

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
July 18th, 2022**

The 157th regular meeting of the Board of Trustees of The Equity Project Charter School was held on July 18th at The Equity Project Charter School via Zoom due to COVID-19 pursuant to due notice to Trustees via electronic mail sent on 07/15/22. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Brooks Clark, Andrew Buher, Sean Juan, and Laura Tavormina joined via videoconference.

The following Trustee was absent: Jennifer Mulhern

The following additional staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, Aisatou Toure, and Alisa Giaco

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Family feedback
2. Open Meetings Law update
3. Teacher hiring update for 2022-23
4. Theme for 2022-23
 - a. Eyes on the Tigers
5. Leadership spotlight.

Minutes recorded by Laura Tavormina.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
August 8th, 2022**

The **158th** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **August 8th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 07/20/22. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Brooks Clark, Andrew Buher, Sean Juan, Laura Tavormina, and Jen Mulhern joined via videoconference.

The following additional staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, Xzavier Jackson, Alisa Giaco, and Jen Noah Jerome

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Launch of the 2022-23 School Year
2. Goals for 2022-23
 - Preparation for Pre-K
 - Charter Renewal
 - School-wide student attendance
 - Hiring & Retention
 - Performance Proficiency (ELA & Math)
3. Vote on new Board Secretary
4. Leadership & Student Spotlight

Minutes recorded by Laura Tavormina.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
September 12th, 2022**

The **159th** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **September 12th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 09/09/22. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Brooks Clark, Sean Juan, Laura Tavormina, and Jen Mulhern joined via videoconference.

The following additional staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, and Jenoah Jerome

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Approval of School Safety Plan - Emergency Procedures Manual & District-Wide Safety Plan (School Year 2022-23)
2. Charter Renewal Submission
3. NYS ELA & Math Exam Scores
4. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
October 17th, 2022**

The **160th** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **October 17th** at The Equity Project Charter School at the **Middle School Campus** at 153 Sherman Ave, New York, NY 10034 pursuant to due notice to Trustees via electronic mail sent on 10/14/22. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Laura Tavormina joined in person.

Sean Juan and Jen Mulhern joined via videoconference from the following public locations posted in advance on TEP's website:

Starbucks
1101-1109 6th Ave
New York, NY 10036

Starbucks
572 Valley Road
Montclair, NJ 07043

The following additional staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, Anatea Carpenter, and Jenoah Jerome

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. NYS Exam Scores (with comparative data)
2. FY 2022 Finalized Budget vs. Actuals
3. Pre-K Vision for 2023-24
4. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
November 15th, 2022**

The **161st** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **November 14th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 11/11/22. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Laura Tavormina, Jen Mulhern, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, Stella Ma, and Jenoah Jerome.

The following additional guest was present:

Gus Saliba.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Audit Report – presented by Gus Saliba
2. Charter Renewal Prep
3. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
December 12th, 2022**

The **162nd** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **December 12th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 12/09/22. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Laura Tavormina, Jen Mulhern, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, Andres Esguerra, and Jenoah Jerome.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Public Hearing Recap
2. Pre-K Update
3. Retention, Recruitment, and Staffing Strategy Discussion
4. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
January 9th, 2023**

The **163rd** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **January 9th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 1/06/23. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Laura Tavormina, Jen Mulhern, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, Xzavier Jackson, and Jenoa Jerome.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Teacher Bonus Proposal
2. Think Tank: Enhancing TEP Perks
3. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
February 6th, 2023**

The **164th** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **February 6th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 2/03/23. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Laura Tavormina, Jen Mulhern, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, Jen Noah Jerome, Steven Cooney, Arianna Gagnon, Rebecca Holt, Davis Kim, and Rebekah Williams.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. ChatGPT update
2. ESSER funding update
3. Alignment of student experience at TEP
4. Staffing Update
5. Charter Renewal Update
6. AG: Student Discipline Protocols and Student Services
7. Executive Session

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
March 13th, 2023**

The 165th regular meeting of the Board of Trustees of The Equity Project Charter School was held on **March 13th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 3/10/23. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Laura Tavormina, Jen Mulhern, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, and Jenoah Jerome.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Charter Renewal Update
2. Announcement of Teacher Salary for 2023-24 School Year
3. Trimester 3 Launch
4. Q2 Financials
5. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
April 24th, 2023**

The 166th regular meeting of the Board of Trustees of The Equity Project Charter School was held on **April 24th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 4/21/23. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Jen Mulhern, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, and Shelly Gupta.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Celebrate Charter Renewal!
2. TEP in the media
3. NYS Testing
4. Facility/Alumni Giving
5. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
May 30th, 2023**

The **167th** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **May 30th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 5/26/23. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Sean Juan, Jen Mulhern, Laura Tavormina, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, and Shelly Gupta.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Q3 Financials
2. Treasury Management
3. EOY Events
4. Student Spotlight

Minutes recorded by Jen Mulhern.

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
June 12th, 2023**

The **168th** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **June 12th** at The Equity Project Charter School **via Zoom due to COVID-19** pursuant to due notice to Trustees via electronic mail sent on 6/09/23. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Jen Mulhern, Laura Tavormina, Brooks Clark, and Andrew Buher joined via videoconference.

The following staff members were present:

Casey Ash, Aaron Villela, Shelly Gupta, and Jenoa Jerome.

Meeting called to order at 5:30 pm.

Meeting Agenda and Notes:

1. Staffing Update
2. EOY Events
3. NYS Exam Updates
4. Student Spotlight – NY Mets Experience

Minutes recorded by Jen Mulhern.