

Board of Trustees Meeting Minutes **Tuesday, October 27, 2020**

Members present: Maura Fitzgerald, Jeannette Betancourt, Olubunmi Emigli, Manu Bhagavan, Richard Bogle

Others present: Brian Ferguson, Jeffrey Aler, Randi Berry, Mark Crusante, Lucille Ranchor Dechelle Damien, Karrine Montaque, Mihwa Park, Jayme Pabon

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Safety Plan was submitted. Made sure we addressed the social emotional needs of our students. We will collaborate with the Department of Education and be in constant contact with the Department in Health in case we face a crisis at our school.
- Made revisions on Title I. A lot of funds were invested in technology so that we can provide devices for those students in need during this time.
- Reopening Plan was approved by the SUNY, Charter Schools Institute.
- Everyone has been affected by this pandemic. Many families may have experienced job loss, family death, and abuse so Our World Neighborhood Charter School teachers and counselors are making sure that they are aware of their students' needs and constantly communicating with one another to ensure that our children are okay.
- After Quarter I ends, families will be given the option to switch from distance learning to blended learning. The building leaders are sending out surveys to collect the data. However, high risk children (SPED, ENL, homeless children) will be given the priority.
- Was notified that Our World Neighborhood Charter School 2 has entered the yellow zone. Therefore, 20% of staff & students are mandated to get tested for COVID-19 in order for our school to remain open. At the moment, all our staff members will be asked to get tested so that we can meet the requirement since we have yet to notify our parents.
- Providing the tests to be conducted at our school site would be convenient but it is not affordable. Therefore, staff & students will be encouraged to go to clinics that provide free testing. The school will provide suggested locations to our families.

Facilities Committee Report: Mark Crusante

Mark Crusante gave an update on the lease negotiations for the elementary school buildings. At the moment, he is reviewing the lease amendments with Mr. Richard Bogle.

Finance & Audit Committee Report: Karrine Montaque

- 401K audit was filed with the Department of Labor and Internal Revenue Services on October 15, 2020.
- On the verge of finalizing the annual financial statements.
- The finance & audit committee met with the auditors to go through and discuss the financials.
- Overall, the schools are doing well. However, auditors were a bit concerned with Our World Neighborhood Charter School 2 enrollment numbers, but that is being cleared up.

Human Resources Report: Jeffrey Aler

- Our World Neighborhood Charter Schools signed with a new PEO this year but they got acquired by a corporation. Therefore, we are now in a transition period. A new contract is being reviewed by our legal team.

Parent Teacher Organization Report: Randi Berry and Dechelle Damien.

- PTO did a show up kids for all three kindergarten classes. It was an improv show that an actor did.
- Held a welcome back to school Halloween event for the Middle School families. Had a huge quiz trivia and gave prizes to welcome the families to our school community.
- Parenting Workshop- Quarantine to Quaranteam- to provide support to those children and parents during this time and through remote learning.
- Each child received a \$420 EBT card. PTO has asked those families who are not food insecure to donate to those families who are in need.
- Started a new fundraiser with Charleston Wrap. Haven't sent out a notification yet but they have already raised money.

OWN 1 Faculty Report: Jayme Pabon

- Assessments have started in the Middle School.
- PTO have been providing wishlist items to the teachers.
- CPR training has been completed this year for the Middle School staff members.

- Three speakers joined zoom for the Hispanic Heritage Month.
- IB Training will begin in mid-November in the Elementary School. Those who have never been trained for IB PYP will be attending this training.
- Special Education Meeting has been held for the parents with children with IEPs. They had the opportunity to meet with our SPED director and principals.

Meeting Adjourned

Board of Trustees Meeting Minutes

Tuesday, November 24, 2020

Members present: Jeannette Betancourt, Maura Fitzgerald, Melissa Chin, Richard Bogle

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Mihwa Park, Jayme Pabon, Randi Berry, Dechelle Damien, Christopher Palmisano, Marvin Scott, Janella Paillant

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Our World Neighborhood Charter School 2 is in the yellow zone so 20% of the school population has been getting tested on a weekly basis and Ms. Park has been reporting it to the DOH portal on Fridays.
- Our World Neighborhood Charter School 2's positivity rate must be lower than the community positivity rate or the school. If the school enters the orange or red zone, Mr. Brian Ferguson will contact DOH to receive guidance on what needs to be required.
- Planning to have a Town Hall for families at both Our World Neighborhood Charter School 1 and 2 after the holiday break.
- Sent the policy for student and teacher data security and privacy to the board members. It's part of the new policy document to make sure everyone is protected from all the digital platforms that we use in the school.
- Instructional coaches are preparing IB PD for OWN 2 team and all the new teaching staff at OWN 1 are also beginning the engagement for their professional development experience in IB.
- Biggest concern is the absentee report of our remote learners. Staff have been trying to reach out, but it has been a struggle.

