



Board Meeting Minutes

March 19th, 2018 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, March 19th, 2018 at NYCACS Bronx, 977 Fox Street, Bronx, NY 10459.

Attending Trustees:

Alberto Garcia
Alvin Shih
Ashley Garrett
Ben Hartman
Christine Sandler (Tele-conferenced)
Hannah Hoch
Hugh O'Rourke
Mitch Baum (Video Conferenced)
Naeema Livingston (Tele-conferenced)
Rick Larios (Video Conferenced)

Absent Trustees:

Alysia Steinmann
Carol Santiago
Ilene Lainer
Paul O'Neill
Pier LeGendre

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Mark Saretsky, Chief Financial Officer
Khalid Daniels, Director of Operations
Jessica Seeman, Head of School East Harlem
Jennifer Connelly, Head of School Bronx
Susan Michaelson, Special Education Compliance Specialist
Christina Secharan, Executive Administrative Assistant

1. Call to order

Action: Ms. Garrett called the NYCACS general meeting to order at 5:07pm.

2. School Updates - Bronx

a. Result of public Hearing

- At 5:08pm Ms. Fisher provided an update to the Board about the public hearing for the Bronx school's re-siting that occurred on March, 12th 2018. All co-located schools were present and the hearing was an overall success with no public comment. The space originally allocated might change. Ms. Fisher is following up with the DOE Office of Space Planning.

3. Additional Updates

a. DOE/ Per Pupil Allocation Working Group

- **Decision Making around Lobbying Firms**

- i. At 5:14pm Ms. Fisher discussed the lobbying groups that are being considered to assist with pursuing an increase in the school's per pupil funding. The working group spoke to both candidates and Ms. Fisher is now obtaining references for each and will disseminate the information once available. **Action:** Mr. Baum motioned to set aside \$50,000 for lobbying efforts, once a firm is decided upon. Mr. Larios seconded the motion in which the Board voted, and it was unanimously approved.

4. Board Business

a. Minutes from the Board Meeting 02-12-18

- At 5:25pm the minutes of February 12, 2018 Board meeting were reviewed. **Action:** Mr. O'Rourke motioned to approve the minutes and Ms. Hoch seconded the motion in which the Board voted, and the minutes were unanimously approved.

5. Finance Committee

a. Projections and Financial Concerns

- At 5:27pm Mr. O'Rourke addressed the Board and reviewed plans to improve the schools financials in future years. Attempting to secure an increase in per pupil funding and focus on fundraising are the priorities as agreed to at the Board Retreat. Potential reductions in expenditures will be discussed further with Ms. Fisher as needed..
- At 5:30 pm Mr. Saretsky provided an update on the YTD financials. The East Harlem school is slightly over the projected budget, a deficit of \$74,000, due to an unbudgeted scanning project and office updates. The Bronx school will have a projected deficit of \$640,000, which will be covered by grants. Both schools are on track as of January.

6. School Updates

a. Game Plan for renovations

- **Bid Review from Operations Committee**

- i. At 5:34pm Ms. Fisher discussed the Bronx new site location and renovations. The Operations Committee reviewed three bids and agreed upon a \$250,000 budget for Bronx renovations. **Action:** Mr. Hartman motioned to approve \$250,000 for renovations for the new Bronx school location. Ms. Garrett seconded the motion in which the Board voted, and it was unanimously approved.

- **AC Decision**

- i. At 5:44pm Ms. Fisher provided an overview on AC and furniture upgrades for East Harlem and the cost for both. **Action:** Mr. Hartman motioned to reallocate the previously approved funds from AC to furniture. Mr. Baum seconded the motion in which the Board voted, and it was unanimously approved.

- **Painting Bid Review from Operations Committee**

- i. At 5:58pm Ms. Fisher provided an update on the areas that will be involved in the painting project for the East Harlem school. A new quote was presented to

the Operations Committee that involves painting all hallways, touch-ups and removing all bulletin boards, at a cost of approximately \$36,000. **Action:** Mr. Hartman motioned to allocate \$36,000 for the East Harlem painting project. Mr. O'Rourke seconded the motion in which the Board voted, and it was unanimously approved.

7. Additional Items

a. Skinny Bar Night Fundraiser – April 27th 2018

b. Baseball Extravaganza – May 11th 2018 (rain date May 18th 2018)

8. Closing Items

- **Action:** Mr. Hartman motioned to adjourn the NYCACS Board Meeting. Ms. Garrett seconded the motion in which the Board voted, and the meeting was adjourned at 6:22pm.