain

J. Boulet made a motion to authorize Aaron Bothner as Chair & Jessica Boulet as Secretary to sign resolutions to enact material revisions to the Charter in keeping with the prior votes.

E. Chen seconded the motion.

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

Roll Call

K. Shabazz Abstain

X. 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 9:42 PM.

Respectfully Submitted,
A. Bothner