



Nurses Middle College Charter High School – Capital Region
Board of Trustees Meeting Minutes
February 24, 2025, 5:00 PM
199 Washington Ave, Rensselaer, NY 12144

Board members in attendance: Susan Birkhead, Mary Therriault, Mark Little, Deborah Elliott, and Latasha Powell

NursesMC-CR staff in attendance: Julia Franklin, Betty Graham, Melissa Keen (via Zoom), Trona Cenac-Joseph (via Zoom), and Anah Lopez (via Zoom)

NursesMC staff in attendance: Jenny Santana, Geraldine Mitchell (Gigi), Mike Abney, (via Zoom) and Elaine Schmiedeshoff, (via Zoom)

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 January 27, 2025
On motion by Deborah Elliott, seconded by Mark Little, the board unanimously voted to approve the meeting minutes of January 27, 2025
- 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 Mark Little, seconded by Deborah Elliott, the board unanimously voted to go into executive session to discuss the proposed acquisition, sale or lease of property.
- V. Vote to appoint Mark Little as Vice President of the Board of Trustees
On motion by Deborah Elliott, seconded by Latasha Powell, the board unanimously voted to appoint Mark Little as Vice President of the Board of Trustees
- VI. Vote to approve SY24-25 Employee Handbook
On motion by Latasha Powell, seconded by Deborah Elliott, the board unanimously voted to approve the SY24-25 Employee Handbook
- VII. Financial Report
Michael Abney reviewed the schools cash flow and shared a summary of the expenses.

VIII. Student Recruitment Report

Geraldine Mitchell shared enrollment is currently at 71 students; projected enrollment from the last board meeting was 79. Applications received since the last board meeting were (2) two. Student recruitment efforts over the last thirty days have been collaboration with Mariposa Consulting to improve paid social media ads and leads. Upcoming events include NursesMC-Cr presentation at Blessed Sacrament Middle School, Hannaford's Kidz Expo at the Empire State Plaza, 7th Annual Youth Summit at the Albany Capital Center and a Health Fair at the Boys and Girls Club of Rensselaer.

Geraldine reported the student withdrawal update for 2024-2025 is a total of 35. Student recruitment will be promoting Albany move & summer camp, collaboration with Rise High and Schenectady Housing Authority.

IX. School Report

A. Academics

Trona Cenac-Joseph reported 1 out of 14 students passed the Algebra 1 regents exam in January. Trona stated, she will be providing advisory tutoring for Algebra 1 beginning, March 18th, after the arrival of the new Math Teacher. Mid Year Star Exam data had an increase in 9th grade on both Math and Reading. Intervention in tutoring will be with 10th graders for the Regents exam. Semester 2 schedule update consists of Teacher observations and reflections, teachers will be observing her as she teaches Math, adding the skills to their classroom, recording classroom for feedback during check-ins. Practice Clinics that will combine classes to allow for more planning and practice time. Teachers will implement feedback during clinics and then are coached in class on these strategies.

Julia shared the attendance updates as of February 24th, ADA last month (January) at 75.49%, ADA this month (February) 75.49%. Carlos Monegro, our Behavior Inventionist, is continuing to provide ongoing daily calls to parents to increase attendance.

Julia shared her continued plans to integrate healthcare into the schools with college visits, testing-taking skills workshops, and STEP classes and activities. Upcoming events consist of Ellis Shadow days for 10th Graders on February 25, 2025, UAlbany course credits - where students will have the ability to take credit-bearing classes next year. Scheduled for May, Ellis Hospital tour, and a visit to Belanger School of Nursing.

B. Staffing update

Julia shared as of January 27, 2025 12 out of 15 positions are filled; two full-time positions are vacant (Math Teacher, & Teaching Assistant) Math Teacher will be filled by March 12th. Two part-time positions vacant, School nurse, and SPED teacher. All positions are publicly posted on Indeed and OLAS.

X. Adjournment

On motion by Latasha Powell, seconded by Mary Therriault, the board unanimously voted to adjourn at 6:29pm