



Meeting of the Board of Trustees Monday, April 19, 2018

Minutes

Commencement Time: 5:04 pm

Board Members in Attendance:

Priscilla Ocasio (Board Chair)

Donald Mattson (Co-Chair)

John Potapchuk

Elvira Barone

Absent Board Members:

Elvis Torres

None Board Members:

Evelyn Hey, Principal

Delia Gonzalez (Director of Human Resources)

Evelyn Ramirez (Director of Operations)

Paul Augello (BoostEd)

Minutes:

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

- February and March minutes were tabled for the next April 2018 board meeting as they were not ready for review.

II. Principal's Report - Evelyn Hey

- Enrollment : 406 Attendance: 89%
- Ms. Hey stated low attendance was due to bad weather in the previous weeks and the school break in March. Ms. Hey will also address all teachers on efforts being taken for better attendance.
- Lottery & Registration: The school received a total of 1,003 applications for the 2018-2019 academic year.
- The possibility of bringing in Pre-K students was discussed however due to the unavailable space and the inclusion of the middle school we would not be able to apply as of yet. The conversation will be revisited once the Middle School (6-8th grade) is established.
- Efforts will be made to contact and establish a relationship with a liaison within the homeless shelters to further assist and offer students resources within the shelter system.
- The Middle School curriculum is being developed and the board has requested a presentation of such.

- **The Homeless Policy was introduced for approval. *A motion was made by Elvira Second by John ALL unanimous.***
- **The Parent and Family Engagement Policy was introduced for approval. *A motion was made by Donald Second by John ALL unanimous.***
- **The 2018-2019 Calendar was introduced for approval. *A motion was made by Donald second Elvira ALL unanimous.***

IV. Operation’s Report - Evelyn Ramirez

- NYSTL(New York State Textbook Law) monies of over \$33,000 were spent .on library books and educational software.
- The school is now officially utilizing Signature Bank for the school finances.
- Although the Chase money market and escrow accounts were recently closed, the Chase school based checking account remains open. The Board must submit a letter to JP Morgan Chase authorizing a change of authorized signers for the c hecking accountand various electronic receipts and disbursements must be redirected through Signature Bank before the Chase checking account can be closed.
- We currently have 4 open accounts with Signature Bank. The Main Account, Money Market, Escrow and CD.

V. Financial Report – Paul Augello

- Budget-wise is sound and in good standing.
- Ms. Hey and Paul met for the 2018 amended budget analysis and to draft the FY 2019 Budget The FY 2019 uddget must be approved by June. Board will review personnel model for approval.
- Last year, the statutory formula for calculating charter school per pupil funding was amended and charter schools will receive \$15,308 per student for the 2018-19 school year. (Please see attached)

VI. Old Business: Priscilla and Delia will meet for final review and edit of staff manual for board approval.

VII. New Business: None

Executive Session Commenced: 6:23:pm – Motion ----- Second _____ all in favor, unanimous.

Executive Session Ended: _____ Motion – _____ Second _____ all in favor, unanimous.

Meeting adjourned Motion _____ Second _____ All unanimous.