

## **Board Meeting Minutes**

**May 20, 2024 – 5:00PM**

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, May 20, 2024, at NYCACS East Harlem: 433 East 100<sup>th</sup> St., 2<sup>nd</sup> floor New York, NY 10029.

### **Attending Trustees:**

Alvin Shih  
Ashley Garrett  
Carol Santiago-DeJesus  
Christine Sandler  
Hannah Hoch  
Ilene Lainer  
Mark Saretsky  
Mitch Baum  
Naeema Livingston  
Paul O’Neill

### **Absent Trustees:**

Alysia Steinmann  
Ben Hartman  
Elaine Florio

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

Julie Fisher, Executive Director  
Tiffney Jones, Director of Finance

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

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

### **2. Board Business**

- **Minutes from the 04-15-2024 Board Meeting**
  - At 5:04PM, the minutes from the Monday, April 15, 2024 Board meeting were reviewed.
  - **Action:** At 5:04PM, Ms. Garrett made a motion to approve the minutes. Mr. Saretsky seconded the motion and the Board voted, unanimously approving the minutes.

### **3. Finance Committee**

- **YTD March 2024 Financials**
  - At 5:05PM, Ms. Jones reviewed the March 2024 financials. She reviewed operating, reserve, and escrow funds. Both East Harlem and the Bronx are doing slightly better

than planned. This is primarily due to salary savings from staff turnover and leaves as well as interest income.

▪ **Proposed FY25 Budget**

- At 5:10PM, Ms. Jones reviewed the proposed budget. Budget assumptions include:
  - An enrollment increase to 42 students in East Harlem and to 34 in the Bronx.
  - Across the board salary increases of 3%
  - No increase in per pupil revenue.
  - The projected total deficit is comparable to that projected for fiscal 2024.
- At 5:25PM, there was discussion around the potential need for additional funds given some of the ongoing Re-Imagining Leadership work (raised by Ms. Lainer). Given some unknowns regarding salary requirements for those new roles, it was suggested that additional funds should be built into a contingency line in the budget.
- **Action:** At 5:35PM, Ms. Sandler made a motion to approve the fiscal year 2025 budget with a contingency of an additional \$250,000 for staff considerations stemming from the ongoing Re-imagining Leadership strategic planning initiative. Ms. Garrett seconded at which point the board voted and the motion was unanimously approved.

**4. Governance Committee**

- At 5:36PM, Ms. Fisher and Mr. O’Neill continued the discussion from the April Board meeting regarding potential clarification of and/or changes to Board process and protocols based on recent Board survey responses. Mr. O’Neill recapped outcomes from last meeting and then put forth three remaining proposals for discussion. The Governance Committee will meet to review and determine next steps.

**5. Executive Session**

- At 6:19PM, Mr. Baum made a motion to move into executive session to discuss ED performance evaluation and future planning. Ms. Garrett seconded the motion at which point the board voted and the motion was unanimously approved.
- At 6:26PM, Ms. Sandler made a motion to move out of executive session. Mr. Shih seconded at which point the board voted and the motion was unanimously approved.

**6. Closing Items**

- **Action:** At 6:27PM, Ms. Lainer made a motion to adjourn the meeting. Ms. Sandler seconded the motion at which point the Board unanimously voted to adjourn the meeting.