



Nurses Middle College Charter High School – Capital Region
Board of Trustees Meeting Minutes
January 27, 2025, 5:00 PM
199 Washington Ave, Rensselaer, NY 12144

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

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

NursesMC staff in attendance: Pamela McCue, Jenny Santiago, Geraldine Mitchell (Gigi) Mike Abney, (via Zoom) Chelsea DePaula, (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 December 16, 2024
On motion by Mark Little, seconded by Mary Therriault, the board unanimously voted to approve the meeting minutes of December 16, 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 Latasha Powell, seconded by Mark Little, the board unanimously voted to go into executive session to discuss the proposed acquisition, sale or lease of property.
- V. Vote to amend SY24-25 calendar
On motion by Mary Therriault, seconded by Susan Birkhead, the board unanimously voted to amend SY24-25 calendar
- VI. Vote to approve SY24-25 Student Handbook
On motion by Mark Little, seconded by Mary Therriault, the board unanimously voted to approve the SY24-25 Student Handbook
- 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 the 50 new application leads received for the next 2025/2026 school year, 5 new student submitted applications, 5 plans to submit and 47 applicants the Enrollment Specialist is in contact with. The upcoming recruitment initiatives over the next 30 days will consist of officially announcing the “Move” and various presentations at other schools and organizations. Student recruitment will also consist of connecting with community organizations such as Albany Housing Authority, Boys & Girls club, and the Links Incorporated- Albany Chapter. Julia continue to share recruitment is centered around maintaining relationship with families to ensure the lines of communication open

IX. School Report

A. Academics

Julia Franklin reported January regents for Algebra I was held on January 22nd, and 14 students took the exam; Course Exams will be held January 27th - 29th, the Renaissance Star Exam will be held February 5th- 11th with the goal of 95% of students to complete the exam and increase 10% point in ELA and Math from BOY. Data analysis professional development with teachers will be held on February 28th.

Julia shared the updates to the semester II schedule. Changes will be made to the following: class consolidation, teacher planning time, expanded advisory time, nursing skills class will be added, teachers will have coaching meetings once a week followed by observation feedback. With an addition to lesson plan templates changing.

Julia shared her continued plans to integrate healthcare into the schools with college visits, testing-taking skills workshops, and STEP classes and activities from September to May. Upcoming events consist of a Healthcare workshop on Feb 7th at Albany College of Pharmacy & Health Sciences; Siena College of Nursing on Feb 13th and a relay at Belanger School of Nursing & Ellis Hospital in May

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) Trona Cenac-Joseph is leading the interview process for Teaching assistants: . All positions are publicly posted on Indeed and OLAS.

C. Student Culture

Julia shared that a Student Culture & Safety Improvement Effort report to the Board. The report outlined a behavior management system for the school that will establish clarity of administration vs teacher responsibility for student misbehavior, creation of student reflection systems, positive rewards and incentive for the students and one-on-one coaching with teachers.

X. Adjournment

On motion by Mark Little, seconded by Susan Birkhead, the board unanimously voted to adjourn at 7:20pm