



**Board of Trustees Meeting Minutes
August 11th, 2022**

A regular meeting of the Board of Trustee (the “Board” or “BoT”) of the Mott Hall Charter School (the “MHCS”) was held on the above date beginning at 5:15 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Sandra Lugo (Presiding as Chairperson), Jason Caldwell, Kevin Murungi, Francesca Weindling
- The following Trustees were absent: Natalie Thompson, Karen Bhatia, Kamoy Smalling
- The following school staff and guest participated: Connie Lobdell, Principal and Executive Director; Yvette Colon, Director of Operations (DOO); Josh Moreau, Financial Consultant

Call to Order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:15 p.m.
- No public with comments.
- Josh Moreau:
 - Enrollment
 - FY 2022 information to auditors next week
 - Finance Committee to meet in September
 - October – audit to be presented with projection of enrollment
 - Accrued funds and grants
 - Cash reserves in good standing at this time
 - Needs form to access to accounts online
- Yvette Colon:
 - Reviewed Dashboard
 - Registration – registrations pending
 - Safety is focus due to families’ concerns
 - Student Leadership in Training
 - Saturday extended to 2:00 p.m.
 - After School extended to 5:30 – focus on safety
 - Board Meeting dates for 2022-2023 – 3rd Thursday of every month:
 - September 22nd
 - October 20th
 - November 17th
 - December 15th
- Connie Lobdell:
 - Instructional Audit:
 - Meeting with Dr. Awosogoba
 - Created a framework for Dr. Awosogoba
 - Collecting artifacts and data on T/L
 - Findings in October

- Check-in in September
 - Will be able to share with Kim Santiago
 - o Hiring updates:
 - School Counselor
 - Two positions to fill: 8th grade Special Education and ELA
 - Resumes will be sent to Board members as a formality
 - o Enrollment:
 - 2021-2022 first time back after pandemic and being on remote
 - Drop off in September 2021 due to parents wanting to remain on remote
 - Yvette Colon will send weekly updates on enrollment
- Jason Caldwell:
 - o Enrollment – expressed concern
 - o Ideas to increase enrollment:
 - Zoom meeting with all applicants
 - In person open house in July for families who are not away, and a Zoom meeting for families who are away
 - Create a parent committee of “ambassadors” to talk to prospective families

Board Motions and Approvals

1. Motion to approve July 13th, 2022 minutes made by Sandra Lugo and seconded by Francesca Weindling - Board reviewed and unanimously approved.
2. Motion to approve hirings by Connie Lobdell made by Sandra Lugo and seconded by Kevin Murungi - Board reviewed and unanimously approved.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,
Sandra Lugo, Secretary

APPROVED:
Sandra Lugo
Name



Signature

September 22nd, 2022

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 comment, 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 executive session.