



Summary of **JULY** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn

APPROVED

Held at NY Charter School Center
111 Broadway, Suite 604
New York, NY, 10006
July 18, 2016

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn
Cicily Robinson, Treasurer
Jack Brown, III, Vice Chair*
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative

Called to order by Chair at 7:15 p.m.

Action Items

APPROVE, June Minutes

Motion by: Cecil Simpson, Jr.
Seconded by: Jack Brown, III
Action: Approved unanimously

APPROVE, Claire Robinson to the HLCSB Board of Trustees

Motion by: Cecil Simpson, Jr. Sandra DuPree
Seconded by: Joanne Goubourn
Action: Approved unanimously

APPROVE, 2016 – 2017 Budget

Motion by: Cecil Simpson, Jr.
Seconded by: Jack Brown, III
Action: Approved unanimously

Officer and Committee Reports

Chairman’s Report

Cecil Simpson, Jr., Chairman noted that in the coming week the final board meetings schedule will be disseminated as well as a request to establish meeting dates for committees. Responses are requested.

School-At-Large

Sandra DuPree, Executive Director reported on preliminary state test scores. Final proficiency scores are expected early August.

Student and teacher recruitment is still heavily underway. Hiring for SY2016 – 2017 continues with five remaining positions tofill.

Summer School programming is underway for students in grades 1 – 4. Approximately 50 students are receiving additional support in ELA and Math from 9:00 a.m. – 12:00 p.m.

A summer pilot program was launched to prepare incoming Kindergartens for September. Twenty incoming students participants focused on basic ELA and Math concepts and basic routines needed for the start of school. Students will be monitored this year to determine program effectiveness.

Lastly, Sandra DuPree reported receiving the resignation from Trustees member Ms. Christina Brown. Information will be submitted to the NYCDOE.

Nominating Committee

No report at this time

Finance Committee

Jack Foster, Finance Consultant reported that the annual audit conducted by Lutz and Carr is scheduled to begin in September.

Jack Foster and Sandra DuPree represented on the proposed 2016 – 2017 budget. Mr. Foster reported on variances from the SY 2015 – 2016 and increases and decreases in areas of spending.

MOVED, to adjourn meeting.

Motion by: Jack Brown, III

Second by: Joanne Goubourn

Meeting adjourned at 8:56 PM.

Next meeting will be held on **Monday, August 15, 2016** at The New York City Charter Center, 111 Broadway, Suite 111 NY, NY

Summary of **AUGUST** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn
APPROVED
Held at NY Charter School Center
111 Broadway, Suite 604
New York, NY, 10006

August 15, 2016

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn*
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative
Jack Brown, III, Vice Chair
Cicily Robinson, Treasurer

Called to order by Chair at 6:45 p.m.

Action Items

APPROVE, July Minutes

Motion by: Cecil Simpson, Jr.
Seconded by: Jack Brown, III
Action: Approved unanimously

Officer and Committee Reports

Chairman's Report

On behalf of the Board of Trustees Board Chairman, Cecil Simpson extended congratulations to the HLCSB team for the growth in student performance across ELA and Math. He noted that the school was able to meet its internal target and pleased with the outcome.

A shared calendar in the Board of Trustees Google Doc will be created to organize meeting dates for each committee. The committees have established the following schedule:

- Governance Committee (1st Wednesday – Time to be determined)
- Education Committee (4th Wednesday – 9:00 a.m. – 10:00 a.m.)
- Finance Committee – To be Determined.

School-At-Large

Sandra DuPree, Executive Director led a in depth discussion on the 2016 HLCSB State for students grades 3 – 5. The 2016 results showed a 13% increase in ELA and a 5% increase in Math. Cohort data, yearly comparison data, grade level proficiency data and internal targets were reviewed and discussed.

Mrs. Forbes reported on instructional revisions and focal points for SY16 –17 in ELA and Math and how the instructional reports were used to guide the instructional shifts as well as the revision in the scope and sequence.

Dr. DuPree reported that student enrollment is still underway. Current enrollment is 444, 33 less than the 477 target. Students are still being accepted across all grades. As we move through the opening weeks of school, enrollment will continue to fluctuate.

Lastly, she noted that this year's pre-service training began with 7 new faculty members attending at Hyde 101. Faculty hiring is still underway with 4 remaining positions vacant.

Governance Committee

No report at this time

Nominating Committee

No report at this time

Finance Committee

No report at this time

MOVED, to adjourn meeting.

