



**EMERGENCY BOARD MEETING
AUGUST 31, 2022**

Time: 6:30 pm – 7:30 pm.
Location: Zoom Video Webinar
Facilitator: Robert T. Stewart, Chairman of the Board of Trustees
Board Secretary: Hazelin Williams

Trustees in Attendance: Dr. Roger Ball, Dorothy Burton, Dawn West, Carol Beckles, Claudette Harrison, Marie Graham, Roderick Roberts.

Others Present: Wayne Haughton (Chief Development Officer), Nicholas Stapleton (Chief Academic Officer), Donovan Henry (Chief Financial Officer), Felicia Barracks (Chief Strategic Development Officer), Sandra Oneil (Chief People & Legal Officer).

Chairman Stewart called for the Chief Development Officers' Report.

Report/Reporter: Chief Development Officer
Person Responsible: Wayne Haughton

Mr. Haughton provided the Board with the highlights from his report. Mr. Haughton indicated that it has been a busy and productive summer, but we have been successful in preparations for all schools. All the buildings have been completed in the summer preparations. The temporary Uniondale middle school site, located in West Hempstead was confirmed. The disclosure of the site information was released to families once the contract was signed. The building was completed, and the report will be sent to the authorizers to confirm the site. All Uniondale properties and facilities are prepared, and compliance documents have been submitted to our charter authorizers. As for the new renewal visit, we spoke to our authorizers, and it has been scheduled for September 15, and all preparations are ongoing at this time. We just did our evacuation plan to cover all properties, ensuring that we are following state requirements for all properties. Overall, all the buildings are prepared and ready for the start of the school year and we encourage all the Board members to visit the buildings.

Chairman Stewart requested a motion to accept the Chief Development Officer's Report. Motioned by Trustee Harrison, seconded by Trustee Beckles.

The floor was opened for questions or comments on the Chief Development Officer's Report.

Chairman Stewart called for the Chief People and Legal Officer's Report.

Report: Chief People & Legal Officer

Person Responsible: Sandra Oneil

Ms. Oneil provided the Board with highlights from her report. We are continuously recruiting for new teachers and other staff. New hires include 26 employees. There have been a few resignations at the start of the new school year. Qualified candidates to fill those positions have been identified and scheduled for interviews. Additionally, the international recruitment has been successful. Ms. Gilroy, Human Capital Director – Uniondale, has ensured that all the international recruits are in the country and are settling in. Those teachers are distributed throughout the organization between our Hempstead and Uniondale schools, and they have participated in pre-service for new teachers, which started on 8/22. Returning teachers came back on 8/29. A new staff welcome event was held on 8/17 and was well-attended. On 8/29 all staff attended the fundraising event at Eisenhower Park, where they participated in team building exercises. On 8/30 an all-staff event was held with a great keynote speaker, Antoinette Tuff, who inspired our staff with an account of how she demonstrated tremendous courage in a potential school shooter incident.

Additionally, she outlined the retention bonuses that would be distributed to staff. She stated that a deliberate effort is being made to encourage our employees to remain in our school. We did have some terminations, mostly for our summer programs. Some of the summer aides were released this month, in addition to some of the classroom monitors. Classroom monitors will be brought back in a very small number to help with bathroom, hallway duty, lunch duty, etc. In regard to legal matters, we resolved our claim with the Garner Group. That was settled via an agreement. We also were successful, in the Faith Baptist Church matter as their motion for summary judgement was denied. We will be moving forward with the litigation of the matter.

Chairman Stewart requested a motion to accept the Chief People and Legal Officer's Report. Motioned by Trustee Harrison, seconded by Trustee Roberts.

The floor was opened for questions or comments for the Chief People & Legal Officer's Report.

Chairman Stewart called for the Group Chief Financial Officer's Report.

Report/Reporter: Chief Financial Officer's Report

Person Responsible: Alwaysne Burke

Mr. Henry, the Chief Financial Officer read the report in the absence of the Group Chief Financial Officer. The month of June 2022 reflects revenue, which was slightly higher than budget for the month, and conversely, actual expenses are higher than budget. In the end overall for the month of June, it was positive as the monthly revenue was more than the expenses for the month. If we look at the full 12-year period, the statement of activity for the period ending 6/30/2022, continues to trend positively when compared to budget; actual revenues are greater than budget. Actual expenses are slightly higher than budget, but the net results are positive. The required debt service funds were properly maintained in the designated bank accounts and the school is in compliance regarding the debt service covenant. In terms of our statement of cash flows, the statement, adequately reflects the movement of cash from the school's operating, investing, and financing activity. And in terms of the age of our receivables, most are less than 30 days old. And in terms of CSI ratios, the ratios are in line with CSI's requirement.

Chairman Stewart requested a motion to accept the Group Chief Financial Officer's Report. Motioned by Trustee West, seconded by Trustee Burton.

The floor was opened for questions or comments on the Chief Financial Officer's report.

Resolutions

Resolutions hereafter were given a document number and voted on by Board of Trustees accordingly. Additionally, Chairman Stewart had each trustee vote individually on each resolution.

- **Resolution with document number 8001-2022** - Unanimously passed by the Board of Trustees
Re: Annual Emergency Safety Plan
- **Resolution with document number 8002-2022** - Unanimously passed by the Board of Trustees
Re: SEL Service Provider Contract

With no further questions or comments, Board Chairman Stewart requested a motion to adjourn the meeting. Motioned by Trustee Harrison, seconded by Trustee Beckles.

Board Chairman Stewart thanked everyone for attending. He gave all the Trustees an opportunity to greet all attendees at the Board Meeting. The meeting was adjourned at 7:35 pm.