



Thursday, July 28, 2022 @6:00 p.m.  
Board Meeting via Zoom

Meeting ID: 883 1066 9063  
Passcode: !H5wM.

### AGENDA

1. Call to Order
2. Adoption of April Minutes
3. Approved Governance Amendment of Bylaws
4. Development Plan
5. School Report
6. Board Committee Reports
7. Public Comment
8. Adjournment

## Trustees Present

Richard Bayles
Gretchen Pusch
Noel Acey
Justin Toliver
Peter Low
Amanda Low
Jonathan Stearns

### Storefront Academy Staff:

Dr. Nicole Campbell, CEO

Mr. Stuart Wolf, Director of Finance

Ms. Natalia Perez, Secretary to the Board

Ms. Nidia Evangelista, Director of Advancement

Ms. Carol Singletary, South Bronx Campus Principal

Ms. Yoselyn Fernandez, South Bronx Assistant Principal

Ms. Taleema Chesney, Harlem Campus Principal

Ms. Amia Fisher, Dean of Harlem

Ms. Marie Lucas, Director of Compliance

## **1. Call to Order**

- Mr. Bayles called the meeting to order at 6:00 p.m.

## **2. Adoption of Minutes**

● Mr. Bayles called for a motion to adopt the minutes from the previous board meeting. A motion to adopt the minutes was made. With no further discussion, or any objections or abstentions, the minutes were accepted.

## **3. Approved Governance Amendment of Bylaws**

● Based on information previously provided to the Board via email, amendments and refinements to the governance bylaws needed to be considered in the following aspects:

- Identify and recruit board members for the Academy
- Ensure that the potential members are assessed so they are the right fit for the organization
- Processes for interviewing, voting for, and approving new board members
- Ensure all stakeholders are included in the decision-making process
- Create a process to quickly introduce new members to the Academy, its leadership, bylaws, and ensure all relevant information is properly provided to the new members

- These items had been noted as issues to improve upon the bylaws.
- A memorandum detailing all these proposals will be forwarded to the Board to be discussed at the next board meeting or sooner, if necessary.

## **4. Development Plan Discussion**

● The Vision and Mission of the Academy were restated for the Board in order to facilitate discussion.

- The plan would focus on additional funding sources for the Academy,

to include individual donors, government grants, and organizational contributions.

- Bowling gatherings, art shows, casino night, and online auctions are being considered to attract donors and gather additional funding. The casino idea has to be researched further to ensure its legality.

- Current goal for additional funding for the next fiscal year, from existing donors and potential new donors, is of \$350k. A timeline with expectations and goals will be set, in order to monitor progress regularly. Some of the goals include:

- Write 1-3 grants monthly
- Meet with donors
- Produce and share bi-monthly newsletter
- Hold two events per fiscal year
- Attend community events
- Implement and hold year-end donor appreciation event

- Bringing a balance between all the academic nuances required of the Academy with the values and mission of the organization will benefit everyone greatly.

## **5. School Report**

- There are currently 260 students enrolled in the South Bronx Campus, and 80 students enrolled in the Harlem Campus. The goals were 300 and 100, respectively.

- University Prep Charter School opened nearby one campus, they started 5th grade enrollment, and over a dozen students moved to their institution.

- The issue of whether to keep the 5th grade needs to be addressed, or whether to create a relationship with University Prep School.

- Families moved their students because they can stay in the same school for 3 years instead of moving from institutions often.

- Enrollment plans were being discussed with the Lincoln Beretta team.

- In July, there were 126 families interested in enrollment into the Harlem Campus, and 160 for the Bronx Campus. This did not translate to actual applications. The engagement processes were being discussed and refined, in order to engage interested families as soon as they submitted their contact information. These families would be nearly immediately contacted to help them through the application process.

- The National Night Out will be utilized as an event in both campuses to boost recruitment and community engagement. There will be activities, such as book giveaways, among others. There will be QR codes (in lieu of flyers) for parents to engage with right away and provide their contact information, to then contact them and help them through the application process.

- There will be TikTok content on the Storefront page to motivate student interactions, to include a challenge where students can submit their videos to the Storefront Academy song. This would be free advertisement.

- All projected teachers have not been hired; given the shortfall of students, hiring will be commensurate with student enrollment.

- There are three staff positions open in the Bronx Campus and two positions open in the Harlem Campus. Interviews are ongoing.

- There has been month-long water damage in the South Bronx Campus building. The landlord has not sent personnel to inspect and thereafter fix the issue. This has been an ongoing problem.

- Attorneys are involved, and they advise not to pay the rent for August until the issue is addressed and corrected by the landlord.

- The CEO has requested a mold test to ensure student and staff safety and health.

- Staff has kept temperature low in the building to prevent mold growth, but that could be counterproductive to other structures or equipment, and it could be too cold for staff and/or students.

- The libraries have been set up, and librarians are being trained.

- Bookshelves will soon be installed in the Harlem Campus classrooms to accommodate the books that are stored in the basement. The Bronx Campus bookshelves will follow.

## 6. Committee Reports

### **Real Estate Committee**

- The campus lease was signed and finalized, and it will take the Academy through June 2025.
- The peak rent is \$535K, which would require a 90-student enrollment.
- If the charter is not renewed, the Academy could withdraw from the lease, providing 130-day notice.

### **Finance Committee**

- There was an issue with the CSP grant, where the qualifications had been updated and salaries, office supplies, and other operating expenses are no longer approved.
  - This amounts to approximately \$150K.
  - This affects the budget for FY 2021-2022.
  - This does not affect the budget in a detrimental or debilitating way.
- A new credit card for use by both campuses had been processed and received.
- The Pontiac Building was applied for and approved for rental reimbursement for \$120K, which had already been received by the Academy.

### **Academic Committee**

- SUNY visited the Harlem Campus, and they recommended certain areas for growth, to include data collection and usage.
  - Improvements noted by SUNY, provided in writing, needed to be addressed by the end of November 2022.
  - More important than student score results is the way the Academy uses data to improve student education.

- The Juilliard Board approved their partnership with the Academy.

## **7. Public Comments**

- There were no public comments.

## **8. Adjournment**

The meeting was adjourned at 7:00 p.m.