Motion by: Joanne Goubourn

Second by: Cecil Simpson

Action: Meeting Adjourned

Meeting adjourned at 8:15 PM.

Executive Session

Next meeting will be held on **Monday, September 19, 2016** at Hyde Leadership Charter School – Brooklyn.



Summary of **SEPTEMBER** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn
APPROVED
330 Alabama Avenue
Brooklyn, NY 11207

September 19, 2016

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn*
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative
Jack Brown, III, Vice Chair
Cicily Robinson, Treasurer

Called to order by Chair at 6:45 p.m.

Action Items

APPROVE, August Minutes

Motion by: Cecil Simpson, Jr.
Seconded by: Jack Brown, III
Action: Approved unanimously

Chairman’s Report

No report at this time

Special Presentation

Members of the school staff presented a comprehensive overview of the instructional program for SY2016 -17. Ms. Roxanna Ruiz, Dean of Curriculum and Instruction guided the board of trustees through elements of the core content areas, instructional focus areas and shift, approaches to instruction as well as new assessment for ELA and Math.

Ms. Andrea Roundfield, Director of Special Education discussed the HLCSB’s approach to educating students with disabilities, support services available to students with disabilities and well as the current range of needs/disabilities of enrolled students as well as what HLCSB can expect to see in the coming years. Ms. Roundfield explained HLCSB’s RtI process and its significance in supporting students and assisting teachers in becoming more aware of student needs.

Nominating Committee

No report at this time

Finance Committee

No report at this time

Governance

No report at this time

MOVED, to adjourn meeting.

Motion by: Sandra J. DuPree

Second by: Cecil Simpson

Meeting adjourned at 8:00 PM.

Next meeting will be held on **Monday, October 17, 2016** at Hyde Leadership Charter School – Brooklyn.

Summary of **OCTOBER** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn

APPROVED

330 Alabama Avenue
Brooklyn, NY 11207

October 17, 2016

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn*
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative
Jack Brown, III, Vice Chair
Cicily Robinson, Treasurer

Called to order by Chair at 6:45 p.m.

Action Items

APPROVE, September Minutes

Motion by: Cecil Simpson, Jr.

Seconded by: Joanne Goubourn

Action: Approved unanimously

Chairman's Report

Cecil Simpson, Jr., Chairman recognized HLCSB for the hard work and students performance outcomes of 2016-2017. Mr. Simpson notes the importance of setting new goals and targets to further the school's success.

School-At-Report

Sandra J. DuPree, Executive Director reported on the overall state of the school as positive. Teachers are focused on instruction and supporting student performance. Afterschool tutoring will begin in November. Programming with support students who are performing below level. HLCSB has partnered again this year with The Art of Stepping (AOS) for the afterschool step team.

Education Committee

Christine Forbes, Head of School detailed this year's assessments and changes in curricular programming. The collaboration with the ELA and Math coaches will begin in October. Teachers have received a number of supports to with instruction through resources and model lessons. Teachers are welcoming of the feedback from the external coaches as well as instructional team members.

Finance & Operations Committee Jack Foster, II, Director of Finance consultant reported on current financials. The school is in strong financial standing. The final audit requests are underway. HLCSB is currently working with graphic designer to have a banner hung outside of the main entrance and

MOVED, to adjourn meeting.

Motion by: Claire Robinson
Seconded by: Joanne Goubourn

Meeting adjourned at 7:55 p.m.

Next meeting will be held on Monday, November 21, 2016 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30p.m.

Summary of **NOVEMBER** Meeting
Of the Board of Trustees

Hyde Leadership Charter School – Brooklyn

APPROVED

330 Alabama Avenue
Brooklyn, NY 11207

November 21, 2016

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative
Cicily Robinson, Treasurer
Jack Brown, III, Vice Chair*

Called to order by Chair at 6:37 PM

Action Items

APPROVE, October Minutes

Motion by: Joanne Goubourn

Seconded by: Claire Robinson

Action: Approved unanimously

Officer and Committee Reports

Chairman's Report

No Report at this time.

School- At- Large

Sandra DuPree, Executive Director reported on the current dashboard data including current enrollment of 401. HLCSB's average daily attendance for the October is 94%, 1% less the 95% target. HLCSB is approaching its enrollment and retention targets in accordance with the NYSED calculator. Current data shows FRPL as pending, while ELL enrollment is 9% and SWD enrollment is 13%.

