

**Approved Minutes of
THE MEETING OF THE TRUSTEES OF MANHATTAN CHARTER
SCHOOLS EDUCATION CORPORATION**

December 1, 2021 at 6:00 pm

Meeting called to order at 6:02 pm

In attendance were trustees: Andria Olson, Annabel Javier, Becca Edil, Lauren Schwarz, Megann McManus

School Reps: Genie DePolo

Proposed Minutes

Minutes of the November 3, 2021 meeting were reviewed by the Board and approved without revisions. Trustee McManus was not at the November meeting and therefore did not vote to approve.

Reports

Chief of Schools Report

Weekly COVID testing began on Oct. 28th and will continue throughout the allowable testing period. Since the first testing, to this date, there have been no positive cases detected in either building. At this time we are not expecting any changes to the COVID protocols as a result of the Omicron variant. There is a call with the NYCDOHMH on Friday, Dec. 3rd where we will be updated as to whether there will be immediate changes to the protocols.

Enrollment continues to be a significant challenge. Instagram postings are made daily, we have updated the website and SchoolMint. We have purchased advertising space at bus stops, and we are beginning our annual recruitment campaign. We will continue to use SCHOLA and NICHE as a component of our enrollment strategies.

The Finance Committee will make a recommendation after the COS regarding the revised Financial Policies and Procedures (FPP) manual.

The MCS and MCS2 winter concerts will be recorded live on Dec. 15th and Dec. 10th respectively. Links of the recordings will be sent to families and friends as soon as they are available. The links will also be sent to Board members.

The next Board meeting for the 2020-2021 school year will take place Jan. 5, 2022. The meeting dates for the balance of the school year are as follows: Feb. 2nd, Mar. 2nd, Apr. 6th, May 4th, June 1st.

Finance Committee Report

Trustee Edil, Finance Committee chairperson, reported that the school has updated the FPP, including changes recommended by SUNY. On behalf of the Finance Committee, Trustee Edil recommended that the Board approve the revised plan with no further revisions.

New Business

There was no new business.

Unfinished Business

Trustee McManus motioned to approve the revised Financial Policies and Procedures with no further revisions. Trustee Edil seconded the motion. All members were in favor of the approval. The revised FPP will be submitted to SUNY.

Executive Session

There was no executive session.

Public Comment

There was no public comment.

The meeting was adjourned at 6:18 pm

