

# NYCAUTISM

## CHARTER SCHOOLS

### Board Meeting Minutes

#### December 10<sup>th</sup> 2018 - 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, December 10<sup>th</sup>, 2018 at NYC Autism Charter School East Harlem, 433 E. 100<sup>th</sup> Street, New York, NY 10029.

#### Attending Trustees:

Alberto Garcia  
Alvin Shih (Video Conferenced)  
Christine Sandler (Video Conferenced)  
Hannah Hoch  
Hugh O'Rourke  
Ilene Lainer  
Naeema Livingston (Tele Conferenced)  
Paul O'Neill (Video Conferenced)

#### Absent Trustees:

Alysia Steinmann  
Ashley Garrett  
Ben Hartman  
Carol Santiago  
Mitch Baum  
Rick Larios (leave of absence)

#### Attendees at the Invitation of the Board:

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

#### **1. Call to order**

**Action:** Mr. O'Neill called the NYCACS general meeting to order at 5:06pm.

#### **2. Board Business**

##### **a. Minutes from Board Meeting 11-19-18**

- At 5:07pm the minutes of November 19<sup>th</sup>, 2018 Board meeting were reviewed. Ms. Lainer requested that a statement be added to the Per Pupil Adjustment Effort section. **Action:** Ms. Lainer motioned to approve the November 19<sup>th</sup>, 2018 meeting minutes with the addition of the statement "the Board discussed increasing its fundraising efforts in order to address fiscal sustainability issues. Additional

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resources are being sought and a report back will be made to the Board.” Mr. Shih seconded the motion in which the Board voted, and the minutes were unanimously approved.

### 3. General Updates

#### a. Voting Items from Last Meeting

- **Director of Finance**

- i. At 5:11pm Ms. Fisher provided the updated job description for the Director of Finance position, which has been reviewed and approved by the Finance Committee. The interview process was discussed and it was determined that Finance Committee members will lay out a process at their next meeting.

#### b. Per Pupil Adjustment Efforts – Continuation with Lobbyist

- At 5:18pm Ms. Fisher provided an update on efforts to adjust the schools per pupil funding which has been frozen for the last six years.

#### c. Fundraising

- **Giving Tuesday/ End of Year Appeal**

- i. At 5:27pm Mr. Saretsky informed the Board of the outcome of Giving Tuesday efforts, which brought in a little under \$35,000. The Annual Appeal campaign has just begun.

- **Plan for Sub Committee**

- i. At 5:30pm Ms. Fisher informed the Board that two of the fundraising subcommittee members are mapping out a fundraising strategy which will be discussed at the next committee meeting in January.

#### d. Piano Recital

- At 5:31pm Ms. Fisher reminded the Board about the upcoming Piano Recital on December 14<sup>th</sup>.

#### e. Plan for Board Retreat

- At 5:32pm Ms. Fisher informed the Board that the Board Retreat will be moved to February to allow for more planning time.

#### f. Consultation Opportunities

- At 5:34pm Ms. Fisher informed the Board that there has been an increase in consulting requests from other schools. Ms. Fisher will add this topic to the February Board Retreat agenda.

#### g. Compliance Specialist

- At 5:42pm Ms. Fisher announced that Ms. Michaelson, Compliance Specialist, will be moving out of state but will continue to work on Charter Renewal remotely. Erin Solomon will take over compliance tasks starting in Mid-January.



#### **4. Closing Items**

- **Action:** Ms. Hoch motioned to adjourn the NYCACS Board meeting. Ms. Lainer seconded the motion in which the Board voted and the meeting was adjourned at 5:42pm.