



South Bronx Charter School for International Cultures and the Arts

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**Meeting of the Board of Trustees
Thursday, December 18, 2014 - 4:30 p.m.**

Board Meeting Minutes

Start Time: 5:14 PM

Board Members in Attendance

Donald Mattson
Priscilla Ocasio
Carmen Santos
Dalia Peralta
Elvis Torres

Absent Board Members:

John Potapchuk

Non-Board Members

Evelyn Hey
Mary Cordero
Paul Augello
Robert Mc Laughlin

Minutes

I. Welcome - Priscilla welcomes the board members and attendees. Board members are asked to review the minutes from the last meeting.

Motion to approve the November 2014 Board of Trustees Minutes

Motioned by; **Elvis Torres**, Seconded by: **Donald Mattson**; all in favor: **unanimous**

Motion passed

Priscilla Ocasio motions to go into executive session, Seconded by: Donald Mattson; all in favor: unanimous.

Executive session start: 5:16 pm

Priscilla Ocasio motions to end executive session, Seconded by: Carmen Santos; all in favor: unanimous

Executive session ends: 5:32 pm

Resolution generated for the board to approve and provide an iPad to Priscilla Ocasio, board president. The iPad will be for the purposes of communication with the school and school officials, and for other school purposes. Not for personal use.

Donald Mattson motions to approve; Seconded: Carmen Santos; all in favor: unanimous.

II. Victory Education Partners Report – Mary Cordero

1. Enrollment/Organization Matters - As per School – December 18, 2014

Enrollment	Important Information
Enrollment 435 K-108 1-107 2-60 3-66 4-52 5-42	Number of ELL's students: Grades 1-5 = 83; K 40 = 123 Number of Title I Eligible Students: 80 Number of Special Ed. Students: 25 For Lunch CEP default- 100% FREE

2. 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.

3. Assessments

2014-2015 Assessment Schedule:

- NYSED ELA Grades 3-8: April 14-16
- NYSED MATH Grades 3-8: April 22-24
- NYSED Science 4th and 8th grade:
 - May 20-29th performance assessment
 - June 1-Written Assessment

4. Compliance:

- a. Consolidated Application
 - Title I - SED **PENDING APPROVAL of preliminary allocation of \$289,112.**
Title I is for at risk students
 - Title II - SED **PENDING APPROVAL of preliminary allocation of \$10,896.**
Title II is for professional development
 - Title III - SED **PENDING APPROVAL of preliminary allocation of \$30,588.**
Title III is for to support English language learners
 - Clarification submitted to NYSED on Dec. 17, 2014
 - Final Allocation will be published by NYSED in late January, early February after review of the Title I Charter School Enrollment form which was due November 21st

5. Governance

- NYC DOE / NYSED outreach regarding number of board meetings per year
Mary: I have been in contact with the DOE and have confirmed that there *should* be one meeting per month.
Priscilla asks if that is 12 meetings a year *or* 1 meeting per month.
Mary: 12 meetings a year.
Bob gave the board different ideas for how that time can be used and what those meetings could potentially consist of.

6. Victory Transfer of Archived SBCSICA documents and Information

- Board Level
- School Level

Mary: I am still working on transferring the data and files for the board on the server.

III. Principal's Report- Evelyn Hey

Enrollment: 435

Attendance is 91.4%

Construction/ Finance update

- I met with Christian Bastardi and we have about 100K left in the project fund, so I have to think about how it should be spent.
- You may have noticed when you came in that the trees around the school have been planted.
- Paul asked if the school has a generator, and Evelyn said yes.
- We are trying to receive our permanent certificate of occupancy by December or early January. Our fire safety plan has been approved. Once we get our CO, we have a few other ideas that would be a good for the school. For example, since the doors are really heavy, I would like to add doors magnets to the doors so that they stay open. There are still a few more things that need to be addressed and corrected. The Kiln is now up and running and also they are addressing the exhaust fan in the kitchen. So the chef can grill many pieces of chicken instead of just six pieces of chicken. Every time he grills anything in large amounts the alarm goes off.

