



Bronx Board Meeting Minutes

April 3rd, 2017 - 5:45PM

The Board of Trustees of the NYC Autism Charter School (NYCACs) met on Monday, April 3rd, 2017 at the NYC Autism Charter School 433 East 100th Street New York, NY10029

Attending Trustees:

Carol Santiago
Ashley Garrett
Hugh O'Rourke
Hannah Hoch
Alvin Shih
Rick Larios
Christine Sandler
Chas Chigas
Ilene Lainer
Mitchel Baum (Video Conferenced In)
Benjamin Hartman (Video Conferenced In)

Absent Trustees:

Paul O'Neill

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Jessica Seeman, Head of School – East Harlem
Jennifer Connelly, Head of School – Bronx (Video Conferenced In)
Maira Cray, Director of Transition and Community Outreach
Christina Secharan, Executive Administrative Assistant
Pier LeGendre, Trustee Pending Authorization Approval

1. Call to order

Action: Ms. Santiago called the NYCACS Bronx general meeting to order at 6:17pm.

2. Board Business

a Minutes from 03-06-2017

- At 6:18pm the minutes of March 6th, 2017 Bronx Board meeting were reviewed.
Action: Ms. Garrett requested a motion to approve the minutes. Mr. Larios seconded the motion in which the Board voted, and the minutes were unanimously approved.

3. General Updates

a Facility/Space Planning

- At 6:20pm Mr. Saretsky presented a blue print of the space dedicated for the Bronx school. Mr. Saretsky will conduct a walk through next week with the vendors that will be handling renovations and technology infrastructure.

b. THREAD Pilot

- At 6:25pm Ms. Connelly discussed THREAD - a new system for digitized data collection. Some staff members are already piloting the program, but Ms. Connelly will pilot the program herself in the coming week. Ms. Hoch has experience with data collection programs and will schedule a time to visit the school in order to observe and offer thoughts. If the decision is made to move forward with this as a data collection tool, it will be rolled out in the Bronx school at the start of the school year.

4. Finance Committee

a. Initial Statement Procedures Report

- At 6:32pm Mr. Saretsky informed the Board that the school received a clean report from our auditors for the SUNY CSI requested review.

b. FY2017 YTD Financials (Feb.)

- At 6:33pm Mr. Saretsky updated the Board on the financials for the Bronx school. \$170,000 has been spent YTD on salary and equipment. The documents required as part of the Charter School Growth Fund grant have been completed.

5. General

a. Location Update

• PEP (Panel of Education Policy) Vote

- At 6:04pm Ms. Fisher informed that Panel for Education Policy voted and approved the co-location of NYCACS Bronx at X116.

• Next Steps

- At 6:05pm Ms. Fisher informed the Board that she reached out to the space planner in the Bronx to discuss facilities and will have a better idea of timeline by next board meeting.

b. Education Update

- At 6:06pm Ms. Connelly updated the Board that there are 13 staff positions for the Bronx location and 9 out of the 13 are being filled by East Harlem staff. NYCACS is widening the candidate pool for the 4 remaining positions by connecting with colleges and universities in the Bronx and posting on their internal job boards.

c. Ribbon Cutting

- At 6:16pm Ms. Santiago asked the Board for ideas on how to commemorate the opening of NYCACS Bronx. Ms. Fisher and the Board agreed to hold an event sometime after the September 2017 open date – likely in October.

6. Closing Items

- Action:** Ms. Santiago adjourned the NYCACS Bronx Board meeting at 6:23pm.