

**Minutes of a Meeting of the Board of Trustees of the
Central Queens Academy Charter School
September 12, 2022 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held on September 12, 2022 at 6:00 PM by via Zoom Video Conference, pursuant to notice duly given.

Trustees Suvadip Bose, Megha Jain, Michael Lee, Tom Ng, Rick Ruvkun, Sabir Semerkant, Cathy Tse, and Joyce Wu were present by video conference. Trustees Année Kim, Maribel Lara, Sonia Park, and Bruce Saber were absent. Additionally, Ashish Kapadia, Executive Director; Therese Paskoff, Director of Operations; Michelle Dalpiaz, Chief Financial Officer; and Melissa Kinsella, Director of Advancement were present by video conference.

Melissa Kinsella recorded the minutes on behalf of the Secretary, Megha Jain. 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 and the Open Meetings Law. Chair, Joyce Wu, called the meeting to order and Megha Jain went through the roll call and noted the board had quorum.

- I. August 30, 2022 Meeting Minutes
 - a. Megha Jain presented the August 30, 2022 meeting minutes to the board. Suvadip Bose made a motion to approve the minutes and Sabir Semerkant seconded the motion. All board members present voted in favor and the motion passed.
- II. Executive Committee Report
 - a. Joyce Wu provided a brief Executive Committee report.
- III. Executive Director Report
 - a. Ashish Kapadia provided an update on instruction, enrollment, facilities, operations, human resources, fundraising, external relations, and finance and compliance activities.
 - b. Ashish Kapadia provided a review of the school’s ribbon cutting and 10th anniversary gathering, which happened earlier in the month.
- IV. Public Comment
 - a. No members of the public chose to make comment.
- V. Next Meeting and Adjournment
 - a. The next board meeting is scheduled to take place on Monday, October 17, 2022.
 - b. There being no further business to come before the board, Suvadip Bose made a motion to adjourn, Sabir Semerkant seconded the motion. All board members voted in favor and the meeting was adjourned.