Admissions Report: Lucille Ranchor

- 900 students across the board.
- Ads are still running- Queens Family, Queens Chronicle and iHEART radio
- Mailings have been done – Trying to reach out to 19000 families in district 27 and the surrounding areas.
- Working on a new marketing video with Mark Crusante.

- Working on a virtual tour for families of the facilities of Our World Neighborhood Charter School 2.

School Representative Report: Jayme Pabon

- Finished Quarter I and had virtual Parent Teacher Conferences.
- Some staff members are being trained for the IB program.
- Virtual Quarter 1 Award Ceremony at the middle school and it was a success.

PTO Report: Dechelle Damien & Randi Berry

- Hosted a parenting workshop for the elementary school, OWNCS 1- Quarantine to Quaranteam. The workshop was to support children in transitioning from hybrid to FULL remote learning.
- Started to collect donations for food insecure families. Gift cards will be given to families who are in need. PTO will also use the funds to help support the middle school child who lost a parent.
- Finishing up the Charleston Rack Fundraiser, which ends on November 30th- Raised about 1400 to 1500 dollars.
- Have been meeting bimonthly with Ms. Edmiston to stay connected to the middle school and to help support them.

PTO Report for OWNCS 2: Janella Paillant

- Started being a support system for families with the virtual learning and welcoming a new principal.
- Did a Halloween costume contest and gave out gift cards to the winners.
- Assisting the school with the COVID yellow zone requirements, such as COVID testing for children.

Facilities Report: Mark Crusante & Richard Bogle

- We have a lease for the OWNCS 1 elementary school now. Currently looking to renew the lease for the middle school and looking for options for OWNCS 3.

The Board members called an EXECUTIVE SESSION. A report on their business follows:

Annual Review of Board Terms and Election of Trustees

The Board conducted its annual review of board terms, which are as follows:

Expiring 2021

Jeanette Betancourt

Charles Guadagnolo

Expiring 2022

Melissa Chin

Manu Bhagavan

Expiring 2023

Richard Bogle

Maura Fitzgerald

Olubunmi Emigli

Upon motions duly made, seconded and carried, the Trustees:

RESOLVED to re-elect Maura Fitzgerald for a term ending in 2023; and

RESOLVED to re-elect Richard Bogle for a term ending in 2023; and

RESOLVED to re-elect Olubunmi Emigli for a term ending in 2023.

Annual Election of Officers

As per OWN by-laws, officer positions are elected each year at the annual meeting.

Upon motions duly made, seconded and carried, the TRUSTEES:

RESOLVED to re-elect Jeanette Betancourt as PRESIDENT;

RESOLVED to re-elect Melissa Chin as VICE PRESIDENT;

RESOLVED to re-elect Maura Fitzgerald as SECRETARY;

RESOLVED to re-elect Charles Guadagnolo as Treasurer.

Annual Review of Committee Assignments

The Trustees proceeded to review the Committee assignments and appointed Committee Chairs as follows:

Finance & Audit

Maura Fitzgerald

Melissa Chin
Charles Guadagnolo

Facilities

Richard Bogle
Charles Guadagnolo

Executive

Jeanette Betancourt
Maura Fitzgerald
Melissa Chin

Education

Jeanette Betancourt
Olubunmi Emigli
Manu Bhaghavan

Board of Trustees Meeting Minutes Tuesday, December 22, 2020

Members present: Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan, Richard Bogle

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Karrine Montaque, Mihwa Park, Jayme Pabon

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Currently working on post break school return plan. The schools will officially reopen on January 4th, but will provide only REMOTE learning until January 11th. A letter will be sent out to the families to inform them of the plans.
- All teachers will be asked to get a covid-19 test before physically returning to the school buildings.
- Once Phase 1b opens for the covid-19 vaccines, teachers will be eligible to get vaccinated. The school is currently working with the legal team to see if a mandatory vaccine policy can be implemented.
- Currently preparing for the upcoming charter renewal for both OWN 1 and OWN 2.
- OWN 1 will be launching the IB application going into the fall. IB training will take place in March. OWN 2 IB application will officially launch in January. The leaders at OWN 2 have also been receiving proper training for the IB program.
- Mr. Brian Ferguson will be holding a town hall for the staff and another town hall for the OWNCS families to discuss covid-19 and the proper protocols. The contact tracers/doctors at DOH have been invited to speak to our staff and families.

