

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
November 18th, 2024**

The 185th regular meeting of the Board of Trustees of The Equity Project Charter School was held on **November 18th** 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 11/15/24. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

Laura Tavormina joined in person.

Brooks Clark, Andrew Buher, Jennifer Mulhern, and Sean Juan joined via video conference from the following public locations posted in advance on TEP's website:

600 Third Avenue
New York, NY 10016

630 Park Avenue
Brielle, NJ 08730

253 N Mountain Avenue
NJ 07043

Starbucks Reserve
250 Vesey Street
New York, NY 10281

The following staff members were present:

Casey Ash, Aaron Villela, Aisatou Toure, and Sophia Senhaji.

Meeting called to order at 5:33 pm.

Meeting Agenda and Notes:

1. FY2024 Audit

Mr. Gus Saliba presented the FY2024 Audit report to the Board of Trustees. Mr. Saliba summarized the report and stated there were no discrepancies found and that it was a clean audit. He highlighted TEP's full enrollment (1080 students) for the year and, more specifically, recognized its substantial enrollment rate for Special Education students.

After a comprehensive overview of the school's audit, Casey Ash proceeded with a motion for a vote to approve the report. All board members voted to approve the FY2024 Audit report.

2. Staffing Update

Aaron Villela provided an update on three important positions. Specifically, he highlighted that the role of Managing Director of Finance has been filled. Mr. Villela expressed appreciation to Laura Tavormina for her continued participation in the interview process for this position.

Additionally, Mr. Villela stated the role of Special Assistant to the CEO and Head of School was filled, and Mr. Ash added they look forward to working with them. Mr. Villela also called attention to the retaining of an elementary school music teacher, highlighting this was a positive reflection of TEP's work environment and retention rate.

3. Student Spotlight

Aisatou Toure, Elementary School Assistant Director, provided insight into an individual TEP student in the 4th grade, highlighting the child's academic and social-emotional growth throughout the school year. Ms. Toure highlighted the partnership between the school and the student's family, and the positive response to continuous outreach and commitment to the student's journey with TEP.

Meeting adjourned at 6:06 pm

Minutes recorded by Jennifer Mulhern