



Board Meeting Minutes

June 18th, 2018 - 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, June 18th, 2018 at NYCACS Bronx, 977 Fox Street, Bronx, NY 10459.

Attending Trustees:

Alysia Steinmann (Video Conferenced)
Ashley Garrett
Ben Hartman (Video Conferenced)
Carol Santiago
Christine Sandler
Hannah Hoch (Video Conferenced)
Hugh O'Rourke (Video Conferenced)
Ilene Lainer
Mitch Baum (Video Conferenced)
Rick Larios (Video Conferenced)

Absent Trustees:

Alberto Garcia
Alvin Shih
Paul O'Neill
Naeema Livingston

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Khalid Daniels, Director of Operations
Susan Michaelson, Special Education Compliance Officer
Christina Secharan, Executive Administrative Assistant

1. Call to order

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

2. Board Business

a Minutes from Board Meeting 05-14-18

- At 5:10pm the minutes of May 14th, 2018 Board meeting were reviewed. **Action:** Ms. Garrett motioned to approve the May 14th, 2018 meeting minutes. Mr. O'Rourke seconded the motion in which the Board voted, and the minutes were unanimously approved.

3. Finance Committee

a Update on Reserves

- At 5:11pm Mr. Saretsky provided an update on NYCACS reserves. Due to painting and expansion costs at the East Harlem school, and construction at the new Bronx

school, reserves will be reduced by about \$400,000.

b. Proposed FY 19 East Harlem Operating Budget

- At 5:14pm Mr. Saretsky discussed the East Harlem school budget, which the Finance committee reviewed at an earlier meeting. By reducing non-essential expenses, such as painting next year and staff conferences, the deficits will be lower than previously anticipated. Personnel expenses have increased due to hiring new staff for the expansion from 33 students to 40 students in the next school year. There will be a small deficit for the FY19 Operating budget. Fundraising is projected to be lower than expected compared to previous years. Overall, Mr. Saretsky and Ms. Fisher have cut about \$70,000 from the budget to obtain the lowest deficit that NYCACS has had in the last three years. **Action:** Ms. Sandler motioned to approve the proposed FY 19 East Harlem Operating Budget. Ms. Lainer seconded the motion in which the Board voted, and it was unanimously approved.

c. Proposed FY19 Bronx Operating Budget

- At 5:25pm Mr. Saretsky discussed the Bronx school budget. The Operating budget will incur a large deficit which will be funded by grants. The Bronx school is moving to a new space and expanding from 12 to 20 students. **Action:** Ms. Sandler motioned to approve the proposed FY 19 Bronx Operating Budget. Ms. Lainer seconded the motion in which the Board voted, and it was unanimously approved.

4. School Updates – East Harlem

a. Temporary Re-location

- At 5:35pm Mr. Daniels updated the Board on the temporary re-location of the East Harlem school to Dream Charter High School. The move date is June 26th with the DOE providing boxes and movers.

5. School Updates – Bronx

a. X198 Build Out/ Plan to Move from X116

- At 5:39pm Mr. Daniels discussed the plan for the Bronx school move and build out of the new school site. The DOE will supply movers and boxes. NYCACS will be working with a group of volunteers to assist with the move, which will take place on August 16th, 2018.

6. Additional Updates

a. Governance Committee

• Trustee Terms

- i. The following Trustees, Mr. O’Neill, Mr. Shih, Ms. Garrett, Ms. Hoch and Mr. Larios, all have terms that are up for renewal.
 - **Action:** At 5:44pm Ms. Lainer motioned to renew Mr. O’Neill’s trustee term. Ms. Sandler seconded the motion in which the Board voted, and it was unanimously approved.
 - **Action:** Ms. Sandler motioned to renew Mr. Shih’s trustee term. Ms. Garrett seconded the motion in which the Board voted, and it was unanimously approved.
 - **Action:** Ms. Lainer motioned to renew Ms. Garrett’s trustee term.

Ms. Hoch seconded the motion in which the Board voted, and it was unanimously approved.

- **Action:** Ms. Lainer motioned to renew Ms. Hoch's trustee term. Ms. Sandler seconded the motion in which the Board voted, and it was unanimously approved.
- **Action:** Ms. Sandler motioned to renew Mr. Larios's trustee term. Ms. Garrett seconded the motion in which the Board voted, and it was unanimously approved.
- **Action:** Ms. Lainer motioned to renew Ms. Santiago's trustee term. Ms. Garrett seconded the motion in which the Board voted, and it was unanimously approved.

ii. Mr. O'Rourke announced that he will be stepping down from his role as Finance Committee Chair and Treasurer, but will remain on the Board as a Trustee. Any Trustee currently serving on the Finance Committee who might be interested in the position should contact Ms. Santiago by the next Board meeting.

- **Board Self Evaluation and ED Surveys**

i. At 5:54pm Ms. Santiago informed the Board that surveys have been circulated. Ms. Santiago asked that any feedback on the Board and Ms. Fishers evaluation should be sent to her by the end of this week.

- **Alternate Path to Certification**

i. At 5:58pm Ms. Fisher updated the Board on the SUNY interview that occurred on June 6th.

- **Per Pupil Adjustment Effort**

i. At 6:03pm Ms. Fisher invited Trustees to join the next tele-conference call with the lobbyist group working to adjust our per pupil reimbursement rate.

- **Fundraiser**

i. At 6:12pm Ms. Garrett informed the Board that her birthday fundraising effort has raised \$20,000 thus far.

7. Closing Items

- **Action:** Ms. Sandler motioned to adjourn the NYCACS Board Meeting. Ms. Lainer seconded the motion in which the Board voted, and the meeting was adjourned at 6:18pm.