

Board of Trustees—Minutes
February 15, 2024

Trustees Present: Tracy Hampton, Jon Sichel, Tasheem Quayenortey, June Smith, Eric London & Evena Everett (video conference)

Absent: Peggy Culver, Basil Smikle & Rodney Capel

Executive Staff Present: Leonard Goldberg, Jessica Marcu, Joanne Hazel, Kaitlin Francis & Sade McCaw

Public Notification: Notice of meeting sent to Amsterdam News for addition to Events Calendar (February 5, 2024) and added to OCS website (February 5, 2024). Attending Members of the Board of Trustees met via Zoom at 5:15pm.

Adoption of January Board of Trustees' Minutes

A vote to approve the minutes from the January 18, 2024 BOT meeting was taken with all in favor and no dissentions.

- **OCS Report to the Board-** Leonard Goldberg, CEO
- Admission Department Update, Kevin Dunn, Director of Student Recruitment and Enrollment and Ayisha Gomez, Assistant Director of Student Recruitment and Enrollment

Department Plans for 2024-2025 Recruitment

- Increase pre-lottery communications and opportunities for families to learn more about and experience OCS.
- Increase outreach to trusted decision-makers at feeder Middle and High Schools.
- Increase the use of current parents as OCS Ambassadors and parent referral program.

Student Enrollment as of 2/9/2024

- 356 total students
 - 64 Middle School students (50% of Middle School students have an IEP)
 - 150 High School students (66% of High School students have an IEP)
 - 214 total students with an IEP (61%)

Applications

- Still receiving 23-24 applications to fill vacant seats.
- We continue to call Grade 7-10th 2024-2025 applicants to transfer now.
- 10 students have been enrolled since November 2023.

Methods of Recruitment Currently in Use

- Open Houses, Tours, and Virtual Meet & Greet
- Social Media
- Canvassing-participating in community events and are looking to engage outreach specialists Underdog for weekend door-knocking in NYCHA buildings
- Community Outreach to Feeder Schools

Retention Efforts

- Zoom meetings with 8th-grade parents to let them know they already have a seat in the HS.
- We have a strong student council to encourage leadership within the school.
- All new students' parents for this school year are being contacted by Ms. Francis and Ms. Hazel to see how the school year is going for them.
- High School Week - March 4th through March 8th
 - Started promo the week during Parent Teacher Conferences held on February 8th.
 - We have planned three events so far to get the 8th-grade class excited about high school,
 - Chat & Chew: HS Panel
 - MS Seniors VS HS Seniors Kickball Game
 - Advisory Takeover
- Finance Committee Update, Evena Everett, Treasurer and Anthony Napolitano, Arabella Advisors
- OCS 20th Anniversary Committee Update, Tasheem Quayenortey, Donna O'Brien and Ayisha Gomez

- Tentative Plans

- February-March

- Commemorative Logo Design
 - Social Media activations/campaign, ex. Trivia, School Facts, etc.. Beginning Thursday, February 15, 2024
 - Timeline Mural-designed with or by students; on-going; graphic will be used beyond the anniversary year

- April-May

- Parent Brunch, #1 [coincides with school lottery] (April)
 - Staff Appreciation: Merchandise gifting and fundraising (Anniversary Shirt Sale)
 - Begin Memento efforts: culling videos from current and past students, parents, staff, BOT and supporters

- June-July

- Parent Brunch, #2 [coincides with graduation; featuring Alumni parents] (June)
 - Finalize Memento efforts
 - Time Capsule

- August-September

- Anniversary Gala (late August-mid. September)

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- Suggestions: BBQ at School with staff, students & families, new students & families
 - October-December
 - Social Media activation: theme-a look back at all anniversary activities
 - Holiday party for staff, BOT, parents (December)
- HBCU/D9 Project Productions Documentary Screening for grades 8-12 at OCS, February 26th 9am-10:30 am
 - On September 25, 2021 a historic gathering took place in the Mecca of Black Excellence and Creativity...Harlem. 160 HBCU Alumni representing 85 HBCU, many of them D9 organization members gathered to take an epic photograph. The photograph and award-winning documentary created during a worldwide pandemic is emblematic of the struggle for equality by Blacks in America.
 - The production will feature a Panel Discussion. Through the screening, students will gain greater understanding of community, culture and education.
 - Only five select Harlem High Schools have been chosen for the screening.

Executive Session

The Board moved to Executive Session to discuss Legal and Personnel Issues.

Communication from the Public

There were no communications from the public.

Adjournment

The meeting was adjourned at 5:50pm.