This month HLCSB welcomed 24% of families for Fall Family Day on Saturday, November 5th. The attendance has maintained this percentage since last year. However, the October Parent Discover Night welcomed 54% of HLCSB families. In an effort to support the families and the parent program teachers are setting monthly participation goals and have demonstrated excitement and eagerness in achieving them.

Overall tone of the school is good. Teachers are working extremely hard to "move" students academically. We've seen growth in students who were struggling at the beginning of the school year.

The 2015 – 2016 School Quality Snapshot were released this week with favorable improvements from last school year. The academic committee will review the information in preparation for next board meeting.

HLCSB is concerned about the fear of some students and families following election outcomes. Counselors are on hand to assist students and teachers who may need support.

Christine Forbes, Head of School presented Q1 ELA and Math performance data. Mrs. Forbes presented ANET ELA and Math Data

Internal targets for State ELA and Math Exam were presented in the DFS Reporting Forms, which were 40% proficiency rate.

Nominating Committee

No report at this time.

Finance Committee

The Finance Committee met on October 16, 2016 to discuss the importance of The greater need for clarity and timeliness of financial documents presented to the Board.

On behalf of the Board, Jack Brown, III (Vice Chair) conveyed the desire to see the Executive Director delve more deeply into the financials.

Finance Report – Jack Foster, Jr., Finance Consultant presented the October financials including budget Forecast.

Lutz and Carr has completed the annual audit and reports no significant findings.

Governance

No report at this time

MOVED, to adjourn meeting.

Motion by: Cecil Simpson, Jr.

Seconded by: Joanne Goubourn

Meeting adjourned at 8:05 PM

Next meeting will be held on **Monday, December 19, 2016** at Hyde Leadership Charter School – Brooklyn.



Summary of **DECEMBER** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn
APPROVED
330 Alabama Avenue
Brooklyn, NY 11207

December 19, 2016

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative
Cicily Robinson, Treasurer
Jack Brown, III, Vice Chair*

Called to order by Chair at 6:37 PM

Action Items

APPROVE, November Minutes

Motion by: Joanne Goubourn

Seconded by: Claire Robinson

Action: Approved unanimously

Chairman's Report

No Report at this time.

School- At- Large

No Report at this time.

The Hyde Leadership Charter School - Brooklyn Board of Trustees moved to an Executive Session.

Summary of **JANUARY** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn

APPROVED

330 Alabama Avenue
Brooklyn, NY 11207

January 23, 2017

Trustees Present:

Cecil Simpson, Jr., Chair
Joanne Goubourn
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Latisha Green, Parent Representative
Cicily Robinson, Treasurer
Jack Brown, III, Vice Chair*

Called to order by Chair at 6:45 PM

Action Items

APPROVE, December Minutes

Motion by: Joanne Goubourn

Seconded by: Claire Robinson

Action: Approved unanimously

Record Attendance and Guests

Tonight's Board of Trustees meeting will be called to open at 6:37 PM and will include a review of the monthly dashboard including current enrollment numbers, staff and training data as well as compliance data. We will receive a full financial and academic update as well as committee reports.

APPROVE Minutes

J. Goubourn made a **MOTION** to approve minutes.

C. Robinson seconded the motion.

The board **VOTED** unanimously to approve the motion.

Officer and Committee Reports

School-At-Large Report

An overall update on the school's progress noting that as we transition into the second phase of the school year, HLCSB continues to focus on rigorous instruction while begin planning for the 2017 - 2018 school year. The 2017 - 2018 marks HLCSB's renewal year. The HLCSB team is currently preparing for the February 1st submission of the NYCDOE Annual Comprehensive Review (ACR). The overall climate of the school is positive. Teachers continue to challenge students academically and while addressing social emotional needs.

HLCSB'S current school enrollment of 394; 2 students less the authorized target and 11 less the forecast. HLCSB's average daily attendance rate for December averaged 89%, which well below the 95% target and the school's average of 93%.

In response, the Family Education Department has increased its parent contact to re-engage parents and provide assistance where needed.

A review of additional included total number of students discharged for the month and YTD discharges with detailed reasoning. Incident reports and discipline statistics as well as snapshots about teacher certification, individual and group professional development sessions and faculty education breakdown.

HLCSB is moving into teacher and student recruitment season. In the coming weeks, Intent to Return forms will be distributed to staff to inform recruitment efforts. HLCSB will increase visibility within CSD19 and the surrounding districts to increase awareness and interests.

The Executive Director and Finance Consultant will begin drafting the 2017-2018 budget in preparation for discussion with the board, so the team will collectively delve into the structural and instructional approaches for the coming year.

