

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

June 2, 2021 at 6:00 pm

Meeting called to order at 6:30 pm

In attendance were trustees: Andria Olson, Annabel Javier, Becca Edil, Caity Conklin, Lauren Schwarz,

School Reps: Genie DePolo, Amy Salazar

Proposed Minutes

Minutes of the May 5, 2021 meeting were reviewed by the Board and approved without revisions.

Reports

Chief of Schools Report

The first day of school for students is Monday, August 23rd, a week earlier than we usually would have started. The extra week at the beginning of the school year is to help students adjust to returning to school, including addressing their social and emotional needs. Manhattan Charter Schools will return to 5 days a week of in person instruction. The student schedule will return to 7:45 – 3:30. We will not be offering a remote option. All students will be expected to return to in person instruction in August. We will follow all NYCDOHMH guidelines for in person instruction. Staff is returning August 9th for our usual in person Summer Institute to prepare for the upcoming school year. Our internal Extended Day program continues to be in the planning stage and will be ready to open August 30th. Both schools have been ordering instructional materials and supplies for the upcoming school year using the anticipated budget surplus each building is expected to have. This is to help mitigate the enrollment numbers at this time.

The MCS2 renewal continues to be going smoothly and we anticipate no delays that might affect the August 16th submission deadline. There is a change in that all Board members must now submit their bios as part of the renewal document. All Board member bios will be included in the renewal. Members are asked to please submit a bio to Ms. DePolo by August 1st. We are hopeful that we will be one of SUNY's first school visits at the beginning of the school year.

The SUNY end of year report was sent to Trustee Conklin and Ms. DePolo. The report was a description of the past year, with a focus on student assessment, and assessment plans for the upcoming school year.

There will be a NYCDOHMH meeting this Friday to share COVID updates. As of this time, there are no changes for schools who share DOE space. Everyone must still wear masks, complete

daily health screeners, and sit 3 feet apart for social distancing. There is no cafeteria or gym guidance at this time.

Manhattan Charter Schools has contracted with another student recruiting company to assist with recruiting. Niche, is a national platform that provides parents who are looking for schools with information about schools in their selected area. The site also directs parents who perform Google searches with key words to schools that match the phrases. By partnering with them, we become one of the first schools that pop up when parents do searches. We will continue to recruit in the neighborhood through flyering, tables at pre schools, and the other methods of recruiting we have used in the past.

Ms. DePolo updated the Board on the status of employee vaccinations. All but one staff member has been vaccinated at this time.

The date for all Moving Up ceremonies is Wednesday, June 9th. The times are as follows:

MCS	K	9 am
MCS2	K	12 pm
MCS	5 th Grade	11 am
MCS2	5 th Grade	1:30 pm

The 4th grade written Science exam will take place on Tuesday, June 8th. Fully remote students who plan to take the exam will take it on Wednesday, June 9th.

The next Board meeting for the 2020-2021 school year will take place July 14, 2021.

Finance Committee Report

Trustee Edil reported to the Board that there was a telephone call with the Finance Committee, Kamilah O'Brian from CSBM, and Ms. DePolo to discuss the proposed 2021-2022 budgets. Ms. O'Brian explained the proposed budget, and clarified some questions posed by the committee. The committee accepted the proposal and Trustee Edil recommended that the Board approve the budget.

New Business

There was no new business.

Unfinished Business

Trustee Edil, chair of the Finance Committee, recommended that the Board approve the 2021-2022 budgets for MCS and MCS2. She then motioned for the budgets to be approved. Trustee Conklin seconded the motion and it was carried unanimously.

Executive Session

There was no executive session

Public Comment

There was no public comment.

The meeting was adjourned at 6:31 pm