

NYCAUTISM

CHARTER SCHOOLS

Board Meeting Minutes

June 14th, 2021 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, June 14th, 2021,
Via Video Conference

Attending Trustees:

Alysia Steinmann
Ashley Garrett
Alvin Shih
Ben Hartman
Carol Santiago
Christine Sandler
Elaine Florio
Hannah Hoch
Ilene Lainer
Naeema Livingston

Absent Trustees:

Mark Saretsky
Mitchel Baum
Paul O'Neill

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance
Moir Cray, Director of Transition and Community Outreach
Christina Secharan, Operations Manager

1. Call to order

Action: Ms. Garrett called the NYCACS general meeting to order at 5:06pm.

2. Committee Updates

a. Finance Committee

- **FY2021 YTD (April) Financials**
 - i. At 5:07pm Ms. Jones provided an update on the YTD financials. Overall, both schools are doing better than budgeted and forecasted due to the increase of the per pupil, city council grants, Title grants and savings on personnel expenses.
- **Reserve Funds**
 - i. At 5:11pm Ms. Jones informed the Board that the reserve funds will cover operating costs for both schools for up to 6 months.

NYCAUTISM

CHARTER SCHOOLS

- **Justworks PEO Proposal**

- i. At 5:13pm Ms. Jones refreshed the Board on the need to transition to a new PEO and after vetting several options with the Finance Committee, recommended shifting to Justworks. Ms. Jones highlighted the major differences between the current and proposed PEOs. **Action:** Mr. Hartman motioned to approve the recommended PEO. Ms. Garrett seconded the motion in which the Board voted, and it was unanimously approved.

3. Board Business

- a. **Minutes from Board Meeting 05-24-2021**

- At 5:23pm the minutes of the May 24th, 2021 Board meeting were reviewed. **Action:** Ms. Florio motioned to approve the May 24th, 2021 minutes. Ms. Garrett seconded the motion in which the Board voted, and the minutes were unanimously approved.

4. School and COVID-19 Updates

- a. **Transition and Outreach**

- At 5:24pm Ms. Cray, the Director of Transition and Community Outreach, provided an overview of the students that have transitioned out of both schools, how NYCACS has adapted a virtual Open House process and the future of trainings and consultations.

- b. **Fall Planning and Classroom Configuration**

- At 5:44pm Ms. Fisher reviewed fall planning, classroom set up and instructional staff assignments.

- c. **Staff and Student Vaccination**

- At 5:51pm Ms. Fisher informed the Board that many of the over 16-year-old students and most (close to 90%) of the staff have been vaccinated.

- d. **Future Facilities Plans**

- At 5:54pm Ms. Fisher proposed some upgrades to the East Harlem school facilities. Ms. Fisher will circulate all the bids with the Board, which has already been reviewed by the Finance Committee.

- e. **Renewal**

- At 5:58pm Ms. Fisher reviewed some of the renewal process and timeline. She is in contact with SUNY CSI about ensuring that both schools charter renewals are aligned.

5. Miscellaneous - Executive Session

- a. **Executive Director Evaluation Planning**

- **Action:** At 5:59pm Mr. Hartman motioned to move the meeting into Executive Session to discuss the Executive Director's yearly evaluation. Mr. Garrett seconded the motion in which the Board voted unanimously and the meeting was moved to Executive session.

NYCAUTISM

CHARTER SCHOOLS

- **Action:** Ms. Garrett motioned to move the meeting out of executive session. Mr. Hartman seconded the motion in which the Board voted unanimously, and the meeting was moved out of executive session.

6. Closing Items

a. Adjourn Meeting

- Ms. Sandler motion to adjourn the June 14th, 2021 Board meeting. Ms. Florio seconded the motion in which the Board voted unanimously to adjourn the meeting.