



South Bronx Charter School for International Cultures and the Arts

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Meeting of the Board of Trustees Thursday, December 14, 2017

Board Meeting Minutes

Start Time: 5:39PM

Board Members in Attendance:

Donald Mattson (serving as Board Chairperson)
John Potapchuk
Elvis Torres (serving as Recording Secretary)
Elvira Barone

Absent Board Members:

Priscilla Ocasio (Board Chairperson)
Carmen Santos (Health Issues/Excused)

Non-Board Members:

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

Minutes:

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

- The minutes of the **November** meeting will be reviewed for approval at the January meeting.

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

- Evelyn went over enrollment and attendance figures as the school is currently at an enrollment of 431 students and attendance for the month of December was at 92%.
- There are candidates in line to fill the 3rd and 4th grade vacancies.
- The school has entered into a partnership with Monroe College and two student teachers will be commencing on January 18th, 2018.
- The school's annual Nutcracker show was again a major success.
- Evelyn presented a list of six academic conferences coming up in 2018. The school receives funding under Title IIA to for development trainings.

III. Operations Report (Evelyn Ramirez)—report attached

- Bill Payment List (November 17-December 14) was presented and reviewed. There were no unapproved transactions.

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

- The school continues to be in excellent financial condition. The Per Pupil revenue is above the target for the year-to-date period. December 1st billable enrollment number is at 420.7 students.
- Special Education (Federal IDEA) funds will be received later in the school year.

V. New Business

- **John Potapchuk** motioned and seconded by **Elvis Torres** for approval of four up to six academic conferences to be attended up to the allotted amount with Evelyn to provide the Board with a list of the attendees for each conference and that paperwork under Title IIA funding to be utilized for these conferences be properly filed and documented.
- **Evelyn Hey** will inquire about potential candidates to serve as recording secretary at future Board meetings.

VI. Old Business

- None

At 6:19PM, the Board went into Executive Session.

Motion was made by **Elvira Barone**, seconded by **John Potapchuk**.

Action taken: **Donald Mattson** motioned, seconded by **John Potapchuk** approval of holiday bonuses for the SBCSICA staff. Bonus amounts for each employee are to be determined based on factors including tenure and position at the school; aggregate bonus and related payroll taxes should be charged to the established balance sheet reserve.

At 7:23PM, the Executive Session ended.

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

At 7:24PM, **Donald Mattson** moved and **Elvira Barone** seconded that the Board meeting conclude.

Respectfully submitted:

Elvis J. Torres
Recording Secretary (serving as)