

# Legacy College Preparatory Charter School Board Meeting Minutes

Date: December 4, 2025

Time: 6:33 PM – 7:14 PM

Location: Remote

## Official Meeting Proceedings

### 1. Call to Order (Chairman)

The meeting was called to order by the Chairman at 6:33 PM

### 2. Roll Call (Chairman)

Roll Call was taken by the Chairman.

#### Board Members

Number	Name	Present
1	Jared Parker	No
	Nikki Ho-Shing	No
	Tyrone Washington	Yes
	Michael Rakiter	No
	Ryan Brand	No
	Erin Stark	Yes
	Lauren Giovannitti	Yes
	Tiffany Loo	Yes
	Porsche Cox	Yes
	Tracy Kelley	Yes

#### Other Attendees

Number	Name	Present
	Summer Schneider – School Leader	Yes
	Maria Vaz	No
	Sandy	Yes

### 3. School Leader Report (Executive Director)

The Executive Director presented a comprehensive update on school operations:

- **Biggest Needs:**
  - Continuing focus on identifying new **Fund Development opportunities**.
  - Prioritizing the recruitment of a **new Board member with specific Finance experience**.
- **Talent:**
  - The High School and Middle School are both **fully staffed** for the current school year (SY25-26), including the business teacher hired last month.
  - **Staff Planning:** Core values evaluations are scheduled for January, which will initiate discussions with staff regarding retention and planning for the upcoming school year (SY26-27).

- **Students and Families (Enrollment):**
  - **Total Enrollment:** The current roster for SY25-26 is **685 scholars**.
  - **Status:** Enrollment remains **below the hedged enrollment goal** due to low enrollment in the Middle School.
  - **Next Steps:** Active enrollment is ongoing, with resources beginning to pivot toward enrollment planning and recruitment for the next school year.
- **Academic Results:**
  - **Middle School:** Trimester 1 Interims were completed last month. Results are available on the board dashboard and are the focus of the December Academic Committee meeting.
  - **High School:** Quarter 1 Interims were completed in October. Results are on the dashboard and were reviewed by the Academic Committee in November.
- **Finance and Development:**
  - **Fundraising Progress:** The school has raised **\$17,500** toward the annual goal of **\$150,000**.
  - **Grant Applications:** The application for **SEED funding from the Charter School Growth Fund** was officially submitted. The school is awaiting responses from several other grant applications.
- **Facility & Legal:**
  - **332 E 149th St. (Security Deposit):** Lawyers are taking the next necessary steps to obtain a judge's ruling to require a response regarding the return of the security deposit from the former landlord.
  - **808 Cauldwell Ave. & 400 E 145th St.:** No new updates were reported for these sites.

#### 4. Committee Reports (Academic, Finance, Fund Development, Governance)

Committee Chairs presented reports summarizing the status of their respective focus areas:

- **Academic:** Discussion focused on the newly available Trimester 1 Interim results and their implications for middle school instructional strategy.
- **Finance:** Did not meet before the Board Meeting. Centered on the current enrollment deficit's impact on the budget and reviewing the preliminary budget for the next quarter.
- **Fund Development:** Discussed strategies to close the gap between the current \$17,500 raised and the \$150,000 annual goal, and reviewed timelines for anticipated grant responses (including the Charter School Growth Fund application).
- **Governance:** Focused on outreach efforts for the recruitment of new board members, emphasizing the need for finance expertise.

#### 5. Old Business (Chairman)

N/A.

#### 6. New Business (Chairman)

N/A

#### 7. Private Session (Chairman)

The Board moved into a Private Session

9. Adjournment (Chairman)

The meeting was adjourned by the Chairman at 7:14PM