

NYCAUTISM

CHARTER SCHOOLS

Board Meeting Minutes

June 17th 2019 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, June 17th, 2019 at NYC Autism Charter School East Harlem 433 E. 100th Street, New York, NY 10029

Attending Trustees:

Alysia Steinmann
Alberto Garcia
Alvin Shih (Video Conferenced)
Ashley Garrett
Ben Hartman
Christine Sandler (Video Conferenced)
Carol Santiago
Elaine Florio
Hannah Hoch (Tele Conferenced)
Hugh O'Rourke
Ilene Lainer (Video Conferenced)
Mitchel Baum (Video Conferenced)
Paul O'Niell

Absent Trustees:

Naeema Livingston
Rick Larios

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Tiffany Jones, Director of Finance
Christina Secharan, Operations Manager

1. Call to order

Action: Ms. Garrett called the NYCACS general meeting to order at 5:04pm.

2. Board Business

a. Minutes from Board Meeting 05-13-19

- At 5:05pm the minutes of May 13th, 2019 Board meeting were reviewed. **Action:** Mr. O'Rourke motioned to approve the May 13th, 2019 meeting minutes. Mr. Baum and Mr. Hartman abstained from the vote as they were not in attendance. Mr. Garcia seconded the motion in which the Board voted, and the minutes were approved with majority vote.

3. Committee and Subcommittee Update

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a. Finance Committee

- **YTD (April) Financials**

- i. At 5:06pm Ms. Jones provided an update on the April YTD financials. NYCACS is doing better than forecasted due to Title grants received and interest. There are permanent savings but upcoming enrichment programs, consultant support (lobbyist, compliance support and technology support) will spend much of this down throughout the remainder of the school year.

- **Bonus Allocation**

- i. At 5:10pm Ms. Fisher informed the Board that NYCACS is approaching annual reviews for staff. Ms. Fisher will discuss alternative options on how they allocate bonuses to retain current staff for the next school year. The Board agreed to re-visit this discussion at the next Board meeting.

b. Governance Committee

- **Renew terms for M. Baum and A. Garcia**

- i. The terms for Mr. Garcia and Mr. Baum are up at the end of the month.
 - **Action:** At 5:32pm Ms. Garrett motioned to renew Mr. Garcia's trustee term as parent member for one additional year. Mr. Hartman seconded the motion in which the Board voted, and it was unanimously approved.
 - **Action:** Mr. Hartman motioned to renew Mr. Baum's trustee term for an additional three years. Mr. Garrett seconded the motion in which the Board voted, and it was unanimously approved.

- **Distribution 2019-2020 Board Calendar for Review**

- i. Ms. Fisher presented meeting dates for the 2019-2020 calendar year. Trustees have until the end of the week to reach out to Ms. Fisher if adjustments are needed.

4. Development Committee

a. Development Associate Recruitment Efforts

- At 5:34pm Ms. Fisher provided an update on the recruitment efforts for a Development Associate position.

b. Additional Members

- Ms. Garrett invited any interested Trustees to join the Development Committee.

5. School Updates

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a. Head of School Recruitment

- At 5:48pm Ms. Fisher informed the Board that recruitment for a new Head of School Bronx has begun and asked the Board assist with the interviewing process once they have potential candidates.

b. Classroom Hiring

- At 5:54pm Ms. Fisher updated the Board on how many Instructor positions have been filled and how many are still open between both schools.

c. East Harlem Summer Move

- At 5:55pm Ms. Fisher informed the Board about the summer relocation plans for the East Harlem school.

d. Per Pupil Funding Efforts and Future Plans

- At 6:01pm Ms. Fisher informed the Board that there is not an update on the efforts to increase per pupil funding. Funding for the school remains frozen as it has been for the last seven years.

e. Recent Fundraising Efforts

- At 6:12pm Ms. Fisher discussed the most recent fundraising events - the Soul Cycle Junior Board fundraiser and the Bike to the Beach event.

6. Executive Session

Action: At 6:13pm Ms. Garrett motioned to move the meeting into an Executive Session to discuss the Executive Director's Performance Review Plan. Mr. Hartman seconded the motion in which the Board voted and the meeting entered Executive Session.

Action: Ms. Garrett motioned to move the meeting out of Executive Session. Mr. Hartman seconded the motion in which the Board voted and the meeting was moved out of Executive Session.

7. Closing Items

- **Action:** Ms. Florio motioned to adjourn the NYCACS Board meeting. Mr. O'Rourke seconded the motion in which the Board voted, and the meeting was adjourned.