



Storefront Academy Charter School  
September 2024 Board Meeting  
Thursday, September 19, 2024, 6:00 p.m.  
Meeting Minutes

## ATTENDEES

**Trustees:** Richard Bayles, Amanda Low, Peter Low, Jewell Stewart, Justin Toliver **Staff:** Catherine Brown, Rebecca Brunie, Taleema Chesney, Brian Class, Julissa Fernandez, Amia Fisher, Esther Fokuo, Robert Keogh, Charisse Lewis, Marie Lucas, Rachel Marshall, Nereida Morales, Maryleidy Pimentel, Yubdeley Ricardo, Newton Richards, Carol Singletary, Desiree Soulet, Matthew Tiwary, Katherine Vasquez, Liza Veto **Other:** Annicia, Angela Applewhite, Aki Chhabra, Madeley Sanchez, Yolanda Washington

## RELEVANT DOCUMENTS

- September 2024 board meeting agenda
- Storefront Academy Financial Dashboard

## MEETING MINUTES

1. **Call to order (0:00-0:37)**
  - a. Richard Bayles called the meeting to order at 6:13 p.m. EST.
2. **Adoption of meeting minutes (0:38-1:29)**
  - a. Motion: Mr. Bayles called a motion to approve the July 2024 and August 2024 minutes. Motion was seconded and carried without dissent.
3. **Financial report (1:30-10:44)**
  - a. Robert Keogh expressed that SACS is experiencing good financial health for now, pending enrollment numbers for the 2024-2025 school year (SY). Per-pupil estimations have been paid to SACS, and actuals will be invoiced within the next two weeks. There is a ~10-student difference between budgeted enrollment (375) and expected actuals (365).
  - b. Storefront is currently exceeding SUNY standards for "Current Ratio," "Days of Cash," "Quick Ratio," and "Debt-to-Asset Ratio."
  - c. FY24 forecasted surplus of \$65K networkwide (\$11.42M revenue; \$11.35M expenses). August closed with a cash balance of \$1.45M. Currently at a \$612K A/R balance with funding anticipated in the coming weeks (~\$150K for Summer Boost; \$400K of federal grants).
  - d. The Finance Committee is meeting with auditors in October, and a 2024 fiscal year (FY) year-end report is forthcoming.
4. **Development update (10:45-14:41)**
  - a. Extended day
    - i. SB: Launched Sept. 3, 2024. Free for all participants (up to 150 students) Mon. to Fri., 3 p.m. to 6 p.m. Operated by l'Raise in SACS facility. Fundraising efforts to continue; school budget used as stopgap in the interim. Approx. 128 students attend regularly.
    - ii. H: Launched Sept. 16, 2024. Free for all participants Mon. to Fri. 4 p.m. to 6 p.m. Operated by Harmony Program (music-based program) at SACS facility. Fundraising efforts to have program fully funded continue. Approx. 40 students attend regularly.
5. **Districtwide safety plan update (14:42-18:39)**
  - a. Marie Lucas stated that the district safety plan, which was updated based on requests from the NYSED and to include trauma-informed drills, was shared but has not been officially approved.
  - b. Ms. Lucas will report on the status of the state-required drills at the December board meeting.
  - c. Motion: Mr. Bayles called a motion to approve the updated districtwide safety plan to submit to the state and to local law enforcement offices. Motion was seconded and carried without dissent.



**6. Strategic plan update (18:40-25:01)**

- a. Liza Veto reported that the 2024-2029 plan is a five-year road map that strategizes the high-quality implementation of day-to-day operations and prepares SACS for the future. The strategic plan is a live document that will likely evolve over time.
- b. Peter Low noted that two amendments to the original plan were discussed in yesterday's executive session. Board approval of the plan today will include these provisos, which will be solidified in real time as the document is in use.
- c. Motion: Mr. Bayles called a motion to approve the 2024-2029 strategic plan. Motion was seconded and carried without dissent.

**7. Public comment (25:02-26:30)**

- a. Mr. Bayles opened the meeting to public comment. Hearing nothing, he closed the meeting to public comment.

**8. Leadership reports (26:31-1:04:20)**

- a. **(26:31-32:42)** Enrollment
  - i. SB: As of Sept. 12, actual enrollment sits at 265, 10 students under budget. Four students enrolled this month; 14 students withdrew.
  - ii. H: As of Sept. 12, actual enrollment sits at 99, 1 student under budget. Three students enrolled this month; 7 students withdrew.
  - iii. Working well: Network- and relationship-building, community events. Obstacles: Departure from NYC due to housing affordability crisis, lack of proximity to SACS campuses and local community support and lack of accessibility to busing.
- b. **(32:43-37:25)** SY 2024-2025 staff vacancies
  - i. One current vacancy at Harlem (SpEd teacher).
  - ii. Two current vacancies at SB (3rd grade teacher, community engagement specialist).
  - iii. Working well: Volume of candidates. Needs improvement: Candidate quality. Ms. Lucas has begun reaching out to qualified candidates directly through Indeed.
- c. **(37:26-59:29)** Summer RISE
  - i. SB: ELA and math pre- and post-assessments showed improvement across all rising 1st-5th graders, except for ELA scores among rising 3rd and 4th graders. These declines were likely due to reduced classroom support (one teacher instead of two in the classroom), higher absenteeism, and a higher ratio of ELLs with <2 years at SACS.
  - ii. H: ELA and math pre- and post-assessments showed improvement across all rising 1st-5th graders, except for ELA scores among rising 4th graders. These declines were due to high absenteeism.
  - iii. Working well: Engagement, increased interest in the program, field trip Fridays. Needs improvement: Transportation and attendance.
- d. **(59:30-1:04:20)** Culture highlights and notable events
  - i. Photos and videos highlighted special events across the two campuses.
  - ii. Viva la Cultura: Celebrating Hispanic Heritage (H) (Sept. 16), Curriculum Night (SB) (Sept. 17), Spirit Week (H) (Sept. 23-27), Attendance Celebration and Culture Day (SB) (Sept. 27), NWEA MAP Pep Rally (H) (Sept. 27), Back-to-School Celebration (H) (Oct. 9), Test Scores Celebration (SB) (Oct. 25).

**9. Board committee reports (1:04:21-1:05:29)**

- a. The Academic and Governance committees had nothing to report.

**10. Closing comments and motion to adjourn (1:05:30-1:05:56)**

- a. Mr. Bayles adjourned the meeting at 7:18 p.m. EST.