# Board Meeting Minutes

# August 9th, 2021 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, August 9th, 2021, Via Video Conference

**Attending Trustees:**

Alysia Steinmann

Ashley Garrett

Alvin Shih

Christine Sandler

Elaine Florio

Ilene Lainer

Mark Saretsky

Mitchel Baum

Naeema Livingston

**Absent Trustees:**

Ben Hartman

Carol Santiago

Hannah Hoch

Paul O’Neill

**Attendees at the Invitation of the Board:**

Julie Fisher, Executive Director

Tiffney Jones, Director of Finance

Christina Secharan, Operations Manager

# Call to order

**Action:** Ms. Garrett called the NYCACS general meeting to order at 5:02pm.

1. **School and COVID-19 Updates**
   1. **COVID-19 Cases**
      * At 5:03pm Ms. Fisher provided an update on COVID-19 cases across both schools. NYCACS has maintained their COVID-19 protocols put in place at the beginning of last school year. Additionally, Ms. Fisher reported that the DOE will begin to provide funding to charter schools for COVID-19 testing for students this Fall.
   2. **Remote Instruction for the Fall**
      * At 5:11pm Ms. Fisher informed the Board that NYCACS will continue to support remote learning for students that have medical issues. This is only a very small number of students.
   3. **Upcoming Facilities Project**
      * At 5:13pm Ms. Fisher updated the Board on the start and end date for the approved East Harlem school construction project.
2. **Renewal Items**
   1. **Review Change of Document**
      * At 5:14pm Ms. Fisher provided an update on the charter renewal process and any significant changes, such as the adjustment of the Bronx school’s student age range.
3. **Committee Updates**
   1. **Operations Committee**
      * **Military Leave Days**
        + 1. At 5:16pm Ms. Fisher informed the Board that NYCACS has had its first occurrence of a staff member requesting Military Leave. Ms. Fisher will seek best practice guidance from counsel as to whether the current Military Leave policy should be enhanced in any way.
4. **Board Business**
   1. **Minutes from Board Meeting 07-12-2021**
      * At 5:22pm the minutes from the July 12th, 2021 Board meeting were reviewed. **Action:** Ms. Sandler motioned to approve the July 12th, 2021 minutes. Ms. Lainer seconded the motion in which the Board voted and the minutes were unanimously approved.
5. **Committee Updates Continued**
   1. **Operations Committee**
      * **Personnel Manual**
        + 1. At 5:24 the Board reviewed the Personnel Manual. **Action:** Mr. Baum motioned to approve the presented Personnel Manual. Ms. Lainer abstained from the vote due to not having had the opportunity to review the entire Personnel Manual. Ms. Sandler seconded the motion in which the Board voted and the Personnel Manual was approved by majority vote.
   2. **Governance**
      * **Trustee Term Renewals (Hannah Hoch, Paul O’Neill, Carol Santiago, Alvin Shih)**
        + 1. **Action:** Ms. Lainer motioned to renew Mr. Paul O’Neill’s trustee term for another 3 years. Mr. Saretsky seconded the motion in which the Board voted and his term renewal was unanimously approved.
          2. **Action:** Ms. Lainer motioned to renew Ms. Hannah Hoch’s trustee term for another 3 years. Ms. Sandler seconded the motion in which the Board voted and her term renewal was unanimously approved.
          3. **Action:** Ms. Florio motioned to renew Ms. Carol Santiago trustee term for another 3 years. Mr. Saretsky seconded the motion in which the Board voted and her term renewal was unanimously approved.
          4. **Action:** Mr. Baum motioned to renew Mr. Alvin Shih trustee term for another 3 years. Mr. Saretsky seconded the motion in which the Board voted and his term renewal was unanimously approved.
6. **Renewal Items Continued**
   1. **Review APPR Not Met/ Not Reportable Document**
      * At 5:30pm Ms. Fisher presented the APPR (Accountability Plan Progress Report). Ms. Fisher outlined the goals that NYCACS did not meet due to the impact of the COVID-19 pandemic.
7. **Executive Session**
   1. **Update on Head of School Personnel Issue**
      * **Action:** At 5:37pm Mr. Shih motioned to move the meeting into Executive Session to provide an update on the Head of School Personnel Issue. Mr. Baum seconded the motion in which the Board voted and moving the meeting to Executive Session was unanimously approved.
      * **Action:** At 5:58pm Ms. Sandler motioned to move the meeting out of Executive session. Ms. Florio seconded the motion in which the Board voted and moving the meeting out of Executive session was unanimously approved.
8. **Closing Items**
   1. **Adjourn Meeting**
      * At 5:59pm Ms. Florio motioned to adjourn the August 9th, 2021 Board meeting. Ms. Sandler seconded the motion in which the Board voted and adjourning the meeting was unanimously approved.