



Board Meeting Minutes

February 8th, 2016 – 5:00PM

The Board of Trustees of the NYC Autism Charter School (NYCACS) met on Monday, January 11th, 2016 at the NYC Autism Charter School 433 East 100th Street New York, NY 10029

Attending Trustees:

Carol Santiago
Ashley Garrett
Hannah Hoch
Hugh O'Rourke
Paul O'Neill
Ilene Lainer
Benjamin Hartman
Rick Larios

Absent Trustees:

Alvin Shih
Mitchel Baum
Chas Chigas

Attendees at the Invitation of the Board:

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

1. Call to order

Action: Ms. Santiago called the general meeting to order at 5:05pm.

2. Board Business

- a. At 5:11pm the minutes of January, 11th 2016 meeting were reviewed. **Action:** Ms. Garrett requested a motion to approve the minutes. Ms. Lainer seconded the motion in which the Board voted, and minutes were unanimously approved.

3. Updates

a. Executive Administrative Assistant

- At 5:06pm Ms. Fisher welcomes Ms. Secharan as the permanent Executive Administrative Assistant.

b. NYCACS Bronx Charter Application

- At 5:06pm Ms. Fisher informed the Board that the application for the new charter school has been received by the SUNY Charter Schools Institute. The next steps are interviews that will occur in early March with staff and Trustees. Additionally, the

Department of Education will have a public meeting at Brilla College Prep Charter School as an opportunity for the community to weigh in.

c. Young Adult Program Annex Space

- At 5:12pm Ms. Fisher announces that the NYC DOE has identified potential space for the proposed Young Adult Program (8 students) that would be available in the Fall 2016. Once the location of the Annex is confirmed and deemed appropriate, Ms. Fisher will advise the Board of Trustees.

d. Student teaching Protocol

- At 5:14pm Ms. Fisher presents the updated Personnel Manual section titled, "Special Education Student Teaching Protocol" to Board of Trustees. **Action:** Ms. Lainer motions to approve the update and Mr. Larios seconds the motion. The Board votes and the addition to the personnel manual is unanimously approved.

e. Junior Board

- At 5:16pm Ms. Pearson provides an update on the Junior Board's role at NYCACS. They plan to expand on fundraising during Autism Awareness month (April).

f. Meeting with NYC DOE Executive Director of Special Education

- At 5:22pm Mr. O'Neill informed the Board that Christina Foti, CEO of Special Education of the DOE, visited NYCACS and had a follow-up meeting with Ms. Fisher. Her visit and the subsequent meeting were discussed.

g. Changes to NYSAA

- At 6:15pm Ms. Pearson reports on the new NYSAA format and system, and how these changes might impact students assessed this coming year.

h. Student Transition and Outreach

- Student Departures
 - i. At 6:17pm Ms. Cray informs the Board of Trustees that two students are departing from NYCACS.
- Manhattan Center for Science and Mathematics (MCSM) Peer Mentoring
 - i. At 6:19pm Ms. Cray discusses a new peer-mentoring program, in which some of our high school aged students are paired with students from MCSM. As part of this program, students will alternate locations.

i. Technology

- Server Upgrade
 - i. At 6:22pm Ms. Fisher informs the Board that the operating system is outdated and a new server will have to be purchased. Further technology projects will be reviewed at the next board meeting.

4. Committee Update

a. Operations

- Root Cause Consultation
 - i. At 6:24pm Ms. Fisher announces that due to inclement weather the third working meeting was canceled, therefore an update will be provided at the next board meeting.
- External Program Evaluation
 - i. Ms. Fisher has not identified an external program evaluator yet and asks the

Board for suggestions.

b. Governance

- Potential Trustee Candidate
 - i. At 6:26pm Ms. Fisher mentions having a trustee candidate, with a background in finance. She will present his profile at the next Board meeting.
- Self- Evaluation
 - i. At 6:28pm Ms. Fisher asks the Board to think about adjusting how it conducts self-evaluations. Mr. O’Niell had some suggestions, such as Board on Track, but will do further research by the next board meeting.

5. Additional Items and Public Comment

6. Closing Items

- a** Action: Ms. Santiago adjourns meeting at 6:30pm.