

**Minutes of the Regular Meeting of  
The Equity Project (TEP) Charter School Board of Trustees  
August 19<sup>th</sup>, 2024**

The **182<sup>nd</sup>** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **August 19<sup>th</sup>** at The Equity Project Charter School's Middle School location at **153 Sherman Avenue, New York, NY 10034** pursuant to due notice to Trustees via electronic mail sent on 6/10/24. Public notice was posted on TEP's website at [www.tepcharter.org](http://www.tepcharter.org).

**The following Trustees were present:**

Jen Mulhern, Brooks Clark, Sean Juan, Andrew Buher, and Anyeli Matos joined via videoconference from the following public locations posted in advance on TEP's website:

1350 Massachusetts Avenue  
Cambridge, MA 02138

235 N Mountain Ave  
Montclair, NJ 07043

24 Harrison St  
New York, NY 10013

600 Park Ave  
New York, NY 10065

**The following staff members were present:**

Casey Ash, Aaron Villela

Meeting called to order at 5:32 pm.

**Meeting Agenda and Notes:**

**1. Facilities Update**

Casey Ash, Principal, opened the meeting by sharing updates regarding TEP's partnership with an external consultant, in which Casey Ash, Head of School, and Aaron Villela, CEO have explored potential opportunities for enhancing TEP's facilities, to best serve students in the short-term and long-term.

A review of current benefits and challenges, as well as potential options were discussed.

Brooks Clark, Andrew Buher, and Anyeli Matos offered their support by making themselves available to partner and provide ongoing recommendations.

**2. MDF/Hiring Update**

Mr. Ash presented a progress update related to the hiring of TEP's new Managing Director of Finance position. Mr. Ash recognized Board member, Laura Tavormina, for her role in the process and acknowledged the potential collaboration of other members of the Board, as needed.

**3. 2024-25 Enrollment Update**

Aaron Villela, CEO, shared that the NYC Office of District Planning released its district data summary for the 2025-26 school year, which highlighted anticipated student enrollment challenges and trends within Community School District 6.

Mr. Villela shared that since the COVID-19 pandemic, student enrollment has been a challenge in various regions of the city and highlighted that while TEP is fortunate to have been fully enrolled in the 2023-24 school year and witnessed strong enrollment numbers since the COVID-19 pandemic, student enrollment continues to be a priority for the school as TEP begins the 2024-25 school year.

Board member, Anyeli Matos, acknowledged the challenge and appreciated the school's efforts and continued focus on student enrollment.

Meeting adjourned at 6:27 pm.

Minutes recorded by Jen Mulhern.