

# NYCAUTISM

## CHARTER SCHOOLS

### Board Meeting Minutes

April 19<sup>th</sup>, 2021 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, April 19<sup>th</sup>, 2021  
Via Video Conference

#### Attending Trustees:

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

#### Absent Trustees:

Elaine Florio  
Naeema Livingston  
Paul O'Neill

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

Julie Fisher, Executive Director  
Tiffney Jones, Director of Finance  
Christina Secharan, Operations Manager

#### **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 03-15-2021**

- At 5:04pm the minutes of the March 15<sup>th</sup>, 2021 Board meeting were reviewed.  
**Action:** Mr. Hartman motioned to approve the March 15<sup>th</sup>, 2021 minutes. Mr. Saretsky seconded the motion in which the Board voted, and the minutes were unanimously approved.

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### 3. Committee Updates

#### a. Operations Committee

- **Renewal Timeline and Process (Support & Bronx Age Range)**
  - i. At 5:05pm Ms. Fisher provided an overview of the upcoming charter renewal process for the Bronx school. A consultant has been brought on to assist with the process. Ms. Fisher discussed the desire to extend the Bronx age range for the next charter period before deciding upon high school options for both schools.
- **PEO and Future Consideration**
  - i. At 5:11pm Ms. Jones and Mr. Saretsky provided an update on the PEO process.
- **Parent Manual**
  - i. At 5:15pm Ms. Fisher asked the Board if there were any questions, comments or concerns with the Parent Manual that was sent to all trustees for review. **Action:** Ms. Garrett motioned to approve the Parent Manual as written. Mr. Hartman seconded the motion in which the Board voted and it was unanimously approved.

#### b. Finance Committee

- **FY2021 YTD (January) Financials and FY2021 Year End Forecast**
  - i. At 5:17pm Ms. Jones provided an update on the YTD financials. Due to the PPP loan, the increase in funding, title grants and savings in personnel, both schools are doing better than budgeted. Both schools are spending over budget in certain areas such as PPE supplies, staff COVID testing, and the staff travel stipend.
- **State Budget and Implications**
  - i. At 5:22pm Ms. Fisher reviewed some of the changes to charter school funding from both state and federal sources.

#### c. Governance Committee

- **May Retreat**
  - i. At 5:30pm Ms. Fisher provided an update that May's Board Retreat will consist of presentations from the leadership team and review of the FY2022 budget.

### 4. COVID19-Related Items

#### a. Staff and Student Update

- **COVID Rates and Vaccination Status**
  - i. At 5:33pm Ms. Fisher informed the Board that there have been no new occurrences of COVID-19 cases for NYCACS staff or students. Across both sites 74% of staff have been vaccinated.

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### **b. Updates to CDC and NYC DOH/DOE Guidelines**

- i. At 5:44pm Ms. Fisher provided an update on the new CDC guidelines and how they affects staff, students and classroom set up.

## **5. Miscellaneous**

### **a. Data Privacy (Ed.2.D) Compliance Consultant & Data Management**

- At 5:49pm Ms. Fisher informed the Board that she is looking for consultation around different platforms of data management, cloud-based server systems and systems to ensure data privacy.

### **b. Migration to PCs**

- At 5:50pm Ms. Fisher informed the Board that after consulting with NYCACS's outsourced technology management team (MSP), it seems as though a transition from a Mac to a PC environment might be beneficial and cost effective. Mr. Shih and Mr. Hartman will join Ms. Fisher in the next MSP meeting to discuss.

### **c. Waiver on CSE Lottery Application Review**

- At 5:54pm Ms. Fisher updated the Board that due to COVID, the CSE (Committee on Special Education) has waived the second review process of student admissions applications for the 2021-2022 enrollment year.

## **6. Executive Session**

- i.**Action:** At 5:59pm Ms. Sandler motioned to move the meeting into executive session to discuss a sensitive staffing issue. Ms. Garrett seconded the motion in which the Board voted and movement into executive session was unanimously approved.
- **Action:** Ms. Hoch motioned to move the meeting out of executive session. Ms. Sandler seconded the motion in which the Board voted and movement out of executive session was unanimously approved.

## **7. Closing Items**

### **a. Adjourn Meeting**

- **Action:** Ms. Sandler motioned to adjourn the April 19<sup>th</sup>, 2021 Board meeting. Mr. Baum seconded the motion in which the Board voted and meeting adjournment was unanimously approved.