

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

100 Attorney St, New York, NY 10002

September 28, 2017 at 5:00 pm

Meeting called to order at 5:17 pm

In attendance were trustees – Joy Daley, Bill Colavito, Caitlin Conklin and Ben Breen.

School rep: Genie DePolo, Amy Salazar, Ola Duru and Phuong Le

Reports

Finance Committee

The Finance Committee held a call with the auditors in August to review the audit. There were no findings and the outcome is similar to last year.

The auditors will attend the October 19th board meeting to go over the audit and answer any questions the board may have.

CAO and Acting CEO

Winter concert dates and time for both schools have been finalized. There are 3 concerts being held and the board is invited to attend any of the three.

There are currently no staffing vacancies at either location.

Student recruiting is ongoing. The schools are both trying to increase enrollment. 1st grade currently has the smallest enrollment numbers at both locations. The first grade waiting lists have also been exhausted at both locations.

Director of Operations

The initial audit is complete the full audit was completed in August. The auditors are wrapping up and should present a draft to the board by next week.

MCS and MCS 2 are actively recruiting students. A Pre-K Directors open house took place at MCS this week. A family open house is scheduled to take place at MCS2 in October. Operations staff will also begin canvassing the neighborhoods around the subway stations.

CSBM confirmed the operations project is set to begin next week. The first phase of the project will be interviewing staff members. At this time, we expect the project will be completed with a finalized recommendation provided to the board by the end of October.

After reviewing the 2016-2017 year end reports with the board, the DOO will now follow up with CSBM to get suggestions on how align our projections more closely with anticipated spending.

State Assessment Presentation

Phuong presented the state assessment scores for MCS and MCS2.

Amy Salazar presented the ELA and Math plans for the 2017-2018 school year at MCS2.

Proposed Minutes

Minutes for the June 15th meeting were reviewed by the board and approved as distributed.

New Business

No new business

Public Comment

No public comment

Executive Session

The meeting adjourned at 6:11pm