

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

**December 9, 2020 at 6:00 pm**

Meeting called to order at 6:03 pm

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

**School Reps: Genie DePolo, Amy Salazar**

**Proposed Minutes**

Minutes of the November 18<sup>th</sup> meeting were reviewed by the Board and approved without revisions.

**Reports**

Chief of Schools Report

Ms. DePolo reported that MCS and MCS2 reopening on December 7<sup>th</sup> when the DOE reopened school building. Fewer students returned than had been attending before the closing. We are hopeful more students return as we continue to provide in person instruction. Teachers continue to leave each day prepared to deliver instruction from home should there be another unplanned closing.

Another parent survey was administered to ascertain how many parents would like their student to change from fully remote instruction to in person instruction beginning January 4<sup>th</sup>. Five MCS and 6 MCS parents are opting to send their student to in person instruction. Due to the low numbers, both schools will be able to accommodate the parent's decision. Parents are still able to send their student for in person instruction at any time so long as we have the space to maintain social distancing.

Enrollment at both schools continues to remain constant. We have received some applications through the Common App, and will shortly be finalizing the advertising in bus shelters. We are pursuing companies to create virtual tours to begin in mid January. Newspaper and magazine advertising will also start in January.

The next Board meeting for the 2020-2021 school year will take place January 6, 2021.

**New Business**

Ms. DePolo asked the Board to consider closing the bank account associated with our former 501C3 Friends of account. The 501C3 no longer exists, so closing the account is prudent. The

Board agreed with the request. Trustee Conklin motioned that the 501C3 account be closed, Trustee McManus seconded the motion. All member were in favor, the motion carried. The account will be closed as soon as possible.

### **Unfinished Business**

The Board continued to consider the submission of an enrollment amendment for Manhattan Charter School for the remainder of the charter term. After some discussion, Trustee Schwarz motioned that an enrollment amendment be submitted to SUNY changing the enrollment number to 240 for the remainder of the charter term. Trustee Edil seconded the motion. All members were in favor, the motion carried.

### **Executive Session**

There was no executive session

### **Public Comment**

There was no public comment.

The meeting was adjourned at 6:34 pm