



South Bronx Charter School for International Cultures and the Arts

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Meeting of the Board of Trustees Thursday, February 16, 2017

Board Meeting Minutes

Start Time: 5:36PM

Board Members in Attendance:

Priscilla Ocasio (Board Chairperson)
Donald Mattson
John Potapchuk
Elvis Torres

Absent Board Members:

Carmen Santos

Non-Board Members:

Evelyn Hey, Principal
Paul Augello, BoostEd
Delia Gonzalez
Evelyn Ramirez (Director of Operations)

Minutes:

I. Welcome: Priscilla Ocasio welcomed the board members and attendees.

- The minutes of the January meeting were approved. Motion made by **John Potapchuk**, seconded by **Donald Mattson**. Unanimous
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II. Operations Report: (Evelyn Ramirez)

Ms. Ramirez reviewed the Bill Payment List for 1/20/17-2/16/17.

- Check # 3747 for \$5,699.00, payable to Five Star Network Solutions, Inc. was a replacement check for an earlier one that had an error.
- Check # 3757 for \$5,850.00 payable to Chess Buy (school chess program) is billed every three months.
- There was also a credit from Direct Energy for \$1,800.00

II. Principal's Report: (Evelyn Hey)—report attached

- Ms. Hey reported that the current enrollment is 404 students and attendance is currently at 91.4%. She also stated that there has been a wave of illness throughout the school.
- Ms. Hey also reported that NAEP (National Assessment of Educational Progress) administered field exams to the school's fourth grade students on February 7th. NAEP's own staff administered exams.
- NYSESLAT exams (Listening and Speaking sections) will soon be administered to select English Language Learners.

- March 7th and March 8th have been designated as half days for distribution of report cards. This was changed from one full day due to the school closing (snow storm).
- There will be a visit from the school charter authorizer on May 23rd. School will generate an agenda prior to the visit.
- The school will commence work on the charter renewal in March.
- **Priscilla Ocasio** (Board Chairperson) requested a list of all school conferences by the next board meeting, also a copy of the contract for the National Center For Teaching and Thinking, Inc. Observations of trained teachers are done by Evelyn and Debra.
- There was a discussion about staff development and the improvement of mathematics instruction as well as the importance of science instruction.
- There was discussion about advertising for student enrollment and teacher recruitment.
- The Parent Coordinator will go to **Headstart** sites.
- The lottery for the 2017/2018 school year will be held on April 3rd.
- There was discussion concerning the learning needs of first grade students. Currently, there are approximately 30 first grade students considered as possible holdovers.

III. BoostEd Financial Report: (Paul J. Augello-report attached)

- There was a vote on a budget amendment based on billable enrollment number of 410.725 students and the original budget is based on a billable enrollment of 444 students. **John Potapchuck** moved and **Elvis Torres** seconded to approve the revised budget.
- There was discussion about the possibility of having a bank representative at the next meeting to discuss the possibility of investing in a CD (1.1% verses .1 bank interest).

IV. Old Business:

- It was reported that approximately 25 parents attend PA meetings (mornings) per month. Refunds for school uniforms go to the PA. There should be a budget line for uniforms.

V. New Business:

- **Elvis Torres** moved and **John Potapchuck** seconded that Jessica Torres be accepted as a member of the SBSC board, pending state approval. Unanimous.

At 7:45PM, the Board went into Executive Session.

Motion was made by **Priscilla Ocasio**, seconded by **John Potapchuk**.

Action taken: None

At 8:28PM, the Executive Session ended.

Motion was made by **John Potapchuck**, seconded by **Elvis Torres**.

At 8:30PM, **Priscilla Ocasio** moved and **John Patapchuk** seconded that the Board meeting conclude.

Respectfully submitted:

Donald P. Mattson

Recording Secretary (serving as)