



# Board of Trustees July 2021 Meeting

## Minutes Northside Charter High School

Jul 20, 2021 at 6:00 PM EDT

### Attendance

#### Members Present (Remote):

Kaley Childs Karaffa- Chair, Deangeor Chin- Trustee, Douglas Giles- Trustee, Danielle Redmond Trustee, Willie Scott- Trustee

#### Members Absent:

Rizwan Alladin- Trustee

#### Guests Present (Remote):

Mahmud Ennin- Director of Finance and Administration, Brittany Sheckels- Executive Assistant, Manny Tejada- Brilliant Pathways Consultant, Rick Dalton- Brilliant Pathways Consultant, Stanton Brown- Executive Director, Jenny Kang- Dean of Humanities, Louise Grotenhuis Principal, Sharima Jackson- Assistant Principal - Response To Intervention & Special Services, Conor Hale- Dean of STEM

### I. July 2021 Consent Agenda

June 2021 Financial Reports

June 2021 Meeting Minutes

Strategic Plan Data

The Board discussed the July 2021 consent agenda, which included the June 2021 Board Meeting Minutes, Strategic Plan Data, and June 2021 Financial Reports. All items in the consent agenda had been reviewed in greater detail in all Board Committee meetings during the week prior. After discussion, on motion to approve the June 2021 Consent Agenda that was seconded and carried, all were in favor.

### II. Introduction of New Leadership Team Members

The Board presented a brief history of the current management team and each member's number of years at Northside to date, and afterwards Management introduced all brand new members of their team. The newest team members consist of: Ms. Sharima Jackson Evans, Assistant Principal - Response to Intervention & Special Services; Ms Jenny Kang, Dean of Humanities; Mr. Conor Hale, Dean of STEM; Ms. Nicole Davis, Assistant Director of Operations. Management explained that there was one new team member not present: Ms. Yomaira Herrera, Communications and Community Engagement Manager who has also taken on student enrollment. There are some

instructional staff members who will join Northside later in August closer to the new school year.

### III. College For Every Student / Brilliant Pathways Introduction and Presentation

Management introduced Northside's consultants at College for Every Student/ Brilliant Pathways, who then presented the background and history of their CEO and their company. The CFES team members shared their personal background and experience with their own college journey, which ultimately resulted in the current partnership CFES has with the University of Vermont. CFES summarized their practices which help to guide students into college entry and success, including how to manage the financial side of college tuition and loans. The Board inquired if all scholars would automatically be included in the Brilliant Pathways program, and Management advised that the larger process is still being assessed and considered alongside the AVID program already in place. The Board inquired about the planned process for students who still need to be caught up to the appropriate level of readiness for the Brilliant Pathways program; Management advised that Northside already has focused plans in place for meeting students where they currently are in order to get them up to the current level where they should be. The Board inquired if Brilliant Pathways could and would be combined with another college-ready platform already utilized by Northside- Naviance. CFES advised that while they do not work directly with Naviance, their Management team has designed some apps and career labs of their own that they utilize. Northside Management and the Board agreed that the use of both platforms would be combined at Northside to compliment one another. The Board inquired if there were any limitations or cap on how many students could benefit from this program at one time; CFES confirmed there were not and that was also up to Northside Management.

### IV. ELA ICT Complaint Resolution

The Board reported that in June, Northside had received a parent complaint and Northside was required to provide an update on the status of its resolution by June 30, which it did. There were no questions or disapprovals from the Board, and it was confirmed that they would be sending a final update to the parent after the Board meeting had closed.

### V. NYSED Letter of Deficiency - Special Education Services

The Board reported that approximately two weeks prior to the evening's meeting, Northside had received a notice from NYSED that they were deficient in rendering certain Special Education Services which was also related to the ELA ICT Complaint previously mentioned. A Corrective Action Plan is now required

for outlining the steps

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that will be taken to resolve the issue and is due on July 30. Management explained that the response and process would be shared in greater detail with the Board in Executive Session, and all NYSED requirements would be met on time. Northside is also currently working with its consultant Future Leaders Incubator for further staff training and professional development around Special Education protocol and requirements. The Board inquired about the standard procedures for configuring IEPs, and what might be included in the Corrective Action Plan; Management reported that the procedures were fairly standard and that exemplars would be given to staff to follow for correct protocol and this would be stated in the Corrective Action Plan. The Board inquired about the timeline for establishing a new student's IEP and what happens if Northside cannot provide for one's specific needs; Management reported that upon enrollment the Special Education team would analyze what is needed and if certain services are unable to be provided, the student and their caregivers are advised and it is suggested they look into a school who can provide those needed services. If the caregiver still insists that their child attend Northside, then Northside's team will work closely with that parent to coach them and offer transparency on all progress for that student. The Board consented to allow Northside to present the drafted response, Corrective Action Plan and finalized policies to external Special Education consultants before the final presentation to the Board.

## VI. Charter Renewal Application Progress

The Board reported that Northside was still working with Pasek consulting on the Charter renewal application which will be completed by the end of July. The application is due on August 18, 2021 and therefore will first be presented to the Board on the August 10 Board meeting. Two significant Charter changes that will be requested are to increase the student body to 420 from 400, and to add Modern Classrooms and Early College to Northside's programs. The Board will continue to work closely with Management and Northside's consultants leading up to the school site visits in the fall.

## VII. Strategic Planning - Annual Corporate Goals

Management reported that they had met with almost all Board members to date, and would complete all pending meetings by the end of the week to discuss the Annual Corporate Goals. Management will work with its new hires to gather their input on any changes or improvements still needed, and those suggestions will be considered for the 21-22 Corporate Goals. These new goals will be

discussed in the following week and in an upcoming August in-person Management retreat. The final Goals will be reviewed in the August Executive Committee meeting and presented for approval in the August 10 Board meeting.

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## VIII. Executive Director Monthly Update

Management reported that the recent graduating class consisted of 83 total seniors, and outlined the students who had received Northside awards and scholarships for the 20-21 school year. While in the past Northside had funded these scholarships from their own budget, going forward there will be efforts to fundraise for these awards instead. Both Management and Northside's consultant, MACRHA have currently personally contributed to these funds. The Board also agreed to contribute at the request of Management.

### A. Management Team Introductions

## IX. Committee Reports

The Board reported that there was no new data or announcements to report for the individual committees..

### A. Executive Committee

Executive Director Annual Evaluation Process

Board Annual Self-Evaluation Process

### B. Board Development Committee

### C. Finance Committee

#### 1. Vendor Approval

Management asked for the Board to review and approve several updated vendor proposals for the 21-22 school year. Due to the late timing of the evening, the Board confirmed that they would review the proposals and

would sign off on them via an Unanimous Written Consent form. These forms will be processed the following week in an Executive Meeting.

a. EdOps - Accounting Support and Student Data Management Support

b. MACRA Consulting

c. Cybersecurity Insurance

### D. Education and Accountability Committee

## X. Public Comment

There were no public comments or questions received.

## XI. Executive Session

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There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor

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