

# NYCAUTISM

## CHARTER SCHOOLS

### Board Meeting Minutes

October 18<sup>th</sup>, 2021 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, October 18<sup>th</sup>, 2021, Via Video Conference

#### Attending Trustees:

Alysia Steinmann  
Alvin Shih  
Ben Hartman  
Carol Santiago  
Christine Sandler  
Elaine Florio  
Hannah Hoch  
Ilene Lainer  
Mark Saretsky  
Mitchel Baum  
Naeema Livingston  
Paul O'Neill

#### Absent Trustees:

Ashley Garrett

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

Tiffney Jones, Director of Finance  
Jessica Seeman, Head of School East Harlem  
Jennifer Jaye, Head of School Bronx  
Rebecca Wells, Director of Adolescent Programming  
Christina Secharan, Operations Manager

#### **1. Call to order**

**Action:** Ms. Santiago called the NYCACS general meeting to order at 5:05pm.

#### **2. Board Business**

##### **a. Minutes from Board Meeting 09-20-2021**

- At 5:06pm the minutes from the September 20<sup>th</sup>, 2021 Board meeting were reviewed. **Action:** Mr. Hartman motioned to approve the September 20<sup>th</sup>, 2021 minutes. Ms. Santiago, Ms. Livingston, Ms. Sandler, Ms. Florio and Ms. Hoch abstained from the vote as they were not in attendance of the September Board meeting. Mr. Saretsky seconded the motion in which the Board voted, and the minutes were approved by majority vote.

### 3. Committee Updates

#### a. Finance Committee

- **Auditors Review of FY21 Draft Audited Financial Package and 990s**
  - At 5:08pm Ms. Jones provided an overview of the draft FY21 audited financials that the Finance Committee had previously reviewed in their entirety. The auditors had two recommendations, tracking of depreciated technology and concentration of credit risks. The auditors also informed Ms. Jones that Mr. Saretsky cannot vote on the audit and financial policies till July 2023, due to conflict of interest related to his previously held position as CFO. **Action:** Mr. Hartman motioned to approve the 990s. Ms. Sandler seconded the motion in which the Board voted, Mr. Saretsky abstained, and it was approved by majority vote. **Action:** Ms. Sandler motioned to approve the draft financials for fiscal year 2021. Mr. Baum seconded in which the Board voted, Mr. Saretsky abstained, and it was approved by majority vote.
- **Review of YTD August 2021 Financials**
  - At 5:17pm Ms. Jones reviewed the YTD financials for August. Both the Bronx and East Harlem schools are doing better than budgeted mostly due to personnel savings.

### 4. Organization Updates

#### a. East Harlem

- At 5:21pm Ms. Seeman provided an overview of the beginning of the 2021-2022 school year at NYCACS East Harlem. Ms. Wells discussed what community-based instruction for the Upper School students will look like for the rest of the school year. Ms. Seeman announced her departure from her role as Head of School East Harlem, with Ms. Wells taking over as Interim Head of School.

#### b. Bronx

- At 5:43pm Ms. Jaye provided an overview of the beginning of the 2021-2022 school year at NYCACS Bronx. Ms. Jaye also updated the Board on staffing and programming.

#### c. Transition Planning, Outreach, Wellness

- At 6:06pm Ms. Cray presented to the Board on student transitions, community outreach, and wellness outreach to parents to date as well as the plan for the remainder of the school year.

### 5. Executive Session

#### a. Executive Director Performance Evaluation

- **Action:** At 6:28pm Ms. Florio motioned to move the meeting into Executive Session to review the Executive Director's performance evaluation. Mr. Shih seconded the motion in which the Board voted and moving the meeting to Executive Session was unanimously approved.

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- **Action:** Ms. Lainer motioned to approve Ms. Fisher's salary increase and bonus. Mr. Saretsky seconded the motion in which the Board voted, and it was unanimously approved.
- **Action:** Ms. Sandler motioned to move the meeting out of Executive session. Ms. Hoch seconded the motion in which the Board voted and moving the meeting out of Executive Session was unanimously approved.

### 6. Closing Items

#### a. Adjourn Meeting

- At 7:20pm Mr. Baum motioned to adjourn the October 18<sup>th</sup>, 2021 Board meeting. Mr. Saretsky seconded the motion in which the Board voted and adjourning the meeting was unanimously approved.