



East Harlem Board Meeting Minutes

February 13th, 2017 – 5:00PM

The Board of Trustees of the NYC Autism Charter School (NYCACs) met on Monday, February 13th, 2017 at the NYC Autism Charter School 433 East 100th Street New York, NY 10029

Attending Trustees:

Carol Santiago
Ashley Garrett
Hugh O'Rourke
Hannah Hoch
Benjamin Hartman (Video Conferenced In)
Alvin Shih
Mitchel Baum (Video Conferenced In)
Chas Chigas
Paul O'Neill
Rick Larios
Ilene Lainer
Christine Sandler

Absent Trustees:

None

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Jessica Seeman, Head of School – East Harlem
Jennifer Connelly, Head of School – Bronx (Video Conferenced In)
Christina Secharan, Executive Administrative Assistant
Susan Michaelson, Special Education Compliance Specialist
Jasalyn Ortiz, Office Manager – Bronx
Jaime Fernand, Attorney

1. Call to order

Action: Ms. Santiago called the NYCACS East Harlem general meeting to order at 5:03pm.

2. Board Business

- a** At 5:04pm the minutes of January 9th, 2017 meeting were reviewed. **Action:** Mr. Larios motioned to approve the minutes and Ms. Garrett seconded the motion. The Board voted and the minutes were approved, with the exception of one abstention from Mr. O'Neill.
- b** At 5:05pm Ms. Santiago asked that the minutes reflect that all current Board Members were in attendance.

3. Education Program Updates

- a Mid Year Review of Accountability Goals**

- At 5:06pm Ms. Fisher presented to the Board current standings on Accountability Goals 1 through 13. NYCACS East Harlem is either on track or in the process of collecting data toward meeting required goals. Several objectives have already been met.

4. Committee/Subcommittee Updates

a. Finance

- **YTD December Financials**

- At 5:21pm Mr. Saretsky updated the Board on the East Harlem financials. YTD, NYCACS East Harlem has a surplus, only some of which is permanent savings. Mr. Saretsky noted that he expected health insurance costs to be higher than plan due to higher utilization.

b. Operations

- **PEO (Professional Employment Organization) Recommendations**

- At 5:24pm Mr. Saretsky informed the Board that the Operations Committee has recommended a PEO vendor, Little Bird, to oversee health benefits and handle select HR responsibilities. This will alleviate some duties from the current Business Manager. **Action:** Ms. Garrett motioned to shift to a PEO model under Little Bird, with a start date of July 1st contingent upon Little Bird obtaining ESAC certification by March 31. Mr. O'Rourke seconded the motion, in which the Board voted and it was unanimously approved.

c. Technology

- At 5:36pm Mr. Saretsky updated the Board on research around technology support vendors that would be better suited to provide strategic technology planning as well as enhanced support across two schools. The recommendation from the technology task force, MindShift, will run \$12K per year above current technology support costs.
- At 5:41pm Mr. Saretsky requested from the Board \$20K as capital expenditure money for unbudgeted facility upgrades. **Action:** Ms. Lainer motioned to approve the \$20K capital expenditure to use for facility upgrades. Mr. Shih seconded the motion, in which the Board voted and it was unanimously approved.

d. Governance

- **Trustee Candidate**

- At 5:45pm Mr. O'Neill addressed the Board about the trustee candidate, Pier LeGendre. **Action:** Mr. O'Neill motioned to offer the trustee candidate, Pier LeGendre, a seat on the Board of the NYCACS East Harlem School. Ms. Garrett seconded the motion, in which the Board voted and it was unanimously approved.

5. General Items

a. Update on Merger Process

- At 5:48pm Ms. Fernand addressed the Board on the merger process and indicated that everything is moving along as planned.

6. Closing Items

- ##### a. Action:
- Ms. Hoch motioned to adjourn the meeting at 5:49pm. Ms. Lainer seconded the motion, in which the Board voted and the NYCACS East Harlem meeting was adjourned.