Admissions Report: Lucille Ranchor

- Currently at 738 at OWN 1 and 251 at OWN 2 with a total enrollment of 989 – Off to a good start.
- Lotterease application is available on the website.
- Started to hold virtual open house for the three campuses on December 16 – about 40 families attended the events. Open houses are going to be continued throughout January and February.
- Lottery is scheduled to be virtual in April.

- Ads are running in Queens Chronicle and a commercial with iHEART radio.
- Working on the virtual tour – Looking to finalize soon.

Finance & Audit Committee Report: Karrine Montaque

- OWN 1 -For the first quarter, 3.1 million revenues were expected expenditures through the end of the quarter. 90% of the revenue were related to the per pupil income. OWN 1 continues to have good enrollment numbers.
- 64% of the staff participated in the 401K plan which was a bit higher than what the finance department budgeted. All the other expenditures were slightly lower than the projections.
- For the first quarter income, OWN 2 had 1.76 million and 1.4 were expenditures. 76% of the revenue were related to the per pupil income. The remaining 20% was related to the facilities funding.
- 1.4 expenditures represented about 20% of the projected expenditures, 44% was related to the salaries and benefits and 30% were related to the rental costs.

- Low voluntary turnover at both schools.

Human Resources Report: Jeffrey Aler

- Our World Neighborhood Charter Schools' transition with the new PEO has been smooth and successful. All that is left to do is to make sure that the first and second payrolls go through.

Meeting Adjourned

Board of Trustees Meeting Minutes **Tuesday, January 26, 2021**

Members present: Jeannette Betancourt, Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Mihwa Park, Jayme Pabon, Dechelle Damien, Randi Berry

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Currently working on the reopening plan on February 1st, 2021. OWNCS has been in communication with the DOH for any new updates and guidance. The building leaders have been in communication with the teachers on COVID protocols to ensure safety for both staff and students.
- Mr. Brian Ferguson has hosted a town hall meeting for our OWNCS families on January 7th to provide transparency on what we are doing in our schools. Dr. Navarro and Dr. Tsoi from DOH have also attended the meeting to highlight the significance of the 10-14 day quarantine period and why. The meeting gave the families an opportunity to get any of their questions answered.
- OWN 2 is currently still in the yellow zone – 20% of students/staff will get tested when they return in February and the data will be reported in the second week. If the school's positivity rate is less than the community's rate the 20% of staff/students testing will be discontinued.
- In order to minimize interaction amongst teachers, building leaders have placed a protocol so that we can prevent ALL teachers from being out due to being a close contact and quarantine. For example, only one teacher is expected to be in a classroom. If a specials teacher is required to teach during that period, he/she must wait until the classroom teacher exits the room.
- Health assessments will be expected to be completed before entering the school building. Students will continue to receive these assessments through the Bloomz app.
- OWNCS staff are required to get the COVID-19 vaccination, but Mr. Brian Ferguson has not set a deadline yet. A good number of staff members have already received the vaccine.

Admissions Report: Lucille Ranchor

- Currently 981 students across the three campuses.
- An open house was held in December and more open house events have been scheduled for this month and February.
 - Planning on holding a special recruitment breakfast event for preschool directors so that they can learn about OWNCS 2. Mrs. Lucille Ranchor is aiming for this event to take place in March.
- Ads are running in Queens Chronicle and a commercial with iHEART radio.
- Working on the virtual tour – Looking to finalize soon.

PTO Report: Dechelle Damien & Randi Berry

- Had first meeting in January with Ms. Pabon and Mr. Hughes and they presented on how to keep the students moving during the winter months and activities they can do in the house.
- Working on still offering free art Saturdays. Free weekends are being planned with volunteer parents.
- Working on a gathering for parents to meet up to vent, socialize and just connect with one another.
- MS working on hosting an alumni/school night to discuss high school and application process.
- Working on making sure that the yearbook gets created this year so that the eighth graders will have something with middle school memories.

