

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
March 17th, 2025**

The 189th regular meeting of the Board of Trustees of The Equity Project Charter School was held on **March 17th, 2025**, 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 3/14/25. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

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

600 Third Avenue New York, NY 10016

Asphalt Green Battery Park
212 North End Ave, New York, NY 10282

1350 Massachusetts Avenue
Richard A. and Susan. F. Smith Campus Center
Cambridge, MA 02138

630 Park Avenue
Brielle, NJ 08730

The following staff members were present:

Casey Ash, Aaron Villela, Majestee Morris, Katie McKenna, Sophia Senhaji

Meeting called to order at 5:32 pm.

Meeting Agenda and Notes:

1. Vice-chair Position

Mr. Casey Ash, TEP's Principal, shared there is an opening for the Vice-chair position on the Board of Trustees. Currently, Mr. Sean Juan is Chair and Treasurer of the Board of Trustees.

Mr. Ash shared that if anyone on the Board is interested in fulfilling the Vice-chair position, they should speak to Mr. Ash or Mr. Juan for more information.

2. Q2 Budget vs. Actuals

Mr. Ash introduced Ms. Majestee Morris, TEP's new Managing Director of Finance, to the Board. Ms. Morris shared that she is excited to be a part of the TEP team and is looking forward to getting to know the Board.

Ms. Morris presented the Q2 Actuals vs Budget summary to the Board. Ms. Morris highlighted that current spending is on track with the allocated budget for the fiscal year 2024-2025. Mr. Ash added that future budgets will depend on the development of future projects for TEP, such as facility updates or additional employees to the TEP team.

Mr. Ash highlighted that a generous donation by the Jewish Communal Fund boosted the alumni scholarship fund for Q2 and is hopeful for more generous donations to TEP alumni in the future.

Ms. Morris opened space for questions or concerns regarding Q2 Actuals vs. Budget.

Mr. Brooks Clarke expressed concern regarding budget cuts by current changes in federal funding.

Mr. Ash reassured the Board that TEP's budget is unaffected by any changes in funding provided by the federal government and the Department of Education. Mr. Sean Juan added on, stating that future funding updates by the federal government are not likely to change TEP's future budget.

After a comprehensive overview of Q2 Actuals vs. Budget summary, Mr. Ash proceeded with a motion for a vote to approve the Q2 Actuals vs. Budget summary. All board members voted to approve the Q2 Actuals vs. Budget.

3. 2020 Alumni Update

Mr. Ash introduced Ms. Katie McKenna, TEP Middle School's Director of Alumni & High School Placement. Ms. McKenna's update to the Board featured the postgraduate journey of 3 TEP alumni, all accepted into diverse college programs in the STEM and humanities fields, thanks to the help and generosity of donors for TEP's alumni scholarship program. Ms. McKenna encouraged board members that were interested in supporting the scholarship program to contact Mr. Ash to learn more.

Meeting adjourned at 5:56 pm

Minutes recorded by Jennifer Mulhern