



# MOTT HALL CHARTER SCHOOL

RISE TO THE CHALLENGE

## Board of Trustees Meeting Minutes February 27<sup>th</sup>, 2024

A regular meeting of the Board of Trustees (the “Board” or “BoT”) of the Mott Hall Charter School (the “MHCS”) was held on the above date beginning at 5:35 p.m. local time pursuant to notice duly given.

### Attendance

- The following Trustees were present via video conferencing: Dr. Patrick Awosogba, Karen Bhatia, Francesca Weindling, Sandra Lugo, and Don Mabrey
- The following trustees were absent: Luis Quan, and Jason Caldwell
- The following school staff and guests were present: Connie Lobdell, Principal and Executive Director; and Josh Moreau

### Call to Order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:32 p.m.
- No public with comments.
- Dr. Patrick Awosogba:
  - Opened the meeting.
  - Approval of January 23<sup>rd</sup>, 2023, Board meeting minutes.
  - Approval of proposed new board member, Lyne James.
- Josh Moreau:
  - Next year’s budget plan
  - Connie Lobdell sent Action Plan
  - Reduced enrollment number – enrollment of 185 students for 2024-2025
  - Previous year’s enrollment 222
  - Staff reductions align to present numbers.
  - Approximately 75% of the cost is personnel (43) which works due to not paying for facilities.
  - High cash reserve
  - Connie Lobdell asked what impact fifth grade would make.
  - Adding a fifth grade will take enrollment to where it was previously.
  - Need to continue providing competitive salaries.
  - Only for reduction is with staff.
  - Can petition and make argument for space from the DOE due to lack of rooms at present time.
  - Don Mabrey has information for a private space if adding a fifth grade.
  - Will need to work on a revised budget document.
  - Will meet with Finance Committee and look at different scenarios. Will reconcile calendar to enable an in-person meeting with Finance Committee.
  - A new facility would not be viable until September 2025, coinciding with renewal.
  - School is doing the Summer Boost program.
  - Connie Lobdell to look at grants, programs, and other resources to cover summer school.
- Connie Lobdell:
  - Many of the families are leaving the area.
  - Changes in the environment after COVID have contributed to the reduction in enrollment.
  - Families moving away who no longer want to live in the neighborhood and leaving NYC.
  - Teachers are covering different classes maximizing the use of staff.
  - Would like the board to help with recruitment.

- Dr. Patrick Awosogba:
  - Will reach out to the DOE for locations in a DOE building.
  - Numbers for action plan should match.
  - The Finance Committee will need to go over the finances.
  - Further discussions about the budget are needed:
    - How many students per grade?
    - Continue to work with enrollment number of 185 for now.
  - Need to streamline the budget.
  - With new space might be able to add a fifth grade.
  - Will need a revised budget document.
  - Revisions of documents made by or before the next board meeting.
  - Will be looking at new facility recommended by Don Mabrey.
  - Letters from parents, if justified, should be sent to the board. If the school is managing the situation, then the board does not need to be involved.
  - Board meetings are the 3<sup>rd</sup> Tuesday of every month.
  - Next board meeting will take place on Tuesday, March 19<sup>th</sup>, 2024.
  - Called for a motion to adjourn the meeting.
  - Motion made by Sandra Lugo and seconded by Karen Bhatia – Board reviewed and unanimously approved.

**Board Motions and Approvals**


1. Motion to approve December 18<sup>th</sup>, 2023, minutes made by Don Mabrey, and seconded by Francesca Weindling - Board reviewed and unanimously approved.
2. Motion to approve proposed new board member, Lyne James, made by Don Mabrey, and seconded by Francesca Weindling – Board reviewed and unanimously approved.
3. Motion to adjourn made by Sandra Lugo and seconded by Karen Bhatia – Board reviewed and unanimously approved.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,  
Sandra Lugo, Secretary

APPROVED:  
Sandra Lugo  
Name



Signature

February 27<sup>th</sup>, 2024  
Date

*All trustee meetings for Mott Hall Charter School are open meetings subject to the NYS open meetings law. While we encourage public participation, and provide a designated time for public comments, individuals are limited to two minutes total of public comment each, unless the Board asks for additional feedback. All trustees and members of the public must abide by norms around professionalism and civility in their comments. Complaints against a specific employee or public comments that may reveal confidential information will, consistent with the open meetings law, be handled through our dispute resolution process or may be heard in the executive session.*