Facilities Report: Mark Crusante & Richard Bogle

- Currently still in negotiations with the lease for the OWNCS middle school.

Upon motion duly made, seconded and carried, the Trustees:

RESOLVED to approve the opening of OWNCS 3 in September 2022.

Meeting Adjourned

Board of Trustees Meeting Minutes

Tuesday, February 23, 2021

Members present: Jeannette Betancourt, Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan, Richard Bogle

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Mihwa Park, Jayme Pabon, Randi Berry

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Black History Month at the Middle School has launched a series of activities and guest speakers.
- Blended learning program is back on at OWNCS. At the end of the second quarter, families will be given the opportunity to decide if they want their remote learner to join the blended learning program. Those students with IEPs have been given priority to join blended learning. Many families in the middle school are on the wait list to join the blended learning program due to the lack of space to keep the six feet distance amongst staff and children in the classroom.
- Still unsure if NYS testing will take place this Spring. The state has not made a decision yet.
- IB PYP advisor will be visiting our school in mid-April to provide feedback and observe our program implementation thus far.
- Leaders and instructors have both been participating in IB Professional Development.

Admissions Report: Lucille Ranchor

- Currently 985 students across the three campuses.
- Good place for admissions for next school year.

We have the lotterease.

165 applications for kindergarten and Common application for kindergarten-189 applications.

OWN 1- 170 applications for upper grades and Common application- 202 applications.
OWN 2- 89 application, 27 application for the upper grades and Charter Center application- 24~25 applications

- Have been holding a lot of open houses virtually.
- Have been working on an event- trying to do some outreach to the local pre K 's, council members and community leaders
- Queens Parent Ad is running now and will continue to do so until May 2021.

School Representative Report: Jayme Pabon

- Both OWN 1 ES and MS have sent out IB newsletters for the parents.
- Both schools have been doing activities for Black History Month. For example: 5th graders made a beautiful paper quilt to honor Black History Month and guest speakers every week to speak at the Middle School.
- A program called Thrively to focus on social emotional learning for the elementary school children.
- The middle school set up something similar to parent teacher conference for the struggling students so teachers and parents can work together to meet the students' academic needs.
- Doing Popcorn fundraisers for the yearbooks.

Human Resources Report: Jeffrey Aler

- All staff members were required to get the Covid Test before physically returning to the school buildings.
- Approximately 30~40% staff members have been vaccinated for Covid-19. Most of the leaders have been vaccinated already.

PTO Report: Dechelle Damien & Randi Berry

- Did a bookmark contest- Everyone drew a bookmark over the break and trying to get everyone excited for the readathon that will take place during spring break – Will offer prizes such as bookstore gift certificates, etc.
- Cooking class, theater class, and drawing class during Saturdays.
- Will gather with fellow parents to meet up to vent, socialize and just connect with one another tomorrow. Planning to do these gatherings on a monthly basis.

Facilities Report: Mark Crusante & Richard Bogle

- We do not have a new lease yet for the OWN 1 Middle School so we will continue to be a holdover month to month tenant for now. Had good discussions for possible relocation. Have been looking into the two locations right by OWN 1 Elementary.
- OWN 3- A location has been identified. The current discussions with the developer involve the architectural designs that fell through due to trucks that would be coming in and out. Developer suggests for us to renegotiate our proposed lease.

Meeting Adjourned

Board of Trustees Meeting Minutes **Tuesday, April 27, 2021**

Members present: Jeannette Betancourt, Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan, Kalimah Ayele

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Mihwa Park, Jayme Pabon, Randi Berry, Dechelle Damien, Karrine Montaque, Florence Adu

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- The fall of next year is the renewal year for the OWNCS organization. Therefore, we will be revisiting all the current protocols and policies. In addition, we have revisited the OWNCS mission statement and some of the key design elements of the school. Focus on the curriculum program to become more transdisciplinary and interdisciplinary.
- Next year will also be the authorization year for the International Baccalaureate program for OWNCS 1. OWNCS 1 will launch the application for the actual authorization.
- IB PYP consultant came to visit OWNCS 1 ES for two days. His feedback was positive, and he shared what he would like us to work on. He shared that he would like to see more ways for the school to integrate specials teachers in the collaboration of the planning and executing the curriculum.
- We will hold off on OWNCS 2 middle school until the elementary school program is solid.

