

# NYCAUTISM

## CHARTER SCHOOLS

### Board Meeting Minutes

May 4<sup>th</sup>, 2020 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, May 4<sup>th</sup>, 2020  
Via Video Conference

#### Attending Trustees:

Alysia Steinmann  
Ashley Garrett  
Alvin Shih  
Ben Hartman  
Carol Santiago  
Christine Sandler  
Elaine Florio  
Hannah Hoch  
Ilene Lainer  
Mark Saretsky  
Mitchel Baum

#### Absent Trustees:

Paul O’Neill  
Naeema Livingston

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

Julie Fisher, Executive Director  
Tiffney Jones, Director of Finance  
Moiria Cray, Director of Transition and Community Outreach  
Jessica Seeman, Head of School East Harlem  
Jennifer Jaye, Head of School Bronx  
Rebecca Wells, Director of Adolescent Programming  
Christina Secharan, Operations Manager  
Leigh Cooper, Senior Clinical Supervisor  
Justine Caputi, Clinical Supervisor  
Adina Goss, Clinical Supervisor

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

**Action:** Ms. Santiago called the NYCACS general meeting to order at 5:03pm.

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

##### **a. Minutes from Board Meeting April 6<sup>th</sup>, 2020**

- At 5:04pm the minutes of the April 6<sup>th</sup>, 2020 Board meeting were reviewed.  
**Action:** Mr. Saretsky motioned to approve the April 6<sup>th</sup>, 2020 minutes. Ms. Garrett seconded the motion in which the Board voted, and the minutes were unanimously approved.

# NYCAUTISM

## CHARTER SCHOOLS

### 3. COVID19-Related Items

#### a. Remote Instruction Update

- **NYCACS Bronx**

- i. At 5:05pm Ms. Fisher introduced the leadership team from both the East Harlem and the Bronx schools. Ms. Jaye, provided an update on the different types of remote learning currently taking place at the Bronx school. NYCACS has so far deployed I-Pads to 15 students and has replicated and shipped school supplies to families. Ms. Goss and Ms. Cooper provided examples of remote group instruction and family involvement.

- **NYCACS East Harlem**

- i. At 5:29pm Ms. Seeman, informed the Board that all NYCACS East Harlem students have some form of remote learning in place including live instruction, parent training and/or independent work. Ms. Wells and Ms. Caputi, provided updates on the Upper School (students 13 and older) and Lower School (students 12 and under). Efforts to replace community-based and enrichment instruction is now taking place at home (e.g., workout videos) utilizing in-home items.

- **Outreach and Family Assessments**

- i. At 6:05pm Ms. Cray provided an overview of outreach before COVID-19 and the steps now taken during COVID-19. Ms. Cray has reached out to each family member to assess needs and concerns outside of student instruction and is helping to connect families to resources.

#### b. Remote Learning Platform

- At 6:25pm at Ms. Fisher informed the Board that NYCACS would like to continue to utilize two video conferencing platforms for remote instruction for students and families, Blue Jeans and Zoom. **Action:** Ms. Lainer motioned to approve the use of both Blue Jeans and Zoom video conference platforms for remote instruction. Ms. Florio seconded the motion in which the Board voted and, it was unanimously approved.

#### c. Lottery Updates

- At 6:26pm Ms. Fisher informed the Board that the Committee on Special Education and SUNY CSI have both approved the removal of the CSE in the student application review process for the 2020-2021 school lottery. This is as a result of the challenges gathering and distributing applications for review due to COVID-19 and the NY State Pause.

#### d. Families First Coronavirus Response Act (FFCRA) Utilization Update

- At 6:27pm Ms. Fisher provided an update on the utilization of FFCRA.

### 4. Funding Updates and Lobbying Efforts

#### a. Budget Concerns and Status Moving Forward

- At 6:33pm Ms. Fisher informed the Board that there are no updates on per

# NYCAUTISM

## CHARTER SCHOOLS

pupil funding. She continues to reach out to decision-makers in an effort to gain clarity.

### 5. Committee Updates

#### a. Finance

- **FY2020 YTD Financials (March)**

- i. At 6:34pm Ms. Jones provided an update to the Board on the YTD March financials. NYCACS is doing better than budgeted due to in-school events being canceled, grants received, personnel savings, and fundraising efforts. Ms. Jones informed the Board that in order to remain in compliance with SUNY CSI requirements, NYCACS will have to transfer \$25,000 from NYCACS investment account to the Bronx school escrow account as an emergency fund. **Action:** Ms. Lainer approved the \$25,000 transfer to the Bronx school escrow account. Mr. Saretsky seconded the motion in which the Board voted, and it was unanimously approved.

#### b. Governance

- **Board By-Laws Addendum**

- i. At 6:41pm Ms. Fisher discussed the benefit of enhancing the Board Bylaws with language that will allow for more flexibility during emergencies such as the current pandemic. Ms. Sandler stepped away from video view while the vote occurred. **Action:** Mr. Hartman motioned to approve the Board By-Laws Addendum language. Ms. Garrett seconded the motion in which the Board voted, and it was approved by majority vote. Ms. Fisher also suggested that a sub-committee be formed to review the by-laws in totality in the coming months.

#### c. Fundraising/ Community Building

- **Staff**

- i. At 6:44pm Ms. Fisher informed the Board that the Director of Development will be taking a leave until school re-opens in the Fall.

- **Giving Tuesday Now Campaign**

- i. Ms. Fisher announced that there will be another Giving Tuesday Effort tomorrow (#GivingTuesdayNow). An email blast will be sent out with further information.

### 6. Closing Items

#### a. Adjourn Meeting

- At 6:50pm Ms. Hoch motioned to adjourn the NYCACS May Board meeting. Mr. Saretsky seconded the motion in which the Board voted, and the meeting was adjourned.