



Board Meeting Minutes

November 9th, 2015 – 5:00PM

The Board of Trustees of the NYC Autism Charter School (NYCACs) met on Monday, November 9th, 2015 at the NYC Autism Charter School 433 East 100th Street New York, NY 10029

Attending Trustees:

Carol Santiago
Ashley Garrett
Alvin Shih
Hannah Hoch
Mitch Baum
Hugh O'Rourke
Rick Larios
Chas Chigas

Absent Trustees:

Paul O'Neill
Ilene Lainer
Benjamin Hartman

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Moir Cray, Director of Transition and Community Outreach
Susan Michaelson, Special Education Compliance Specialist
Christina Secharan, Executive Administrative Assistant (temp)

1. Call to order

Action: Ms. Santiago, President, called the general meeting to order at 5:09pm.

2. Board Business

- a. The minutes of October 19th, 2015 meeting were reviewed at 5:09pm. **Action: Ms. Garrett requested a motion to approve minutes. Mr. O'Rourke seconded the motion in which the Board voted and minutes were unanimously approved.**

3. Committee Updates

a. Operations

- i. At 5:10pm Ms. Fisher updates Board of Trustees on Root Cause Consultation and completion of "Phase 1", which involves interviewing key staff members.
- ii. Ms. Santiago requests that the board receive a more detailed outline with quantified data of "Phase 1".
- iii. At 5:18pm Ms. Fisher requests the approval from the Board for Root Cause to proceed to "Phase 2" in December.
- iv. The Board agrees at 5:22pm that Root Cause can move on to "Phase 2".

b. Email Breach Update

- i. At 5:23pm Mr. Saretsky begins discussion of security and email breach. Mr. Saretsky will have a phone meeting with OPTIV, a cyber security solution company, and Network Outsource on November 10th, Tuesday to enable OPTIV to develop a scope of work and proposal.

c. Digital Security protocols/ enhancement update

- i. At 5:30pm Mr. Shih discusses that he has begun researching digital security options and asked if he can join Mr. Saretsky on the phone meeting with the security team.

4. Governance

a. Junior Board Update

- i. At 5:37pm Ms. Fisher informs the Board that the Junior Board will meet on November 17th to discuss goals and initiatives.
- ii. The Board discusses the opportunity to meet and greet the Junior Board at the upcoming Holiday Recital.

5. Expansion Task Force

a. Progress to date

- i. Ms. Cray informs Board at 5:43pm that the task force has put together a survey and started dispensing in the Bronx area.
- ii. Ms. Fisher reported that she reached out to a variety of key DOE and community members from districts 7 and 9. Several visits to the school have been scheduled.

b. Next Steps

- i. At 5:48pm Ms. Fisher informs the Board that she and Ms. Michaelson are working on the full application for the new charter school, in addition to finalizing the letter of intent.
- ii. Ms. Fisher discusses what the Expansion Force's objectives and goals are for the new charter school.

6. Fundraising

a. Giving Tuesday Effort

- i. At 5:56pm Ms. Fisher informs the Board about the upcoming #GivingTuesday effort, managed by the head of the Parent Association, Michelle Newhouse.

b. Piano Recital Program Book

- i. Ms. Santiago addresses the Board about supporting the Holiday Recital by sponsoring the back cover of the Holiday Recital's program book.

7. Additional Items and Public Comments

8. Closing Items

- a. **Action: Mr. Larios motions to adjourn the meeting and Ms. Garrett seconds the motion. Ms. Santiago moved to vote, in which meeting adjournment is unanimously approved at 6:07pm.**