

Board Meeting Minutes

January 26, 2026 – 4:30PM

The Board of Trustees of NYC Autism Charter Schools (NYCACs) met on Monday, January 26, 2026
NYC Autism Charter School East Harlem 433 East 100th St., 2nd floor

Attending Trustees:

Alysia Steinmann
Ashley Garrett
Ben Hartman
Carol Santiago-DeJesus
Christine Sandler
Elaine Florio
Ilene Lainer
Mark Saretsky
Naeema Livingston
Paul O’Neill
Susanna Kvam Norris

Absent Trustees:

Boaz Aronson
Hannah Hoch
Jason Stock

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance
Jessica Seeman, Director of Clinical Training and Consultation

1. Call to order

- **Action:** The NYCACS general meeting was called to order at 4:33PM

2. Board Business

- **Minutes from the 11-17-2025 Board Meeting**
 - At 4:33PM, the minutes from the Monday, November 17, 2025 Board meeting were reviewed.
 - **Action:** At 4:33PM, Ms. Garrett made a motion to approve the minutes. Ms. Florio seconded the motion and the Board voted, unanimously approving the minutes.

3. School Updates

▪ Report on Outreach

- At 4:34PM, Ms. Seeman, Director of Clinical Training and Consultation, provided an update on the Outreach pilot she oversees, with a plan for the coming year and potentially beyond. The program plan was shared along with a request for continued support through the coming school year.
- **Action:** At 5:33PM, Ms. Santiago made a motion to approve \$237,000 to be allocated in the next budget cycle toward further exploration of outreach and consultation, with a report in the coming months outlining deliverables.

3. Finance Committee

▪ PEO Adjustment

- At 5:34PM, Ms. Jones reviewed bids from three different PEO's offering considerable savings from our current PEO, along with one in particular (Justworks) that offers less costly plan options for families and an increase cap for renewal lasting until November 2027.
- **Action:** At 5:47, Mr. Saretsky made a motion to move to Justworks as the organization's new PEO.

▪ ERTC

- At 5:48PM, Ms. Jones confirmed that we received part of our ERTC submission for FY2021. We are still awaiting word on the remainder from FY2020.

5. Governance Committee

▪ Overall Governance Committee Function

- At 5:49, Ms. Fisher briefly refreshed on Governance Committee function in the face of the possible future paths being considered for the organization. A survey will go out to assess Trustees intent to remain on the board through the coming year. Recruitment efforts will pause unless survey responses necessitate filling Trustee seats.

6. Fundraising/Upcoming Events

▪ NYJL Community Improvement Project Kick-Off

- At 5:52PM, Ms. Fisher informed the Board that the Community Improvement Project, sponsored by the New York Junior League and targeting renovation of the Life Skills Center in East Harlem, will begin on February 7th. The ribbon cutting to celebrate the completion of the project will take place on May 20th at 7PM.

▪ Results from Giving Tuesday

- At 5:54, Ms. Fisher informed the Board that the total raised from our Giving Tuesday fundraising initiative was almost \$80,000. That is an increase of approximately \$5,000 from last year.

▪ Progress on Board Fundraising Goal

- At 5:54PM, Ms. Fisher let the Board know that over \$60,000 has been raised by Trustees since the start of the new school year, surpassing their goal of \$50,000.

5. Executive Session

- **Action:** At 5:55PM, Ms. Garrett made a motion to enter an executive session to discuss confidential information about a potential partnering organization. Ms. Lainer seconded the motion and the Board voted, unanimously approving the motion.
- **Action:** At 6:40PM, Ms. Garrett made a motion to leave executive session. Ms. Lainer seconded the motion at which point the Board unanimously voted to leave executive session.

6. Closing Items

- **Action:** At 6:40PM, Ms. Sandler made a motion to adjourn the meeting. Mr. Saretsky seconded the motion at which point the Board unanimously voted to adjourn the meeting.