



Board Meeting Minutes

March 14th, 2022 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, March 14th, 2022
Via Video Conference

Attending Trustees:

Alysia Steinmann
Alvin Shih
Ashley Garrett
Ben Hartman
Christine Sandler
Elaine Florio
Hannah Hoch
Ilene Lainer
Mark Saretsky
Mitchel Baum
Paul O'Neill

Absent Trustees:

Carol Santiago
Naeema Livingston

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance

1. Call to order

Action: Ms. Garrett called the NYCACS general meeting to order at 5:03pm.

2. Board Business

a. Minutes from Board Meeting 02-07-2022

- At 5:04pm the minutes from the February 7th, 2022 Board meeting were reviewed. **Action:** Mr. Hartman motioned to approve the February 7th, 2022 minutes. Ms. Sandler seconded the motion (Ms. Garrett and Mr. Baum abstained as they were not in attendance at the February meeting), in which the Board voted, and the minutes were approved by majority vote.

3. Finance Update

a. Review of YTD December 2021 Financials

- At 5:05pm Ms. Jones provided an update on the year-to-date financials. Both schools are doing better than budgeted due to various factors including grants, donations, and savings on personnel expenses.

b. FY22 Year End Forecast

- At 5:08pm Ms. Jones provided a summary of the FY22 year-end forecast.

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Operating expenses decreased due to savings on office supplies, less expenses spent on COVID related items, as well as savings in expected charter renewal costs.

c. Proposed Bank Transfers

- At 5:16pm Ms. Jones informed the Board that NYCACS would like to move some savings to investment accounts. Ms. Jones will do further research on bank options to present the Board at the next meeting.

4. Renewal Update

a. Site Visit Comments

- At 5:25pm Ms. Fisher provided an quick review of the renewal site visit.

b. SUNY Formal Recommendation

- At 5:26pm Ms. Fisher announced that the SUNY CSI team has recommended a full five-year renewal for both schools. Both Bronx and East Harlem schools will be on the same renewal timelines moving forward.

c. SUNY CSI Trustee Vote - March 17th

- At 5:28pm Ms. Fisher informed the Board of the date for the official SUNY CSI Trustee renewal vote. Ms. Fisher and Ms. Santiago will both be in attendance to represent the organization.

5. School Updates

a. Graduation and Upcoming Lottery

- Ms. Fisher updated the Board on student graduations (both those students moving to less restrictive environments as well as those aging out) which will take place at the end of the school year.

b. Staffing Considerations

- At 5:29pm Ms. Fisher informed the Board that NYCACS will up-staff in preparation for staff departures and onboarding of new students over the summer and next school year.

c. COVID Rates

- At 5:36pm Ms. Fisher provided an update of COVID rates for staff and students.

d. Vaccination (Booster) Requirement Roll Out

- At 5:37pm Ms. Fisher informed the Board that all staff members eligible for booster vaccines have received them.

e. Masking Policy

- At 5:38pm Ms. Fisher updated the Board on NYCACS' masking policy. NYCACS will maintain its making mandate for at least the next month after surveying both staff and families.

f. Testing Plan

- Staff and students will continue to receive COVID testing on a weekly basis until the end of the school year.

g. Budget Implications

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- At 5:44pm the Board discussed budgeting for COVID related items moving forward to allow for continued testing and access to PPE supplies as needed.

6. Closing Items

a. Adjourn Meeting

- At 5:52pm Mr. Shih motioned to adjourn the March 14th, 2022 Board meeting. Mr. Hartman seconded the motion in which the Board voted and adjourning the meeting was unanimously approved.