



Northside Charter High School  
424 Leonard Street  
Brooklyn, NY 11222  
(347)390-1273  
www.northsidechs.org

**Northside Charter High School  
Board of Trustees Meeting Minutes  
February 28th, 2023, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Douglas Giles - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference  
Willie Scott, Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Matt Molloy - Interim Chief Student Services Officer  
Conor Hale - Chief Academic Officer  
Ramlah Malhi - Special Projects Coordinator, via video conference

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **January Consent Agenda:** The Board discussed the February 2023 consent agenda, which included: January 2023 Board Meeting Minutes and January 2023 Financial Reports, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the February 2023 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Report**

**A. Strategic Plan Update**

1. Mr. Molloy reported on the CSSO team's work of refining the attendance monitoring system, which includes monitoring the daily attendance and working to reduce chronic absenteeism. The Board asked questions of management on current rates of chronic absenteeism and for additional detail on their efforts to reduce absenteeism, which were answered. The Board instructed management to provide this data at the March Board meeting.
2. Mr. Molloy also reported that the management team is scheduling a performative Talent week in March, which will allow students and faculty to showcase their talents and increase school spirit, engaging all the school communities as a whole.
3. Mr. Molloy reported that in cooperative efforts the team is gathering resources to provide dental and vision screenings for the students on campus to support their physical well-being.

4. Mr. Hale reported on the January Regents. He noted the School a piloted preparatory test for the students in the Living Environment and ELA subjects and that participating students had 88 percent pass rate in the Living Environment and 100 percent pass rate in ELA. The Board asked and management answered questions about insights and indicators from these preparatory tests and about opportunities to expand this programming.
5. Mr. Hale reported the academic team is also working on the transition and adoption to the Jupiter grading system to monitor test scores. He further noted that Mr. Hale reported that the CAO team is working with each teacher to complete their certifications and provide them with more opportunities to be successful inside and outside of the classroom.
6. Mr. Chaudhry reported that each department is working in a synchronizing manner to analyze the data such as audits from the last year to make changes in each department to enhance the organization and the experience for each stakeholder involved.

### **III. Committee Reports**

#### **1. Finance Committee:**

- a) Mr. Alladdin reported the current student enrollment is 428 students, which continues to provide stable revenue above our fiscal year 2023 budget. Mr. Aladdin also reported that the School maintains strong fiscal health and that other revenue and expenses are aligned to the fiscal year 2023 budget. The current projections anticipate a positive net income.
- b) Mr. Alladdin reported that we have acquired extra federal funding through the CARES ACT.
- c) Mr. Alladin reported that the committee is working on acquiring an outside financial advisor to help assess long term investment strategies for the School's surplus account and will provide a recommendation to the Board for approval after vetting the potential providers.

#### **2. Executive Committee:**

- a) Ms. Karaffa reported the committee is continuing to work with the management team to ensure they are focused on executing the key strategic priorities and opportunities for the organization.
- b) Ms. Karaffa also reported the Board conducted its mid-year CEO evaluation and is utilizing the insights from it and those gained from CEO's evaluation of his direct reports and other performance data to establish leadership priorities for the rest of the fiscal year. Ms. Karaffa also reported that based on the positive CEO performance review and alignment with Mr. Chaudhry on his



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ability to fulfill the mission and drive the Board's vision for the School, the Board has removed the interim title from Muhammed Chaudhry's role as the CEO. He will continue to work towards accomplishing the goals the Board approved and will set for the organization.

- IV. **Public Comment:** No questions or comments from the public were received.
- V. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.