



Meeting of the Board of Trustees Monday February 15, 2018

Minutes

Commencement Time: 3:33pm

Board Members in Attendance:

Priscilla Ocasio (Board Chair)

Donald Mattson **(Co-Chair)**

John Potapchuk

Elvis Torres

Elvira Barone

Absent Board Members:

Priscilla Ocasio

Carmen Santos (Medically Excused)

None Board Members:

Evelyn Hey, Principal

Delia Gonzalez (Director Human Resources)

Evelyn Ramirez (Director of Operations)

Minutes:

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

- January minutes were reviewed and approved. Motion made by Elvis Torres, second Elvira Barone all in favor unanimous.

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

- Enrollment 412 – Attendance 91.4%
- Renewal & Expansion: – The school's charter has been renewed for the next 5 years and the extension for the 6,7, 8th middle school was officially approved by our authorizers.
- Lottery: The school received 1,021 applications. The first 200 applicants will be called to register and the remaining applicants are moved on to the waiting list. The deadline to submit applications is April 3rd and the lottery will be held April 4th, 2018.
- Ms. Hey stated that siblings have preference and are automatically admitted into the school. Elvira requested re-visiting the sibling preference policy if the numbers were large, it would not be fair to the general student population to be left out of admission.
- Ms. Hey is considering applying for the Universal Pre-K program to bring in at least 2 Pre-K classes.

- Capital Improvement: Ms. Hey will be meeting with the Assemblywoman sometime in April to obtain monies for school needs. The school was able to save \$17K from the bus contract and will therefore use these monies to purchase curtains for our stage located in the multi-purpose room.
- Middle School Progress: Ms. Hey has reached out to Director of Space and Facilities Ronald Cacciopoli to apply for DOE space to house our Middle school.
- Ms. Hey has hired to 6th grade teachers to become acclimated with the students as well as the curriculum.
- ACR: Ms. Hey along with authorizers met to discuss and receive feedback on how they can better manage and fascilitate data on the ACR report.
- The NYS ELA test will be administered to the students on April 11 and 12th 2018. The NYS Math exam will be administered on May 2nd and 3rd 2018.
- Ms Hey requested permission to visit a school with a team of 5 to 6 members in Ipswich, Massachusetts. Ms. Hey was impressed by their hands-on, project-based approach. Elvira and Donald expressed interest in visiting as well and all will be commuting by car. Motion for permission made by John second by Elvis all unanimous permission granted.

IV. Operation's Report - Evelyn Ramirez (report attached)

- Bill list was distributed for review, all questions pertaining to the list were satisfactorily addressed.
- Evelyn R has finalized training for Check Fraud Protection.
- \$800K has been moved from the Chase account to Signature. A chase account will remain open for miscellaneous deposits such as uniform purchases and staff lunch monies.

V. Financial Report – Paul Augello (report attached)

- In Paul Augello's absence John reported, school finances are sound and there are no concerns.

VI. Old Business:

- As per Elvira's request Staff manual should be submitted to board for final review and approval.

VII. New Business: Donald Mattson's five (5) year board membership as Co-Chair was renewed by the board. Motion made by Elvira second by Elvis all unanimous agreed. Donald welcomed back.

Board Meeting adjourned: 4:08 pm

