

**Minutes of a Meeting of the Board of Trustees of the  
Central Queens Academy Charter School  
March 15, 2021 at 6:30 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held via Zoom Video Conference on March 15, 2021 at 6:30 PM, pursuant to notice duly given.

Trustees Année Kim, Maribel Lara, Michael Lee, Tom Ng, David Nitkin, Sonia Park, Rick Ruvkun, Bruce Saber, Sabir Semerkant, Cathy Tse, Joyce Wu, and Michael Zisser were present by video conference. Newly appointed board members, Arunabha Bhoumik and Megha Jain and were also present by video conference. Also present by video conference from the school was Ashish Kapadia, Interim Executive Director; Glenn Liebeck, Director of School; Therese Paskoff, Director of Operations; and Melissa Kinsella, Director of Advancement. No members of the public were present.

Melissa Kinsella recorded the minutes on behalf of the Chairman, Michael Zisser. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Chairman, Michael Zisser, called the meeting to order, Melissa Kinsella went through the roll call and noted the board had quorum.

- I. Education Accountability Committee Report
  - a. Glenn Liebeck provided an educational accountability report. Overall, scholars are on track to meet or exceed one year of GLEq growth. We continue to provide individualized academic and social and emotional support for scholars. The school is preparing for hybrid reintegration with more time in the classroom and pending state tests.
  - b. 2021-2022 school year recruitment is going well and it is expected that there will be more than enough applications to run a successful lottery. This year the school added social media and print advertising to recruitment efforts.
- II. Executive Director’s Report
  - a. Ashish Kapadia provided the executive director’s report including updates on financials, fundraising, external relations, and compliance.
  - b. Finance Committee reports as of the close of January 2021 were presented and discussed with the board. Michelle Dalpiaz continues to draft and prepare the FY 22 budget.
  - c. SUNY-CSI approved the school’s enrollment change for the 2021-2022 school year.
- III. Facility Task Force Report
  - a. Ashish Kapadia and Bruce Saber provided an update on the school’s facility projects, which are going well and are on track.

IV. Public Comment

- a. Michael Zisser noted that there were no members of the public present to make comment.

V. Executive Session

- a. Bruce Saber made a motion to enter into executive session to discuss an employee's employment details. Année Kim seconded the motion. All board members voted in favor and the motioned passed.
- b. Bruce Saber made a motion to exit into executive session. Année Kim seconded the motion. All board members voted in favor and the motioned passed.

VI. Next Meeting and Adjournment

- a. The next board meeting is scheduled to take place on May 3, 2021 by Zoom video conference.
- b. There being no further business to come before the board, Année Kim made a motion to adjourn, Sonia Park seconded the motion. All board members voted in favor and the meeting was adjourned.