

NYCAUTISM

CHARTER SCHOOLS

Board Meeting Minutes

October 28th, 2019 - 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, October 28th, 2019 at NYC Autism Charter School East Harlem 433 E. 100th Street, New York, NY 10029

Attending Trustees:

Alysia Steinmann (Video Conferenced)
Ashley Garrett
Alvin Shih (Video Conferenced)
Carol Santiago
Elaine Florio
Hannah Hoch (Video Conferenced)
Ilene Lainer (Video Conferenced)
Naeema Livingston (Tele-Conferenced)
Paul O'Neill (Video Conferenced)

Absent Trustees:

Alberto Garcia
Ben Hartman
Christine Sandler
Mitchel Baum

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffany Jones, Director of Finance
Christina Secharan, Operations Manager
Shelley Grams, Developmental Associate

1. Call to order

Action: Ms. Santiago called the NYCACS general meeting to order at 5:10pm.

2. School Updates

a. Program Reports (Next Month)

- At 5:11pm Ms. Fisher informed the Board that the Head of Schools and the Director of Transition and Community Outreach will provide an update on student progress at the November 18th, 2019 Board meeting.

b. Bronx Head of School Transition

- At 5:13pm Ms. Fisher explained the transition and training plan for the

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new Bronx Head of School who officially starts on November 18th.

c. Per Pupil Funding Efforts

- At 5:14pm Ms. Fisher informed the Board that the Department of Education (DOE) has not provided an update after receiving the additional data requested. The Board will continue to discuss next steps.

d. Immunization regulations

- At 5:50pm Ms. Fisher provided an update on student immunization requirements given the recent removal of religious exemptions. The school is seeking additional guidance on compliance including advice from counsel.

e. East Harlem Renewal

- At 6:03pm Ms. Fisher announced that the East Harlem school renewal application was officially approved for a full five year term.

f. Innovation Share – February Staff Retreat

- At 6:04pm Ms. Fisher informed the Board that staff members will be presenting innovative practices at the February staff in-service. She asked that some Trustees serve as judges for this event.

3. Board Business

a. Minutes from Board Meeting 9-23-19

- At 6:05pm the minutes of the September 23rd, 2019 Board meeting were reviewed. **Action:** Ms. Florio motioned to approve the September 23rd, 2019 minutes. Ms. Garrett and Mr. O'Neill abstained as they were not in attendance of the September 23rd Board meeting. Mr. Shih seconded the motion in which the Board voted, and it was approved with a majority vote.

4. Committee and Subcommittee Update

a. Development Committee

• 1:1 Trustee Meetings/ Giving Tuesday Effort

- i. At 6:06pm Ms. Fisher and Ms. Grams informed the Board about the upcoming Giving Tuesday efforts and individual reach outs for Trustee participation in fundraising more broadly.

b. Finance Committee

• FY2019 Audited Financials

- i. At 6:08pm Ms. Jones addressed the Board on the findings of the recent financial audit. NYCACS had no deficiencies and the auditors made two recommendations for the next fiscal year regarding our vendor list and functional expenses. The final financial statements

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indicated a strong balance sheet. Key indicators included a positive debt/ equity ratio (0.09) and a working capital ratio of 8.9. The favorable fringe benefit ratio (26%) and Functional expenses were indicated as strong - 81% for program, 18% for management and 1% for fundraising. The audit came back clean with no control deficiencies. Ms. Jones informed the board that she will email the draft 990s for review. The 990s are due to SUNY by November 15, 2019.

- **FY2020 YTD**

- i. At 6:16pm Ms. Jones provided an update on the fiscal year 2020 year to date as of July 2019. NYCACS is doing better than budgeted for revenue, personnel expenses and other than personnel expenses. These savings are time related and are not expected to hold through year-end.

5. Closing Items

- a. **Adjourn Meeting**

- **Action:** Ms. Garrett motioned to adjourn the NYCACS Board meeting. Ms. Florio seconded the motion in which the Board voted, and the meeting was adjourned at 6:21pm.