



HYDE LEADERSHIP CHARTER SCHOOL

**Board of Trustees Meeting Agenda  
830 Hunts Point Ave  
Bronx, NY  
September 27, 2021- 6:00 PM  
(Meeting held by video conference)**

- 1. Approve minutes from September 27th meeting**
- 2. Audit Report – Marks Paneth (approx. 30 minutes)**
- 3. Executive Director’s Report**
- 4. Finance Committee**
  - **YTD 2021-22 Report**
- 5. Development Committee**
- 6. Nominating Committee**
  - **Trustee renewal**
- 7. Any other business**
- 8. Public Comments**
- 9. Adjournment**

**Board of Trustees Meeting Schedule: FY 2021-22:**

July 26	October 25	January 24	April 25
August 23	November 22	February 28	May 23
September 27	December 27	March 28	June 27

**Hyde Leadership Charter School  
Trustees Meeting: Minutes  
September 27, 2021  
830 Hunts Point Avenue, Bronx, NY 10474  
(meeting held by video conference)**

**Trustees Present Via Video conference:**

Herb Fixler  
Ruth Jarmul  
Herb Kaplan  
Nick Ober

Susan Engel  
Tony Stoupas  
Deborah Dumont  
John Espinosa

**Also Present Via Video conference:**

Celia Sosa, Executive Director  
Stephen Trowbridge, Chief Financial & Operating Officer  
Valarie Hunsinger, Director of Development and Marketing  
Lisa Pensabene, Partner at O'Melveny & Myers LLP  
Ari Gellar, Chief Operating Officer at West End Strategy

**The meeting began at 6:03 PM and Mr. Fixler presided. A quorum was present.**

**1. Approve minutes for August 23, 2021**

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the August 23, 2021 meeting.

**2. Executive Director's Report**

Ms. Sosa showcased some back to school moments. Ms. Sosa highlighted the success of our College Access & Postsecondary Success Program, featuring Hyde alumna Maame Mensah who was recently featured for her leadership at Fairleigh Dickinson University.

Ms. Sosa presented the vision and mission of the K-12 Academic Leadership Team that works on K-12 consistency and alignment as it pertains to leadership, instruction, pedagogy, teacher supports, and evaluation.

Ms. Sosa provided a recruitment and hiring update, noting an increase in referral bonuses for both instructional and non-instructional hirers. Ms. Sosa highlighted the work of the retention committee and their work over the past couple of years. Ms. Sosa showcased the Faculty Fellowship which awards program grants to teachers and staff to bring new initiatives to the school.

Ms. Sosa reviewed facility updates including air quality reports, relocation of 3rd grade classrooms, and next steps.

### **3. Finance Committee**

Mr. Trowbridge provided an update on the annual audit by Marks Paneth which is on schedule and progressing well. Mr. Trowbridge noted that we received a formal letter from the Small Business Association that the PPP Loan will be fully forgiven. The forgiven loan amount will be recognized in the September 2021 financials.

Mr. Trowbridge discussed the BBVA bank conversion to PNC bank, noting that bank and credit card accounts are scheduled to transfer in mid-October. Separately, Mr. Trowbridge noted that Hyde has engaged Wye River to guide us through the transfer of the Interest Rate SWAP from BBVA.

Mr. Trowbridge provided a year-to-date (YTD) financial review through August 2021 and noted that school's YTD revenue was favorable by \$256,000 and that the expenses were unfavorable by approximately \$53,000. Mr. Trowbridge also reported that the YTD net surplus was favorable by \$203,000 and that all SUNY fiscal benchmarks were either good or excellent.

### **4. Development Committee**

Ms. Hunsinger highlighted a recent bulk donation of hand wipes from F&F Supply, and noted the many ways that partnership can support our return to in-person learning. Ms. Hunsinger reviewed the FY 2022 fundraising goals and priorities. Ms. Hunsinger lauded Hyde's Career Passport Program which was selected for a grant from Here-to-Here which is funded by the Bill & Melinda Gates Foundation. This innovative program, based on the NYC Career Readiness Framework will provide critical career readiness programming. Ms. Hunsinger highlighted our FY 22 Giving Guide. Ms. Hunsinger noted a few ways to support development during the month of October.

### **5. Nominating Committee**

Mr. Fixler noted that he along with Susan Engel and Herb Kaplan will serve on the nominating committee.

### **6. Any other business**

No comment

### **7. Public Comments**

No comment

### **8. Executive Session**

The Executive Session began at 7:14 pm and concluded at 7:53 pm.

### **9. Adjournment**

There being no further business, the meeting was adjourned at 7:53 pm.

Minutes prepared by Valarie Hunsinger and Stephen Trowbridge