

Board Meeting Minutes

June 12, 2023 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, June 12th, 2023, via videoconference

Attending Trustees:

Ashley Garrett
Mark Saretsky
Ben Hartman
Mitchel Baum
Elaine Florio
Christine Sandler
Alysia Steinmann
Hannah Hoch
Carol Santiago-DeJesus
Alvin Shih

Absent Trustees:

Paul O'Neill
Ilene Lainer
Naeema Livingston

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance
Ashley Johnson, Acting Administrative Director

1. Call to order

- **Action:** The NYCACS general meeting was called to order at 5:06

2. Board Business

a. Minutes from Board Meeting 05-22-2023

- At 5:04pm the minutes from the May 22nd, 2023, board meeting were reviewed. Mr. Hartman suggested two revisions; section 4.d should be labelled as 4.e, and the 7:19 Action Nay vote needs the voter's name (Ms. Sandler).
- **Action:** At 5:08PM Mr. Shih made a motion to approve the minutes with the proposed edits. Mr. Hartman seconded at which point the board voted and the motion was unanimously approved.

3. Finance Committee

a. Review YTD April 2023 Financials

- At 5:08 PM Ms. Jones reviewed the total funds (\$7.6 million), operating funds (\$2.4 million), reserve funds (\$5 million), and the escrow accounts (\$152,000). Both East Harlem and the Bronx are showing a surplus.

b. Review FY24 Proposed Budget

- At 5:11 Ms. Jones reviewed the proposed budget. We are budgeting 39 students to be conservative given enrollment/hiring delays. If we fill this seat faster than expected we can expect to receive additional funds.
- At 5:13 Ms. Jones reviewed staffing changes. For the fiscal year 2024 employees will receive a salary increase of 4% with an additional increase for Clinical Supervisors as approved at the last meeting.
- The projected total deficit shows a similar deficit to what was projected for fiscal 2023. This does not include possible additional per pupil funding.
- At 5:16 Ms. Fisher suggests there may be some costs associated with Impact Catalyst and larger restructuring that the Finance Committee was yet unable to factor in for the 2024 fiscal year. There is also a plan in the works to bring in additional students in the Bronx, potentially bringing the total number of students there to 34.
- **Action:** At 5:22 Ms. Sandler made a motion to approve the proposed fiscal year 2024 budget. Mr. Saretsky seconded at which point the board voted and the motion was unanimously approved.
- At 5:24 Ms. Jones and Mr. Saretsky gave an update on the transfer of funds to Carver Bank. They had what they believe was the final meeting with them today and the signers should be expecting additional information shortly.

4. Governance Committee

a. Term Renewals

- Ms. Lainer, Ms. Sandler, Ms. Steinmann, Ms. Livingston, Mr. Saretsky and Mr. Hartman all have terms that are expiring.
- **Action:** At 5:27 Ms. Sandler made a motion to approve the renewal of Ms. Lainer's term as Trustee. Mr. Hartman seconded at which point the board voted and the motion was unanimously approved.
- **Action:** At 5:27 Ms. Sandler made a motion to approve the renewal of Ms. Livingston's term as Trustee. Mr. Shih seconded at which point the board voted and the motion was unanimously approved.
- At 5:28 Mr. Hartman left the meeting.
- **Action:** 5:28 Ms. Sandler made a motion to approve the renewal of Mr. Hartman's term as Trustee. Mr. Saretsky seconded at which point the board voted and the motion was unanimously approved.
- At 5:28 Mr. Hartman rejoined the meeting
- At 5:29 Ms. Sandler left the meeting
- **Action:** At 5:29 Mr. Hartman made the motion to approve the renewal of Ms. Sandler's term as Trustee. Ms. Florio seconded at which point the board voted and the motion was unanimously approved.
- At 5:30 Ms. Sandler rejoined the meeting.

- At 5:30 Ms. Steinmann left the meeting.
- **Action:** At 5:30 Ms. Sandler made a motion to approve the renewal of Ms. Steinmann's term as Trustee. Ms. Florio seconded at which point the board voted and the motion was unanimously approved.
- At 5:31 Ms. Steinmann rejoined the meeting.
- At 5:32 Mr. Saretsky left the meeting.
- **Action:** At 5:32 Ms. Sandler made a motion to approve the renewal of Mr. Saretsky's term as Trustee. Mr. Shih seconded at which point the board voted and the motion was unanimously approved.
- At 5:33 Mr. Saretsky rejoined the meeting.

5. School/Operations Updates

a. Bronx Leadership

- At 5:35 Ms. Fisher reported that Katie McAvoy has accepted the Interim Head of School position in the Bronx. Jennifer Jaye will be staying on through the year in a supportive role and will be developing a leadership training academy for all Clinical Supervisors across both schools.

b. Impact Catalyst

- At 5:39 Ms. Fisher offered an update on Impact Catalyst. They will meet with Trustees involved in the re-imagining leadership task force next week to go over the data they have collected to date.

c. Moira Cray Community Outreach Award

- At 5:40 Ms. Fisher gave announced the recipients of the Moira Cray Community Outreach Award – Sarah Muskat and Heidi Brueckmann.

d. Parent Panel

- At 5:41 Ms. Fisher reminded Trustees that this Thursday is the annual staff development meeting dedicated to better understanding of parent perspectives and asked for an additional parent/Trustee to join if available as one parent had a scheduling conflict.

e. Congratulations

- At 5:43 Ms. Fisher congratulated Trustee Dr. Hannah Hoch on her recent engagement!

6. Executive Session

- At 5:45 Mr. Hartman made a motion to move into executive session. Ms. Florio seconded the motion at which point the board voted and the motion was unanimously approved.

7. Closing Items

- At 6:20 Mr. Saretsky made a motion to move out of executive session. Mr. Hartman seconded at which point the board voted and the motion was unanimously approved.
- At 6:21 Ms. Sandler made a motion to adjourn the meeting. Ms. Hoch seconded at which point the board voted and the meeting was adjourned.