School Business

- We had our parent meeting for grades K-2 in November, and on December 11th we had parent meetings for grades 3-5. We had about an 85% turnout and it was a great outcome.
- Professional development is ongoing. I went for training in Boston with 4 teachers. It was training on argument writing. Bob Swartz will be back at our school in January, and we will go back to Boston in February for an intense training to become coaches. I am thinking of taking 7 teachers to that training.
- As you already know everything is being prepared for the audit. Bob has the binder.
- The new busses are really working well. The shuttle is working out well. I think the bus drivers are really working above and beyond. Parents are happy, and kids are happy – they can get here on time, and they are able to eat a hot breakfast before classes get started.
- Vanguard is a company from the DOE that has the mailing lists for all of the students from the city that are qualify to attend class here. In January we want to send out a mailing to recruit children at least for the numbers that we still don't have. We want to send out a mailing to recruit students in certain zip codes and who could possibly qualify to use the busses that we now have.

Assessment – Christine Cormier

- In the folder you will see a data chart with the NYS exam scores in ELA and Math for our students in grades 3-5. I have also included scores from our district as a comparison.
- SBCSICA has out preformed our district in nearly every grade and subject.

Donald noticed that 5th grade across the city performed poorly on this most recent exam.

Mary talks about the reading passages being hefty and the changes in the lexile. This type of exam and rigor is especially challenging for English language learners.

Priscilla – What is the plan to help them?

Evelyn: I don't believe in test prep, I believe in good teaching. We are going to continue training our teachers to become better teachers, and teach our children how to think. Afterschool for grades 3-5 will start in January. Right now we are doing afterschool for the first graders. We have mostly new teachers teaching that grade and we want to make sure that the students are learning the skills that they need. I have my senior teachers teaching the first grade after school program and then they will shift and do the afterschool for the upper grades.

IV. Victory Financial Reports – Paul Augello

- I have sent everyone financials through November - we are 5 months into the year and we are doing well.
- Our enrollment is down from what we had budgeted, however the expenditures are significantly down - down greater than what we had projected. Net we are 290K ahead of where we should be. We are projected to breakeven this year so if we keep under that pathway we will end the year with about 200-300K in surplus.
- In January we will have an amended budget for the finance committee to review.
- Food service revenue is up because you have your own program. The program is generating a profit right now and is expected to continue that way for the rest of the year.
- Personnel – still some open positions here but some of those decisions were based upon the decline in enrollment.
- Next year if enrollment is 440 - 450 you will be in an even better situation.

VI. PTO Report- Dalia Peralta

- Our next PTO monthly meeting will be on Thursday, January 22, 2015, 9:00 AM and the Parent Book Club will be the same day at 9:30AM.
Topics:
 - What is culture? (A fun family package for parents to work with their children)
 - Winter Holiday Safety Tips from the NYPD
- We are still conducting a book sale through Scholastic Incorporated to help those parents to purchase books at a lower prices for their children.
- Today's meeting had about 30 parents in attendance.

VIII. Adjournment:

Motion: **Donald Matson**; Second: **Elvis Torres**; all in favor: **unanimous**

Upcoming meeting: Thursday, January 15, 2014

Meeting End at 6:12 pm

**South Bronx Charter School for International Cultures and the Arts
SBCSICA Resolutions for December 18, 2014**

12182014.1

The Board of Trustees motions to approve the November 2014 Board Meeting Minutes.

Motioned by; **Elvis Torres**, Seconded by: **Donald Mattson**; all in favor: **unanimous**

Motion passes

12182014.2

The Board of Trustees motions to approve and provide an ipad to the board chair Priscilla Ocasio for the purposes of communicate with the school, school officials, and for other school purposes. Not for personal use.

Motioned by **Donald Mattson**; Seconded: **Carmen Santos**, all in favor: **unanimous**