Admissions Report: Lucille Ranchor

- Held a lottery on April 8th at 10am. Did not have as many applications as previous years- 1100 applications.

Human Resources Report: Jeffrey Aler

- Beginning to start the recruiting process for next year, which includes the principal position for the new school.

- The job descriptions will be updated, and the new handbook will be sent out to the staff in July. The handbook has been updated due to the new state laws regarding COVID-19 and sick leave policy.

School Representative Report: Jayme Pabon

- Had ELA state exams last week. Next week, the students will take the NYS Math Exams.
- Conquered picture day, which included remote students.
- More students have been coming into the building so the class sizes are increasing.
- A lot of great speakers shared stories with the middle schoolers during the month of March for Women History Month.

Chief Financial Officer Report: Karrine Montaque

- Wrapping up the third quarter and working on the budgets for next fiscal year- OWNCS 1, OWNCS 2. Next year will be the pre-planning year for OWNCS 3 so will be submitting a budget approval for OWNCS 3.
- At the final stages of the 990 report. The last draft from the audit partner was received so that it will get circulated for review.
- Currently working on 5500, which is the annual 401K- making some corrections at the moment.
- Our plan assets were about 9.4 million and our plan advisor put two funds on the watch list due to the losses. He reviews our plan assets and monitors how the funds are doing.
- We have been contributing over 60% to the 401K so it has been advantageous for our staff.
- As of December, the revenues for the year was 6.6 million, expenses were 6.3 million and we enjoyed a surplus of about 301,000. Most of the income was from per pupil. We are underspending in our overall budget for both schools and some of it is pandemic related. 3.15 million in revenues for OWNCS 2, 3.11 million in expenses and a small surplus of 41,000 and 76% relates to our per pupil and 20% relates to the facilities funding.

PTO Report: Dechelle Damien & Randi Berry

- Readathon will be happening during the second week of May. Will be doing an online service.
- Had a bookmark contest- 40 submissions. Prior to Covid, kids submitted 100 but 40 isn't too bad since not all students had the resources.
- Spirit Week will take place and during Teacher Appreciation Week, PTO will send lunch for both OWNCS 1 ES and MS. Made a donation to the school's sunshine committee to help out the teachers.

Facilities Report: Mark Crusante & Richard Bogle

- With Florence, met with the facilities committee to discuss the needs for OWNCS 1 and OWNCS 3. Middle School lease is set to expire in June 2021. Looking for ways to ensure that our middle students have a home. Currently working with three options- looking at a new site in LIC, negotiating with the current landlord, or adding a middle school to the OWN 3 site. Therefore, the OWN 3 building will be a K-5 but house middle school in the future or it could house OWN 1 but it will have limitations.
- Barrone proposes that we occupy the entire incubation space with a K-8. The incubation space will be there for OWN 3 but we need to decide for OWNCS 1 MS because if we would like to move forward with the site in LIC, then we will have to sign the lease by June and the site won't be available until 2022 because they will need 12 months to make the space available to house OWNCS 1 MS. Then, OWNCS will enter into a 1-year extension with the current landlord.

FINAL RESOLUTION

Action, Procedural: A. Approval of Kalimah Ayele as an official voting Board Member of OWNCS.

Motion by Jeannette Betancourt

Final Resolution: Motion Carries

Yea: Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan, Kalimah Ayele

Not Present at Vote: Richard Bogle, Charles Guadagnolo, Melissa Chin

Action, Procedural: B. Authorizing to proceed on the letter of intent to be submitted for the MUSEUM HOUSE to begin discussions with no overt commitment for seeking a lease for OWNCS 1 Middle School.

Motion by Jeannette Betancourt

Final Resolution: Motion Carries

Yea: Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan, Kalimah Ayele

Not Present at Vote: Richard Bogle, Charles Guadagnolo, Melissa Chin

Action, Procedural: C. Approve negotiations and to continue seeking for whether there are opportunities for a lease agreement for OWNCS 3.

