



Nurses Middle College Charter High School – Capital Region
Board of Trustees Meeting Minutes
December 16, 2024, 5:00 PM
199 Washington Ave, Rensselaer, NY 12144

Board members in attendance: Susan Birkhead, Maxine Smalling, Deborah Elliott, Mary Therriault, Mark Little, (via Zoom), and Latasha Powell, (via Zoom)

NursesMC-CR staff in attendance: Julia Franklin, Betty Graham

NursesMC staff in attendance: Pamela McCue, (via Zoom) Mike Abney, (via Zoom) and Geraldine Mitchell (Gigi)

Guests in attendance (via Zoom): Samir Kothari and Anthony Delgreco, Matter Real Estate

- I. Call to Order
Susan Birkhead called the meeting to order at 5:00 pm.
Quorum established.
- II. Discussion/vote to approve meeting minutes of November 25, 2024
On motion by Mary Therriault, seconded by Deborah Elliott, the board unanimously voted to approve the meeting minutes of November 25, 2024.
- III. Open Public Comment
No public comment.
- IV. Vote to move into Executive Session to discuss the proposed acquisition, sale or lease of property and personnel.
On motion by Deborah Elliott, seconded by Mary Therriault, the board unanimously voted to go into executive session to discuss the proposed acquisition, sale or lease of property.
- V. Vote to approve SY24-25 calendar
On motion by Deborah Elliott, seconded by Maxine Smalling, the board unanimously voted to approve SY24-25 calendar
- VI. Vote to approve staff retirement policies
On motion by Mary Therriault, seconded by Latasha Powell, the board unanimously voted to approve retirement policies
- VII. Financial Report
Michael Abney reviewed the schools cash flow and shared a summary of the expenses. He

discussed the increased philanthropy and shared with the board a list of donors. He is expecting additional donations in the future.

VIII. Student Recruitment Report

Julia Franklin shared that the school has received 50 leads for the next 2025/2026 school year, 6 new student applications for 2024/2025 and 7 new student applications for 2025/2026 have been received since the last board meeting. The upcoming recruitment initiatives will be from November 26th to December 16th. There will be 3 community events and canvassing with door hangers, stickers, & flyers using outreach mapping. An announcement of the move into new space will be posted through family email and social media.

IX. School Report

A. Academics

Julia Franklin reported January regents for Algebra I will be held January 22nd, Course Exams will be held January 27th - 29th, Renaissance Star Exam will be held February 3rd - 7th. The goals are for 100% enrolled students to complete exams. Attendance has continued to improve due to the action steps to improve this number that consist of the Behavior Interventionist providing daily outreach to families, and offering monthly awards for Perfect Attendance and Most Improved Attendance.

Julia shared that the school held a parent/teacher conference night on November 14, 2024. Each teacher provided a progress report and reviewed it with the families. Tutoring for Algebra I is ongoing for students who are retaking the Regents in January. Students are utilizing lunch time with teachers to provide extra support and to make up work, plus after-school tutoring is being offered in ELA & math along with Spanish retake assessments have been made available for students

Julia shared her continued plans to integrate healthcare into the schools with field trips: December 6: Maria College VR Lab, week of December 9: St. Peter's Hospital Tour, January 31: Healthcare Partner's Day, Albany Medical College STEP: Science and Technology Entry Program

B. Staffing update

Julia shared that all full-time positions have been filled. Currently working to fulfil the part-time positions: School nurse, SPED teacher, and MLL teacher, (working to find an online platform to support MLL students). All positions are publicly posted on Indeed and OLAS.

C. Student Culture

Julia shared that the Behavior Interventionist is working one-on-one with students that may encounter problems within the classroom. Piloting DeansList platform for early Spring that will help advance referral and incident report tracking, provide communication logs for teacher use, and implement automated suspension letters. our pillars.

X. Adjournment

On motion by Deborah Elliott, seconded by Mary Therriault, the board unanimously voted to adjourn at 5:56pm