



South Bronx Charter School for International Cultures and the Arts

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**Meeting of the Board of Trustees
Friday, February 25, 2015 - 4:30 p.m.**

Informational Board Meeting Minutes

Start Time: 5:04 PM

Board Members in Attendance

Donald Mattson
John Potapchuk
Priscilla Ocasio

Absent Board Members:

Carmen Santos
Dalia Peralta
Elvis Torres

Non-Board Members

Evelyn Hey
Stephanie Alves
Delia Gonzalez
Mary Cordero
Paul Augello

Informational Minutes

Welcome

Priscilla welcomes the board members and attendees. We will approve January's minutes at the next meeting. This meeting is an informational meeting since we do not have quorum this evening.

I. Director of Operations Report- Stephanie Alves

- All vendor accounts are up to date.
- March 2015 per pupil billing / invoice approved.
- We had AED and CPR training at our school.
 - 8 employees were trained. The drill inspector showed up last week and we had a practice drill and we did well.

II. Principal's Report- Evelyn Hey

Enrollment: 427
Attendance is 89.3%

School Business

- We have some students that have enrolled, and we have also had students that have been discharged.
- Attendance is very low due to the weather. The ice and extreme cold has been a deterrent.
- We have informed the Parks department about the icy conditions around the park so they came and salted and broke-up some of the ice. The Department of Sanitation sent a truck to also clear up some of the ice and snow so that no one gets hurt.
- Afterschool has started for grades 3-5 now and we are working with students to be ready to take the state exams. We are especially working with the thirds grade students who have never taken a standardized exam. This exam is especially hard for our English Language Learners.
- Staffing – the school aid that was out on disability has returned.

Construction

- The status of the CO is still held up pending the final approval of the trees that were planted around the school. The Parks department states that according to the plans that were submitted, there are still some trees that still need to be planted. They also informed us that they will have to wait for the ground / soil to thaw before they are able to come back and check. There were 13 newly planted trees around the school. So until we get the approval from the Parks department we cannot get our CO.

III. Victory Education Partners Report – Mary Cordero

Enrollment/Organization Matters - As per School – February 25, 2015

Enrollment	Important Information
Enrollment: 427	Number of ELL's students: Grades 1-5 = 83; K 40 = 123
K-105	Number of Title I Eligible Students: 80
1-101	
2-60	Number of Special Ed. Students: 25
3-64	
4-55	For Lunch CEP default- 100% FREE
5-42	

Curriculum/Instruction

- Title I Program is in compliance with all federal and state mandates. Academic intervention services are being provided to Title I Eligible students. Accountability documentation is up to date.
- Focus on Think Based Learning & Common Core State standards is evident at SBCSICA. I was here last week and I did some classroom walkthroughs and noticed that the level of engagement and development was very rigorous throughout the grades. It was completely student driven and I was very impressed.

Assessments

2014-2015 Assessment Dates:

- NYSED ELA Grades 3-8: April 14-16
- NYSED MATH Grades 3-8: April 22-24
- NYSED Science 4th:

- May 20-29th Performance Assessment
- June 1-Written Assessment

Compliance:

Consolidated Application:

- 2014-2015 Title I, II & III- SED final allocations have been posted.
- 2013-2014 Title carryover posted \$38,408
- Title I preliminary allocation= \$268,112; Title I final allocation = \$251,278; which is a decrease of \$16,834. Title II & III were not effected.
- Title I budget amendment for \$21,574

Governance:

- Reviewing board policies to create and updated Policy Manual.
- Working with Evelyn on the Parent Handbook, the Employee Handbook, as well as the Policy & Procedures Handbook. When they are completed we will review them with the board, and we can discuss the changes.
- Working with Bob McLaughlin on the Board Training Series. We hope to begin next month - the board will stay 15-20 minutes after the board meeting to do the board trainings.
- Still working on the transfer of archived board documents into the Google Drive.

IV. Victory Financial Reports – Paul Augello

- An email of the financials through January was sent out to all of the board members this week. Revenues are still down based upon the number of students, but the expenses more than offset the decrease in revenue.
- We are just about ready to finish the budget amendment and then we can sit down and go over it with the finance committee. Numbers have been reported to the bond trustee custodian back in January and we are in compliance with the bond companies. There has been no follow-up form the investors.
- We are going to have to start gearing up for the review by S&P that is going to probably happen sometime in May or June. I think that the rating will be a good rating, or at least maintained. I don't see anything that would give them a concern. Your cash position is very strong, and you are in good financial standings as we speak.

John: I did see in your notes that professional fees were up this month and you made a comment about legal services are higher due to additional services required. Is that because of the audit? I see that professional fees are high this month over other months.

Paul: I think because of the sensitivity and the nature of the audit it is a good idea to have legal counseling involved. Bob McLaughlin has been reviewing and involved to make sure that they are "keeping in their lane". So those fees were not budgeted because we did not know we were going to have a city Comptrollers audit until about November.

Upcoming meeting: Thursday, March 19, 2015

Meeting End: 5:46 pm