



**Cardinal McCloskey Community Charter School
Board of Trustees Meeting Minutes
March 4, 2026**

I. Opening Items

A. Call to Order

The meeting was called to order at 3:32 PM by Mr. James McCarthy. The Chairman greeted all Directors and guests.

B. Roll Call

Roll call was conducted by Dr. Bill Ursillo. A quorum was established.

	Present	Absent
James McCarthy	X	
Angel Audiffred	X	
Dr. Reva Gershen-Lowy	X	
Dr. William Ursillo	X	
Sr. Patricia Broderick	X	
Carolyn Telesmanich	X (virtual with vote)	
Happy Laskar	X (virtual with no vote)	

Charter School Staff: Dr. Mary Anne DeVivio, Christian Adamkiewicz, Jerry Sgambati, and Lynsey Bailey

Guests: Kamlesh Singh, Svetlana Gnesina, and Nicole Morrissey

C. Approval of the March 2026 Board Meeting Agenda

Directors reviewed the proposed agenda for the March 2026 board meeting. Mr. Angel Audiffred motioned to approve the agenda as presented, with an amendment to add an item regarding the approval of the executive session minutes from February 2026's board meeting. Sr. Patricia seconded. All aye and the motion carried unanimously.

D. Approval of the February 2026 Board Meeting Minutes

Mr. McCarthy presented the minutes from the February 4, 2026, board meeting. Dr. Gershen-Lowy motioned to approve the minutes as submitted, Sr. Patricia seconded, and the motion carried unanimously.

E. Approval of the February 2026 Executive Session Minutes

Mr. McCarthy presented the minutes from the executive session of the February 4, 2026, board meeting. Mr. Audiffred motioned to approve the minutes as submitted, Dr. Gershen-Lowy seconded, and the motion carried unanimously.

II. Principal's Report

Dr. Mary Anne DeVivio presented the Principal's Report. Keynotes included:

- The operations team is working with 5th grade families on an articulation plan.
- CMCCS hosted 21 charter schools for the middle school fair. The team is working with families to complete charter application; NYC public school application is required.
- 137 applications have been submitted for SY2627; 97 applications are for kindergarten students. This is a strong sign for expansion efforts.
- Grades 3-5 are currently taking the second mock tests next week and data will be reviewed at the next Academic Committee meeting.
- New analysis is being conducted on report cards to see if any grade levels are not showing any growth.
- Leadership is working with Jill Shahan to complete the SUNY renewal plan for submission in June. It is not anticipated that CSI will conduct a special visit this year.
- Current ADA is 89% due to snow days.
- There are currently 23/37 teachers who are certified, and 13/21 TAs are certified.
- There are currently 120 ELL students. Over the last three years, 61 have been exited from services. In Spring of 2027, NYSESLAT will transition to WIDA ACCESS testing. The team is prepared having used WIDA standards for the past three years.
- NYC school survey has been distributed and is due April 1. Currently, 29% complete.
- Eleven Teach for America corps members were interviewed at a recent recruitment fair and will attend the summer training program at CMCCS.
- NWEA MAP was administered a second time for Discovery classes and fifth grade science. Data will be reviewed at the next Academic Committee meeting.

III. Committee Reports

A. Academic Committee Report: Dr. Bill Ursillo

Dr. Ursillo, Chair of the Academic Committee, shared that there was no February Academic Committee report due to the winter break.

B. Finance Committee Report: Dr. Reva Gershen-Lowy

Dr. Gershen-Lowy, Chair of the Finance Committee, presented the February 2026 Finance Committee report.

Ms. Gnesina reviewed the financial statements for January 2026. As of January 31, 2026, the school has a \$7.3M cash on hand balance, an excellent cash standing of more than six months. Total COH is \$7.45M including the escrow account. Additional keynotes included:

- Enrollment: currently 451 students; the SpEd population revenues overbudget providing additional revenue.
- Revenues are higher than budgeted amount due to increased student enrollment, food program revenue, interest earnings, and IDEA funds \$20K higher than budgeted.

- Expenses include salary projections overbudget due to salary increases midyear, savings on medical insurance, ASP increases, and offset food service costs.
- Projecting a surplus of approximately \$100K.
- The school has transferred the full amount from the Money Market account to the Metropolitan savings account and thus the Money Market account balance as of January 31, 2026, is \$0. The escrow account has also been moved to Metropolitan Bank.
 - Higher interest amounts will be collected in the Metropolitan account, projecting approximately \$200K in earnings for the year.
- The Webster checking account has been left open for per pupil funding deposits. Those funds will then be transferred to the Metropolitan account.
- Accounts receivable reflects the current year with nothing outstanding.
- Work on the FY27 budget will begin this month.

Mr. Jerry Sgambati provided updates regarding the transition of responsibilities from CSBM to the in-house finance team. The payroll process and the AP process have been transitioned. The FPP draft will be presented at the March finance committee meeting for review. The RFP for an auditor is ready and will be posted soon.

C. Governance Committee Report: Mr. James McCarthy

Mr. McCarthy, Chair of the Governance Committee, presented the February 2026 Governance Committee report. Keynotes included:

- Committee members discussed updates on the Our Lady of Refuge lease and proposed term sheet. The committee members discussed the need and the potential uses for the facility, particularly considering the status of the Aquinas Hall lease extension. The possibility of leasing a limited number of classrooms was mentioned as well as the need to address financial implications.
 - In light of the renewal due this June, any potential expansion plans must be discussed soon. Committee members will consider all potential options and hone in on the best one for the future of the school.
 - The academic committee will discuss the best options for expansion, and then finance committee will analyze the budget based on the proposed costs of necessary building updates and the potential for in-house bussing.
 - More will be discussed at the April board meeting.
- The Aquinas Hall lease extension was reviewed by counsel. CSI has confirmed approval for the Aquinas lease to be amended regardless of building ownership, extending the lease through 2027.
- The committee discussed potential bylaw amendments and Aquinas Hall capital repairs and improvements.

IV. Partner's Report

There was no Partner's Report presented this month.

V. New Business

A. Off-Site Board Retreat

A board retreat is tentatively being planned for March 28, 2026. Possible agenda topics were discussed.

B. April Board Meeting

The next board meeting will be moved to Wednesday, April 15, 2026, due to spring break vacation.

VI. Public Comment

There was no public comment.

VII. Adjournment

Mr. McCarthy motioned to adjourn the meeting, and Mr. Audiffred seconded. The motion carried unanimously, and the meeting was adjourned at 4:25 PM.

Next Meeting: *The next board meeting will be Wednesday, April 15, 2026, at 3:30 PM.*

DRAFT