Motion by Jeannette Betancourt

Final Resolution: Motion Carries

Yea: Maura Fitzgerald, Olubunmi Emigli, Manu Bhagavan, Kalimah Ayele

Not Present at Vote: Richard Bogle, Charles Guadagnolo, Melissa Chin

Meeting Adjourned

Board of Trustees Meeting Minutes

Tuesday, May 25, 2021

Members present: Maura Fitzgerald, Manu Bhagavan, Melissa Chin, Richard Bogle

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Mihwa Park, Jayme Pabon, Randi Berry, Dechelle Damien, Karrine Montaque

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Started NYSLATS- ESL End of the Year Test at both OWN 1 and 2.
- We are not going to administer the Spanish Proficiency Test because the state cancelled the examination. Currently, the middle school principal and assistant principal are seeking clarification on whether the students will receive an exemption or receive credit.
- Virtual Parent Teacher Conference has been a success.
- IB Candidacy Update- Consultant visited the elementary school last month and the consultant met with the middle school virtually recently. Ms. Lepetit and Ms. Patino are currently preparing with them of the full certification process for OWNCS 1. Several teachers are receiving training for IB so that some are aware of everything before the end of year.
- Started the renewal application but we still did not receive official notification yet on whether OWNCS 1 and 2 can go through the renewal process at the same time.
- The OWNCS mission statement will be edited – Instead of saying that our goal is to prepare our students for high school, we will change it to next educational choice.
- Will be reducing the number of school days from 190 to 185 days.
- The key design that the schools will be highlighting will be the equity and diversity section. We are focusing to put some more emphasis on these elements and get both incorporated into the curriculum.
- Have discussed with SUNY to see if we can put in a bubble – 4th Kindergarten class at OWNCS 1 so that we can keep the number of students instead of increasing a class size.
- Sent out a draft school calendar for 2021-2022 year with the school start date as 8/25/2021 but we have modified the start date to 8/30/2021.
- CRRSA Grant- an entitlement grant from the federal government. OWNCS 1 has been granted a 1 million 500 allocation and OWNCS 2 has about 900K allocation of funds. The

submission is on 6/15 so the leaders are all figuring out ways on how to utilize the funds in the most efficient way starting from 3/2021- 1/2023.

- Plan to meet with the elementary school staff tomorrow to inform them about Title I, and the new Covid relieve grant funds that have been assigned to us.
- At the moment, the focus is on supplemental tutoring for students and expanding after school opportunities. In addition, thinking of providing counseling for social emotional needs for our students.
- Titles I, II, IV- We use the bulk of the funds in support of our Tas, guidance counselor and social worker- A portion of their salaries are paid using the Title I funds. The other portion is used for professional development provided by NTN, and TC. In addition, the funds have been used to support the technology implementation, such as iREADY and PowerSchool.
- There will no more remote learning option next school year so our planning is focused on reopening for full in person instruction.
- Have been figuring out ways to address the student population who have participated minimally this year. OWNCS will be doing diagnostic testing at the end of the year and then additional diagnostic testing early next year to figure out intervention programs for the students who need additional help.

Human Resources Report: Jeffrey Aler

- By 8/15/2021, all staff members will be required to get vaccinated unless they have a religious or medical accommodation.
- The school will provide PPE to staff members who have submitted their medical or religious exemption.

School Representative Report: Jayme Pabon

- OWNCS Elementary School finally got back into the sports complex.
- The middle school students got the high school results last week. Many students got accepted into great high schools.

Chief Financial Officer Report: Karrine Montaque

- Met with the Finance Committee and discussed the draft of the OWNCS 2 budget. Currently in the process of the alternate budget and that will be presented to the committee.
- In the process of finalizing OWNCS budget and OWNCS 3 budget- Will present to the committee first and then to the board to review.
- Working on the pension and preparing information for the 401K audit and request for the annual financial audit.

- OWNCS- End of March- 10 million dollars in revenue and 9.7 million in expenditures – currently looking at a surplus of 332,000. 96% of revenues comes from the student body. The current enrollment as of March 2021 is 723.
- OWNCS 2- 4.5 million in revenues and 4.7 million in expenditures. OWNCS 2 has been spending less in certain areas it helped to mitigate the losses so looking at expenditures of 513K less than projected.

PTO Report: Dechelle Damien & Randi Berry

- Wrapped up Readathon fundraiser- Raised almost 10,000 dollars. A lot of students participated and read 1000 hours together in both elementary and middle school.
- Middle of Spirit week – Kids are having fun and chose themes that were visible in Zoom Box.
- Spirit Week will take place and during Teacher Appreciation Week, PTO will send lunch for both OWNCS 1 ES and MS. Made a donation to the school's sunshine committee to help out the teachers.

