

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
June 16th, 2025**

The **192nd** regular meeting of the Board of Trustees of The Equity Project Charter School was held on **June 16th** 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 6/13/25. Public notice was posted on TEP's website at www.tepcharter.org.

The following Trustees were present:

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

630 Park Avenue
Brielle, NJ 08730

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

Tru Bru coffee
7626 E Chapman Ave D, Orange, CA 92869

253 N Mountain Avenue
NJ 07043

The following staff members were present:

Casey Ash, Aaron Villela, and Sophia Senhaji

Meeting called to order at 5:35 pm.

Meeting Agenda and Notes:

1. TEPCSA Loan Forgiveness Resolution

Mr. Ash presented the Resolution for Loan Forgiveness with The Equity Project Charter School Assistance (TEPCSA) to the Board for approval. Mr. Ash explained the need for the loan debt forgiveness as part of the restructured loan on 153 Sherman through the Build NYC bonds deal.

All board members voted to approve the TEPCSA Loan Forgiveness Resolution.

2. Alumni Internship Program

Mr. Ash updated the Board on the TEP Alumni internship program. The program consists of 3 positions for 5 TEP graduates (current high school students) on the facilities, security, Early Childhood, and the alumni teams. Future hires for these positions are in place that will help with the transition of students back to TEP in the first week of the new school year. Mr. Ash acknowledged the great work the Director of High School Placement and Alumni, Mrs. Katie McKenna, was doing in organizing and leading the internship program.

Mr. Aaron Villela emphasized that this process is very similar to the interview process used by the Talent Acquisition team – preparing the alumni for future job interviews.

3. SY 2025-26 Budget

Mr. Ash presented the status of the SY 2025-26 Budget to the Board. Mr. Ash highlighted significant changes in the budget for the new school year, such as the 4.3% increase per pupil funding that was approved by the New York State legislature this spring.

Mr. Villela highlighted that TEP will also be renewing the lease for the Early Childhood campus this fall. The team will be working towards maximizing the benefits from the lease assistance program for facilities costs at Early Childhood campus.

4. Enrollment Update

Mr. Villela emphasized to the Board that enrollment is a priority for the school as we monitor trends of charter school enrollment within the district. The kindergarten lottery is challenging, therefore the recruitment team implemented lessons from last year to this enrollment period. Mr. Villela was excited to announce that TEP kindergarten cohort is fully enrolled for the upcoming 2025-26 school year. The focus will now be enrollment for any remaining open seats in 1st- 8th grades.

5. Staffing Update

Mr. Ash provided a brief introduction to the newest Assistant Director of the Middle School, Harris Brown. He has worked at TEP for 12 years and will now be joining the leadership team. New instructional supervisors have been added to the teams well – 3 at the middle school, 3 at the elementary school, and 2 at the early childhood school. These are teachers that also serve as instructional coaches and evaluators.

Meeting adjourned at 5:54pm.

Minutes recorded by Jennifer Mulhern

