



Bronx Board Meeting Minutes

October 24th, 2016 – 5:45PM

The Board of Trustees of the NYC Autism Charter School (NYCACS) met on Monday, October 24th, 2016 at the NYC Autism Charter School 433 East 100th Street New York, NY10029

Attending Trustees:

Carol Santiago
Hugh O'Rourke
Alvin Shih
Ashley Garrett
Ilene Lainer
Rick Larios
Chas Chigas
Mitchel Baum

Absent Trustees

Hannah Hoch
Paul O'Neill
Benjamin Hartman

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Jennifer Connelly, Head of School – Bronx (Conferenced In)
Moir Cray, Director of Transition and Community Outreach
Susan Michaelson, Special Education Compliance Specialist
Christina Secharan, Executive Administrative Assistant

1. Call to order

Action: Ms. Santiago called the NYCACS Bronx general meeting to order at 6:22pm.

2. Board Business

a. Minutes from 9-19-16

- At 6:23pm the minutes of Sept. 19th, 2016 meeting were reviewed. **Action:** Mr. Baum requested a motion to approve the minutes. Mr. Larios seconded the motion in which the Board voted, and the minutes were unanimously approved.

3. General

a. Location Update

- i. At 6:24pm Ms. Fisher provided an update on the possible Bronx school location. The next step is for the Deputy Chancellor to conduct a walk through next week with the other co-located schools within the building. Assuming all goes smoothly, NYCACS will conduct a separate walkthrough within the next two weeks. Finally, a public hearing will be held to determine if NYCACS is placed at

that location.

b. Technology System Planning

- i. At 6:42pm Ms. Fisher discussed the possibility of a part time position that would set up, plan and roll out a technology system for both Bronx and East Harlem schools.
- ii. Mr. Shih and Mr. Hartman will recommend some candidates that would be appropriate for the position within the next two weeks.

c. Operations

• **HR Outsourcing Options**

- i. At 6:47pm Mr. Saretsky informed the Board that the Operations Committee met and discussed HR administration challenges in an expansion environment. As a possible outsourcing option two PEOs (Professional Employment Organization) will present to the Operations Committee before a decision is made.

d. Finance

• **Finance Update**

- i. At 6:49pm Mr. Saretsky updated the Board on the financials of the Bronx School. A general ledger has been set up, bank accounts have been opened and insurance has been obtained. Lastly, today the contract for the CSP Grant was received.

• **Grant Oversight**

- i. At 6:51pm Ms. Fisher added to the grant discussion that there are two other grants (at this point) that will require oversight. Ms. Fisher will be meeting with a Junior Board member who may be available to consult in this capacity.

4. Additional Items and Public Comment

5. Closing Items

- a. **Action:** Mr. Chigas motioned to adjourn the meeting at 6:54pm. Mr. Baum seconded the motion, in which the Board voted and it was unanimously approved.