

NYCAUTISM

CHARTER SCHOOLS

Board Meeting Minutes

September 24th 2018 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, September 24th, 2018 at NYC Autism Charter School East Harlem, 433 E. 100th Street, New York, NY 10029.

Attending Trustees:

Alberto Garcia
Alvin Shih
Christine Sandler (Video Conferenced)
Ashley Garrett
Carol Santiago
Ilene Lainer
Mitch Baum (Video Conferenced)
Naeema Livingston
Paul O'Neill

Absent Trustees:

Alysia Steinmann
Ben Hartman
Hannah Hoch
Hugh O'Rourke
Rick Larios

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)
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 5:03pm.

2. School Program Updates

a. SUNY CSI First Year Evaluation - NYCACS Bronx

- At 5:04pm Ms. Fisher reviewed a report provided by SUNY CSI. The report was constructed after a site visit evaluating NYCACS Bronx's first operating year. The Board reviewed the main points of the report and discussed possible adjustments to next year's accountability metrics.

b. External Program Evaluation Results

- At 5:07pm Ms. Fisher discussed the report from this past year's external evaluator, Robin Lake from the Center for Reinventing Public Education, after her visit in the Spring. The feedback was very positive with some suggestions around academic readiness and enrichment opportunities.

c. Bronx Construction/ Expansion

- At 5:14pm Ms. Connelly provided an update on the increased number of students and staff. The Bronx site has maintained 100% staff retention.

d. East Harlem Expansion

- At 5:18pm Ms. Seeman presented photos of the new students and the completed renovation space. There is now an Upper School and Lower School division, creating a distinct setting for students 13 years and older. She also shared that one of the school's older students has transitioned to a less restrictive setting and a graduation will be held in honor of this accomplishment.

3. Additional Updates

a. Finance Update

- **Update on status of audit and transit tax**
 - i. At 5:28pm Mr. Saretsky informed the Board that the audit will be completed by Oct. 10th to be reviewed by the Finance committee and then fully presented at the October Board meeting. Also, the auditors informed Mr. Saretsky that non-profits are now being charged tax on transit benefits for employees.

4. Board Business

a. Minutes from Board Meeting 08-06-18

- At 5:34pm the minutes of August 6th, 2018 Board meeting were reviewed. **Action:** Ms. Garrett motioned to approve the August 6th, 2018 meeting minutes. Mr. Shih seconded the motion in which the Board voted, and the minutes were approved by majority vote. Mr. O'Neill abstained from the vote as he was not present at the August 06th 2018 meeting.

3. Additional Updates

b. NY State LBA Requirement Update

- At 5:36pm Ms. Fisher informed the Board that the plan that will allow staff to obtain the required supervision hours for licensure (discussed

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and developed at prior Board meetings) will move forward with four students in the Bronx after obtaining parent consent.

c. Per Pupil adjustment Effort

- At 5:38pm Ms. Fisher provided an update on the per pupil adjustment efforts. Ms. Fisher has invited Trustees to join the next planning meeting to discuss further.

d. Staff Preference in Lottery

- At 5:53pm Ms. Fisher opened the discussion on the possibility of adding a preference for staff with children in the lottery admittance process. The Board agreed to move the topic to the next Board meeting to allow time to research and discuss.

e. Upcoming Junior Board Event

- At 6:13pm Ms. Fisher invited the Board to a fundraising event hosted by the Junior Board on October 2nd, 2018.

f. Future Planning

• Opportunities for Upper School

- i. At 6:15pm Ms. Fisher informed the Board about DREAM Charter School's growth plan which includes building development for their high school, and in which there may be a possibility for the NYCACS Upper School to be housed. This could provide additional and important opportunities for NYCACS teens and young adults. The Board was supportive of Ms. Fisher pursuing this possibility. She will provide an update once there is more information on the projected rollout.

5. Executive Session

a. Executive Director Performance Review

- At 6:28pm Mr. O'Neill motioned to move the meeting into an Executive Session to discuss Ms. Fisher's Performance Review. Mr. Shih seconded the motion in which the Board voted, and it was unanimously approved.
- Ms. Garrett motioned to move the meeting out of Executive Session. Mr. Garcia seconded the motion in which the Board voted and the meeting was moved out of Executive Session.
- Ms. Lainer motioned to increase Ms. Fisher's salary by 5% and provide the max bonus indicated in her contract. Ms. Garrett seconded the motion in which the Board voted, and it was unanimously approved.

6. Closing Items

- **Action:** Ms. Lainer motioned to adjourn the NYCACS Board meeting. Mr. Baum seconded the motion in which the Board voted and meeting

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was adjourned.