



Northside Charter High School
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**Northside Charter High School
Board of Trustees Meeting Minutes
March 21st, 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
Conor Hale - Chief Academic Officer
Mahmud Ennin - Chief Financial 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. **March Consent Agenda:** The Board discussed the March 2023 consent agenda, which included: February 2023 Board Meeting Minutes and February 2023 Financial Reports, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the March 2023 Consent Agenda that was seconded and carried, all were in favor.

II. Management Report

A. Strategic Plan Update

1. Mr. Hale reported on preliminary Reeves staff performance evaluation data comparing school year 2021-2022 with the current school year 2022-2023. Mr. Hale noted that will have more data to present in the next board meeting.
2. Mr. Hale also reported data on the January Regents, which included comparative results of the Fall 2021 Regents with Fall 2022 Regents exam scores that illustrated growth in scores in the Fall 2022 Regents over Fall 2021 exams in the subjects of English, Math, Science and Social Sciences.
3. Mr. Chaudhry reported that each department is focusing on team development and training. Mr. Hale reported that the Director of Curriculum and Director of Instruction are working collaboratively on each grade and each subject to better equip the teachers with tools to facilitate a better educational experience for the students. He shared the example of a method the Academic department has been utilizing is the

Socratic method that promotes dialogue between teachers and students which increases time on task and improves student engagement. Mr. Hale also reported that Mr. Patton is directly working on the Math lab focusing on Algebra scores and utilizing Lexia to improve literacy rates under the guidance of Ms. Maclendon.

4. The Board inquired how the Modern Classroom program was being implemented and if the Academic team has data to indicate its success in differentiated programming for students. Mr. Hale responded that the teachers have been working on their own strategy and incorporating their departmental leads' guidance to examine what works best in their class as each subject requires differing methodology to teach to each student. He further noted that Mr. Otis, Director of Instruction, is setting up cameras in classes to monitor teacher's methodology and analyze how the department leader can best coach each teacher to better facilitate the classroom management and instruction.
5. Mr. Chaudhry reported that Mike Torres, Director of Attendance, has resigned from his role after a long tenure with Northside Charter High School which included important efforts to maximize student enrollment. He reported that management has hired a new Director of Attendance, who will continue to build from Mr. Torres's success.
6. Mr. Chaudhry reported that the Chief Student Services Officer's department is planning the Summer Bridge program with a focus on creating a transformative summer experience for the incoming ninth graders to better prepare them for their high school career and experience. He noted the School applied for Bloomberg funding, which would provide additional resources for the program. and are working as a team.
7. Mr. Ennin reported that the student lottery is April 4th and that the School currently has 220 applications and are expecting more.
8. Mr. Ennin reported that he is working with other executives and leaders on drafting the fiscal year 2024 budget, which will be available for the Finance Committee's meeting in April.
9. The Board enquired about stakeholder survey data to which Mr. Ennin reported that he had not received the data yet from the Charter School Office as the survey is still open. The Board directed management to share the results with the Board when available.
10. Mr. Chaudhry reported that the leadership team is gathering more granular data in each department on student attendance and absenteeism, and shared the example that the CSSO team has added intervention of having each grade-level Dean call a student's home to check on a student's multiple absences. Mr. Chaudhry mentioned that Mr. Molloy will provide more data and analysis at the April Board meeting .



III. Committee Reports

1. Finance Committee:

- a) Mr. Alladin reported that the committee is working on evaluating financial advisors who would help assess long term investment strategies for the School's surplus account; the committee will provide a recommendation to the Board for approval after vetting the potential providers.
- b) Mr. Alladin reported that the Finance Committee reviewed options for employee health benefits for fiscal year 2024. The management team has put forth a proposal of a five percent increase in benefits cost between Northside Charter High School as the employer and a five percent increase in staff contribution as well. The Board discussed the School's financial status and ability and benefits of subsidizing the five percent increase in employer benefit cost in order to help us maintain a highly qualified and stable staff. After discussion, a motion to approve the new employee benefits plan for fiscal year 2024, which was seconded and carried, all were in favor.

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 identifying and accelerating opportunities for the organization.
- b) Ms. Karaffa reported that the Board is working with our CEO to continue to focus on the performance of our leaders. The Board continues to work with Mr. Chaudhry, CEO, to drive alignment and promote collaboration across our staff and creative thinking to best respond to their needs on a day to day basis and understand the dynamic environment in which they operate. She further shared that the Board receives feedback from the organization's stakeholders including our employees who have formal and informal interactions with the Board, the substance of which was discussed in the Executive Committee meeting to provide confidentiality of sensitive, non-public information.

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.