

## **Board Meeting Minutes**

**August 7, 2023 – 5:00PM**

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, August 7th, 2023, via videoconference

### **Attending Trustees:**

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

### **Absent Trustees:**

Naeema Livingston  
Carol Santiago-DeJesus

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

Julie Fisher, Executive Director  
Tiffany Jones, Director of Finance  
Katie McAvoy, Interim Bronx Head of School  
Rebecca Bachan, East Harlem Head of School  
Jennifer Jaye, Former Bronx Head of School

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

- **Action:** The NYCACS general meeting was called to order at 5:04PM

### **2. Board Business**

#### **a. Minutes from Board Meeting 07-17-2023**

- At 5:04pm the minutes from the June 17, 2023 Board meeting were reviewed.
- **Action:** At 5:05PM Ms. Florio made a motion to approve the minutes. Mr. Hartman seconded. Ms. Garrett abstained as she was absent from the previous meeting, at which point the board voted and the motion was approved.

### **3. School/Operations Update**

#### **a. Year in Review**

- At 5:06 PM Each Head of School presented highlights from the 2022-2023 school year. Ms. Jaye gave thanks as she steps away from the Bronx Head of School role. Ms. McAvoy (former Clinical Supervisor) has already begun to assume the Interim Bronx Head of School role in her stead. Ms. Jaye will continue to remain with the school full time and will be providing support to Ms. McAvoy as she transitions.

#### **b. COVID days**

- At 5:59 Ms. Fisher reviewed the COVID absence policy. The schools will carry over the current mandate from the NYC DOE regarding a mandatory quarantine period of 5 days and will continue to provide staff with 5 days of COVID-specific leave (above and beyond traditional accrued personal time) to be used for that purpose. If the NYC DOE adjusts its policy prior to the new school year, NYCACS will follow suit.

#### **c. Impact Catalyst**

- At 6:01 Ms. Fisher provided updates on the work of Impact Catalyst latest. They have gathered a large amount of feedback from all key positions and Ms. Fisher continues to meet with them biweekly. Their next steps will be to synthesize the information and begin to gather benchmark data.

#### **d. Employee Handbook**

- At 6:02 Ms. Fisher reported that the updated Employee Handbook was just finalized by counsel. She will circulate to the Operations Committee and have the larger Board vote on the changes at the September meeting.

### **4. Governance Committee**

#### **a. Board Self Evaluation Survey**

- At 6:03 Ms. Fisher asked that anyone who has not yet completed the Board Self-Evaluation Survey please do so as soon as possible so that results can be reviewed at the September meeting.

#### **b. 2023 – 2024 Board Meeting Calendar**

- The board meeting calendar for the upcoming year is attached to the board packet and will be sent out via email to board members shortly.

#### **c. Fall Get-Together**

- At 6:04 Ms. Fisher and Ms. Garrett suggested a fall Board get-together.

### **5. Executive Session**

- **Action:** at 6:05 Ms. Sandler made a motion to move to Executive Session. Ms. Florio seconded the motion at which point the board voted unanimously to move into Executive Session.

- **Action:** at 6:24 Ms. Lainer made a motion to leave Executive Session. Mr. Saretsky seconded the motion at which point the Board voted unanimously to move out of Executive Session.
- **Action:** at 6:24 Ms. Lainer made a motion to increase the cap on total compensation for Director level positions to \$165,000, with specific offers being at the discretion of the Executive Director. Mr. Saretsky seconded the motion at which point the Board voted and the motion was unanimously approved.

## **6. Closing Items**

- At 6:27, Mr. Baum made a motion to adjourn the meeting. Ms. Lainer seconded the motion at which point Board voted and the meeting was adjourned.