

Board Meeting Minutes

November 18, 2024 – 4:30PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, November 18, 2024 at 4:30PM at Fox Rothschild LLP 101 Park Avenue (between 40th and 41st Streets), 17th floor

Attending Trustees:

Mitch Baum
Ashley Garrett
Ben Hartman
Hannah Hoch
Susanna Kvam Norris
Paul O'Neill
Christine Sandler
Carol Santiago-DeJesus
Mark Saretsky
Alysia Steinmann
Jason Stock

Absent Trustees:

Elaine Florio
Ilene Lainer
Naeema Livingston

Attendees at the Invitation of the Board:

Julie Fisher
Tiffney Jones
Rebecca Bachan
Sarah Muskat
Katie McAvoy
Jennifer Jaye
Jessica Seeman
Stephanie Lancet

I. Opening Items

- **Action:** The NYCACS general meeting was called to order by Ms. Santiago-DeJesus at 4:35 PM.

II. Board Business

- **Minutes from Board Meeting 10-21-2024**
 - **Action:** At 4:35 PM, Ms. Garrett made a motion to approve the minutes from the Board meeting held on 10/21/2024. Ms. Sandler seconded the motion, at which point the Board voted and approved the minutes. Mr. Hartman and Mr. Baum abstained from the vote.

III. Finance Committee

- **YTD Q1 September 2024 Financials**
 - At 4:37 PM, Ms. Jones reviewed the school's year-to-date financials, including an overview of the current cash flow status, school-level financial snapshots for East Harlem and Bronx individually and combined, and the budget versus actuals as of September 2024.

IV. Governance Committee

- **Updated by-laws**
 - At 4:42 PM, Mr. O'Neill reviewed adjustments to the board by-laws, which were reviewed by the Governance Committee at the most recent meeting. The draft by-laws in the board packet included these adjustments which were highlighted in yellow.
 - **Action:** At 4:46 PM, Mr. Hartman made a motion to approve the amended by-laws. Mr. Saretsky seconded the motion, and the Board voted, unanimously approving the by-laws.

V. School Updates

- **NYCACS East Harlem**
 - At 4:48 PM, Ms. Bachan and Ms. Muskat provided updates on NYCACS East Harlem. The main discussion topics included dyad and group instruction, behavior intervention plan fading, community-based instruction, home consultation, field trips, enrichment, staffing, and team building.
- **NYCACS Bronx**
 - At 5:20 PM, Ms. McAvoy provided updates on NYCACS Bronx. The main discussion topics included new students, facilities, staffing, dyad and group instruction, reduced ratio and inclusion, and enrichment including the Floreo virtual reality pilot.
- At 5:47 PM, Ms. Jaye provided an overview of the scope of her responsibilities, including data collection transition, staff development, social media planning and oversight, continued clinical involvement, and oversight of Bronx operations.
- **Outreach and Consultation**
 - At 5:55 PM, Ms. Seeman presented on the school's outreach and consultation requests and efforts. The main discussion topics included the "why" behind the increase in engagement, the populations engaged, data/metrics, current and potential structures, and possible services and outcomes.

VI. Executive Session

- At 6:15 PM, Mr. O'Neill made a motion to move into an Executive Session to review and discuss personnel issues. Mr. Hartman seconded the motion, at which point the board voted and the motion was unanimously approved.
- At 6:25 PM, Ms. Kvam Norris made a motion to move out of the Executive Session. Ms. Garrett seconded the motion, at which point the board voted and the motion was unanimously approved.

VII. Closing Items

- **Action:** At 6:26 PM, Mr. Hartman made a motion to adjourn the meeting. Ms. Kvam Norris seconded the motion, at which point the board unanimously voted to adjourn the meeting.