



Meeting of the Board of Trustees Thursday, June 14, 2018 - 3:30pm

Minutes

Commencement Time: 3:40 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: Donald welcomed the board members and the attendees.

May 2018 minutes were approved after corrections. Motioned by Vera second John all unanimous.

II. Principal's Report - Evelyn Hey

- Enrollment : 401 Attendance: 92.5%
- Summer will commence on Monday, July 9th, 2018.
- Applied for the RFP Grant (e-mail attached) along with 9 other schools and were awarded 897K. CEI will provide program management, professional development and support the effective use of technology and data. Schools will receive significant allocations for spending on technology to support personalized learning. The school will receive final award notice from the state in July.
- Title I received an additional 103K monies for 2017-2018
- Title III monies owed and received \$22,040.
- Middle School- Laptops were ordered for the 5th and 6th grades. The school will be incubating the 6th grade until a space is provided for the Middle School. Met with Stephanie Mendez DOE Authorizer in reference to applying for DOE or leased space. If DOE denies space the school will pursue a lawsuit. The school might be able to get reimbursed for housing in DOE at the base rate of 30% of 15K for each additional student (\$4,500 per student).
- Ms. Hey has visited a few locations for the middle school. One location visited was 13,500 sq. ft. available for lease at \$20k monthly plus build-out with a 35 yr. lease.
- The goal is to find a location during these summer months and vote on the Architecture vendor to see if we can build as planned.

III. Operations Report – Evelyn Ramirez

- Bill payments and credit card receipts were reviewed by the Board all sound.

IV. Financial Report – Paul Augello

- Finances are sound and in good standing, the school is ending the year strong.
- The 2018-2019 budget currently presented was approved subject to changes in executive session Motion was made by John second by Priscilla all unanimous in agreement.
- May Financials – YTD actual revenue approximated budget. Savings generated from salaries.
- Salaries were reviewed by Ms. Hey and Elvira Barone, subsequently changes were added to the budget. Additional clerical salaries will be reviewed by the board.
- 2 TA positions to be added to the budget as place holders in the event we need to hire.
- Excellent rating report impressed with the school savings of \$5 million dollars.
- Two visitors were introduced Ingrid Casio assistant to Paul and in charge of the SBCSICA in house audits and Brian Colon with Baird.

VI. Old Business:

- Elvira questioned procedures of the executive board elections. Are titles such as Board Chair, Co Chair etc. voted on annually? Do the School By-Laws reflect these procedures? Priscilla will furnish By-Laws and discussion will be held in the July meeting to add, edit or change By-Laws accordingly.
- Staff Manual Approval
- TA & School Aide Templates
- The Board of Trustees voted and approved the separation of Carmen Santos from the Board effective May 2018. Certified letter was sent and confirmed received.

VII. New Business:

Executive Session Commenced: 4:50pm

Actions Taken: Salary adjustment approved for Ms. Hey for the 2018-2019 academic year.

Motion: Elvira Second: Donald all in favor, unanimous.

Executive Session Ended:

Motion: Donald Second: Vera all in favor, unanimous.

Meeting adjourned :

Motion: John Second: Vera all in favor, unanimous.