Facilities Report: Mark Crusante & Richard Bogle

- Middle School lease will be expiring soon. Currently discussing lease renewal for about a year or two. The church is in the process of applying to add another floor and this has been done without consultation.
- Discussion on Roosevelt Avenue for OWNCS 3 for K-5 and another property on Crescent Street area may be available. Crescent street can potentially house OWNCS 3 and one middle school and may be available earlier than the Roosevelt Avenue location.
- M. Crusante will have lunch with Pastor Paul to discuss the Crescent Street property.
- Sent the LOI for the museum building for the middle school.

Meeting Adjourned

Board of Trustees Meeting Minutes

Tuesday, June 22, 2021

Members present: Maura Fitzgerald, Manu Bhagavan, Melissa Chin, Richard Bogle, Olubunmi Emigli

Others present: Brian Ferguson, Jeffrey Aler, Mark Crusante, Lucille Ranchor, Mihwa Park, Jayme Pabon, Randi Berry, Dechelle Damien, Karrine Montaque

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- Middle School graduation will be taking place virtually.
- OWNCS 1 will go through the administrative renewal- delay the process for OWNCS 1 for one year so that we can have OWNCS 1 and 2 go through renewal process at the same pace.
- Next year, we will be in the process of IB accreditation for OWNCS 1.
- Received a sizable federal grant for both OWNCS 1 and 2 so the leaders have been working on this – Focusing on the learning loss during the pandemic so currently crafting a learning recovery program, such as tutoring programs, paying for after school programs for students and enrichment programs.
- Financial Disclosures must be signed by the board members for the ANNUAL report.
- Reduced the number of school days from 190 to 185 days for the new school year. Will need the official approval from the trustees.

Upon motion duly made, seconded and carried, the Trustees:

RESOLVED to approve 185 school days.

School Representative Report: Jayme Pabon

- Fourth and Eighth graders had their science exam. The middle schoolers will be taking the regents exam this week- algebra & earth science.
- Final grades were due last week so everyone have been celebrating the eighth grade graduates and doing fun things to acknowledge their accomplishments.

Chief Financial Officer Report: Karrine Montaque

- Started the budget process. OWNCS 1 ES Lease has been renewed. OWNCS 1 MS lease is still outstanding. The budget builds around the salary scale that is very close to the USP scales and we remain to have competitive rates with annual increases.
- Officially hired a Chief Academic Officer- R. Lee and in the process of hiring additional teachers, and other administrative staff members.
- Medical/Dental Health Insurance cost has increased by 31% and will take effect in October 2021. Currently looking into other options.
- Gross revenue for OWNCS 1 is \$14,830,065 which is 91% of the total projected revenues so most of it is dependent on the students that have been projected.
- Biggest challenge for OWNCS 2 is the number of students enrolled. This year, we will be projecting 340 students. An extra class will be added. In addition, more teachers and specialists will be hired for the new year.
- Rent has increased from 125,000 to 157,000 at OWNCS 2.
 - Projected gross revenue for OWNCS 2 is \$8,343,388 and the gross expenses is \$8,222,008.
 - Planning for OWNCS 3 now. Currently, leases are being negotiated. Projecting \$100,000 charter school planning grant. The principal will be the only full-time staff that will be hired for OWNCS 3 for now.

Upon motion duly made, seconded and carried, the Trustees:
RESOLVED to approve the budget of OWNCS 1, 2 and 3.

PTO Report: Dechelle Damien & Randi Berry

- Going to be co-chairs again for the PTO along with a third co-chair.
- Approved the budget with 2019 numbers assuming that the school will be back to normal.
- Gave out gifts to the faculty & staff.

Facilities Report: Mark Crusante & Richard Bogle

- Use some of the funds to touch up the roof at OWNCS 1.
- Middle School Lease expires on July 30- agreed to \$32 per square foot in year one and then \$33 per square foot in year 2 with \$50,000 rent credit upgrades. Therefore, looking to upgrade the windows at the middle school and then getting rent credit for enhancing the facility.
- Still going over the museum house lease. Currently in the second revision.

· OWNCS 3- Have a LOI . Currently going over the rent schedule and then going into another lease with Barrone. Crescent Street property is Plan B for now.

Meeting Adjourned