The upcoming academic committee meeting will be held at HLCSB on Monday, January 30th from 9:00 AM - 11:00 AM.

Academic Report

The data from ANET ELA notes the second grade classes demonstrated significant strengths and growth in the areas of vocabulary, language conventions, and reading literatures with mastery within 70-80% accuracy on these question types.

Additionally, there were some decreases in the percentage of students meeting the 60% target score in most grade levels except for 3rd grade; however this drop is consistent with the 2015-2016 data. ANET Math data shows 25% more of Hyde students met or exceeded the target score (60%) when comparing A1 and A22. 30% (base points) of Grade 3 students made improvements on A2.

On the SRI, students demonstrated marked improvement on the Reading Inventory when comparing Q1 and Q2 data. In all grade levels students saw increases. Overall there was a 21% increase of students on or above the benchmark. Increases can be credited to students familiarity of the testing protocol (online), changes to the testing process (experienced teachers monitoring tests) and more importantly; improved reading comprehension on the part of students. At least 50% of Hyde students saw a 100-point Lexile level gain.

In overall performance, there was a 13% increase when comparing A1 to A2. Hyde did not outperform the Network schools during A2; the Network from A1 is slightly different than the A2 school list, as one school is no longer showing data. Data from the SMI tests shows students in grades 2nd-5th grades increased in the number of students meeting or exceeding the end of year benchmark on the Math Inventory. When comparing Q1 and Q2 administration of the Math Inventory, 63% of students improved their overall scores. 62% of Hyde students across the grades demonstrated a 100-200 Lexile range escalation. Most significantly, 31% (base points) more fifth graders are now meeting or exceeding the end of year benchmark.

In displaying next month's data, it would be helpful to include Q1 data to compare performance outcomes.

Finance Report

Finance Consultant reported that HLCSB is in its second consecutive year of a projected shortfall of approximately \$300,000. Over the previous fiscal years, 2010 -2014 Hyde-BK maintained a strong financial position. Due to the low enrollment of the past two years, 55 students on average (or \$800,000) and the \$75,000 less in related grants, we have had to manage expenses more thoroughly as evidenced and noted by the following in the most current forecast:

- For the Calendar Year ended December 31, 2016, net assets are \$1.2M \$680,363. A cash balance of \$1.0M and an additional \$1.08M held in escrow per Board guidance and DOE requirements.
- For the Fiscal Year-end June 30, 2016 we are projecting \$288,000 deficit to revenue versus the budget, a decrease of \$518,000. Based on the 6 months Year- to-Date December 31, 2016, we are forecasting a favorable variance of \$128,000 in total salary expenses. Another \$44,000 favorable variance in Fringe benefits, \$15,000 favorable variance in Professional Services and \$180,000 favorable variance in Direct Student Expenses this due directly to the lower enrollment. For the 6 months Calendar Year-to-Date December 31, 2016, the favorable variance is partially offset by \$41,000 in development expenses and office furniture.
- Hyde-Brooklyn had a quick ratio (current assets/current liabilities) of 1.9x for the calendar year-end and 2.0x for the 6 months year-to-date December 31,2016.
- Most importantly, auditors, Lutz and Carr issued a final report that noted there were no material findings in their examination and that the financial statements were determined to be fairly presented in all material respects for the FY2016 financial statements. Further, given the total assets projected of over\$1M, Hyde- Brooklyn will remain in strong financial health.

Closing Items

Adjourn Meeting

J. Goubourn made a **MOTION** to Sandra DuPree.

C. Robinson **seconded** the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.



Summary of **FEBRUARY** Meeting
Of the Board of Trustees

Hyde Leadership Charter School – Brooklyn

APPROVED

Held at 330 Alabama Avenue
Brooklyn, NY 11207

February 27, 2017

Trustees Present:

Jack Brown, III, Vice Chair*
Joanne Goubourn
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Cecil Simpson, Jr., Chair
Latisha Green, Parent Representative
Cicily Robinson, Treasurer

J. Brown called a meeting of the board of trustees of Hyde Leadership Charter School - Brooklyn to order on Monday Feb 27, 2017 @ 6:30 PM at 330 Alabama Avenue Brooklyn, NY 11205 (via Go-to-Meeting).

APPROVE, January Minutes

Motion by: Joanne Goubourn

Seconded by: Claire Robinson

Action: Approved unanimously

Officer and Committee Reports

School-At-Large Update

Sandra DuPree, Executive Director provided an update on school climate and culture. Overall information and updates about student enrollment across grades K - 5, average daily attendance and parent participation.

Teacher and student recruitment for SY 2017 - 2018 is underway. Teacher intent to return forms have been disseminated, which will determine hiring needs.

HLCSB recently hosted a open house for prospective families.

Budget planning is still underway in preparation for Board review, feedback and discussion.

Finance Report

Jack Brown, Chair of Finance Committee reported on the recent finance committee meeting held on February 20, 2017 at 6:00 pm. The finance team posed the following things to consider while drafting the 2017 - 2018 budget including possible increases to staff, organizational restructuring as well as comparative rates with other charters.

Jack Foster, Finance Consultant reported on HLCSB finances noting in January 2017, Hyde-Brooklyn continued a path towards it's second consecutive year of a projected shortfall of approximately \$330,000. As previously noted, over the previous fiscal years 2010 -2014 Hyde-BK maintained a strong financial position throughout, but due to the current enrollment of 59 fewer students on average (or \$830,000) and the \$75,000 less in related grants we continue to manage expenses more thoroughly as evidenced as noted by the follow in the most current forecast: For the Year-to-Date Period January 31, 2017, net assets are \$1.2M; a cash balance of \$0.6M; and an additional \$1.08M held in escrow per Board guidance and DOE requirements.

For the Year-to-Date Period January 31, 2017 we are projecting \$321,000 deficit to revenue versus the budget, a decrease of \$551,000. This slight increase in deficit is primarily due to additional loss of six pupils and an increase in projected payroll processing fees.

Based on the 7 month Year-to-Date Period January 31, 2017, we are forecasting a favorable variance of \$188,000 in total salary expenses; another \$37,000 favorable variance in Fringe benefits, and \$60,000 unfavorable variance in Professional Services, and \$190,000 favorable variance in Direct Student Expenses, due directly to the lower enrollment.

For the 7 month Year-to-Date Period January 31, 2017, the favorable variance is partially offset by \$55,000 in dues and subscriptions, development expenses and office furniture.

Hyde-Brooklyn had a quick ratio (current assets / current liabilities) of 2.7x for the Year-to-Date Period January 31, 2017.

Summary of **MARCH** Meeting
Of the Board of Trustees

Hyde Leadership Charter School – Brooklyn

APPROVED

Held at 330 Alabama Avenue
Brooklyn, NY 11207

March 15, 2017
6:30 PM - 8:00 PM

Trustees Present:

Jack Brown, III, Vice Chair*
Joanne Goubourn
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Cicily Robinson, Treasurer
Latisha Green, Parent Representative

Action Items

APPROVE, February Minutes

Motion by: Joanne Goubourn
Seconded by: Claire Robinson
Action: Approved unanimously

Officer and Committee Reports

Chairman's Report

No Report at this time.

School- At- Large

Sandra DuPree, Executive Director reports that students in grades 3 -5 are preparing the state testing with supports from teachers and families.

The school is also in recruitment season; recruiting both teachers and students.

Discussion Items

Sandra DuPree, Executive Director and Jack Foster, Finance consultant engaged in a deep discussion with the HLCSB board to review the proposed 2017 - 2018 preliminary budget.

C. Robinson made a **MOTION** to adjourn the meeting.

Seconded by: Joanne Goubourn

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was **ADJOURNED** at 8:05 PM.



Summary of **APRIL** Meeting
Of the Board of Trustees

Hyde Leadership Charter School – Brooklyn

APPROVED

Held at 330 Alabama Avenue
Brooklyn, NY 11207

April 26, 2017
6:30 PM - 8:00 PM

Trustees Present:

Jack Brown, III, Vice Chair*
Cecil Simpson, Jr., Chair
Joanne Goubourn*
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Cicily Robinson, Treasurer
Latisha Green, Parent Representative

Called to order by Chair at 6:35 PM

Action Items

APPROVE, March Minutes

Motion by: Joanne Goubourn
Seconded by: Claire Robinson
Action: Approved unanimously

Officer and Committee Reports

Chairman's Report

No report at this time.

Executive Director's Report

Sandra DuPree reported that HLCBS is in the midst of State ELA and Math Exams. Students are working diligently to apply the skills and concepts taught throughout the school year.

This year's untimed test has again allowed students to take additional time to read passages, review directions and respond thoroughly. 4th grade students will take the Science Performance Test May 30th - June 2nd and the written component June 5th - 9th. We were pleased with the recent DOE's Annual Comprehensive Review visit. We anticipate a draft report from the team Mid May. We will return the draft with factual edits prior to public posting.

The focus the remaining days of the school year is the to prepare students for 2017- 2018, ensure all students are reading on the designated grade level by year's end.

End-of-year events are upcoming including the 5th Grade student banquet, 5th grade overnight experience, Kindergarten Stepping Up ceremony and Field Day.

Academic Committee Report

Benchmark testing will continue after State Exams. No additional data to report at this time.

Governance Committee Report

No report at this time.

E. Finance Committee Report

No report at this time.

Other Business

Deep Dive - 2017 - 2018 Budget Review

Sandra DuPree, Executive Director and Jack Foster, Finance Consultant led a discussion about the proposed budget for 2017 - 2018. After the discussion, a revised budget will be circulated reflecting revisions and additional information. A request for comments will be attached prior to a final vote.

C. Robinson made a **MOTION** to adjourn the meeting.

Motion by: Claire Robinson

Seconded by: Cecil Simon

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Summary of **MAY** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn

APPROVED

Held at 330 Alabama Avenue
Brooklyn, NY 11207

May 17, 2017
6:30 PM - 8:00 PM

Trustees Present:

Jack Brown, III, Vice Chair*
Joanne Goubourn
Claire Robinson
Cecil Simpson, Jr. Chair
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Cicily Robinson, Treasurer
Latisha Green, Parent Representative

ACTION ITEMS

APPROVE, April Minutes

Motion by: Joanne Goubourn
Seconded by: Claire Robinson
Action: Approved unanimously

APPROVE, 2017 - 2018 Preliminary Budget

Motion by: Cecil Simpson, Jr.
Seconded by: Joanne Goubourn
Action: Approved unanimously

Officer and Committee Reports

Chairman's Report

No Report at this time.

School- At- Large

No report at this time

Nominating Committee

No report at this time.

Governance

No report at this time

Discussion Item

Sandra DuPree, Executive Director and Jack Foster, Finance consultant engaged in a deep discussion with the HLCSB board to review and revise the proposed 2017 - 2018 preliminary budget. The proposed budget reflects increases in salaries (NYCDOE plus 5%).

MOVED, to adjourn meeting.

Motion by: Claire Robinson

Second by: Joanne Goubourn

Meeting adjourned at 8:05 PM

Next meeting will be held on **June 21 2017** at Hyde Leadership Charter School – Brooklyn.

Summary of **JUNE** Meeting
Of the Board of Trustees
Hyde Leadership Charter School – Brooklyn

APPROVED

Held at 330 Alabama Avenue
Brooklyn, NY 11207

June 21, 2017
5:00 PM - 6:30 PM

Trustees Present:

Cecil Simpson, Jr., Chair
Jack Brown, III, Vice Chair*
Joanne Goubourn
Claire Robinson
Sandra J. DuPree, Ed.D., Executive Director

Trustee Absent:

Cicily Robinson, Treasurer
Latisha Green, Parent Representative

APPROVE, May Minutes

Motion by: Cecil Simpson, Jr.

Seconded by: Claire Robinson

Action: Approved unanimously

Officer and Committee Reports

Chairman's Report

No Report at this time.

School- At- Large

Sandra DuPree, Executive Director reported end-of-year dashboard data with focus on recruitment projections for grades K - 5, disciplinary data, parent participation, daily attendance rates and subgroup enrollment targets.

Dr. DuPree reported on Quarter 4 ANET Data for grades 3 - 5 indicating growth across specific skill areas. HLCSB is currently reviewing the instructional report to guide areas of summer focus and planning.

All end-of-year ceremonies including kindergarten stepping up and 5th grade banquet were a success. During the 5th grade banquet, parents were recognized for their participation throughout the school year and served as a first step to increasing and highlighting their involvement within the parent program.

Governance Committee

Claire Robinson reported that the governance committee is working to support the expansion of the board and will begin connecting with the Hyde Alumni Parent Association (HAPA).

Finance Committee

Jack Brown, III, Finance committee chair will identify a date to convene an end-of-year finance meeting. The date will be determined in the coming days.

Dr. DuPree noted that additional adjustments will be made to the budget in the coming weeks to minimize and actualize spending.

MOVED, to adjourn meeting.

Motion by: Joanne Goubourn

Second by: Claire Robinson

Meeting adjourned at 6:32 PM

Next meeting will be held in July 2017 at Hyde Leadership Charter School – Brooklyn - Date to be determined