



South Bronx Charter School for International Cultures and the Arts

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Meeting of the Board of Trustees Wednesday, June 7, 2017

Board Meeting Minutes

Start Time: 4:55PM

Board Members in Attendance:

Priscilla Ocasio (Board Chairperson)
Donald Mattson (serving as Recording Secretary)
John Potapchuk
Elvis Torres

Absent Board Members:

Carmen Santos

Non-Board Members:

Evelyn Hey, Principal
Delia Gonzalez
Paul Augello, BoostEd

Minutes:

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

- The minutes of the April 20, 2017 board meeting were approved. Motion made by **John Potapchuk** seconded by **Priscilla Ocasio**. Unanimous. (**Elvis Torres** did not vote due to absence at April meeting.)
- The minutes of the May 18, 2017 board meeting were approved. Motion made by **Elvis Torres** seconded by **Priscilla Ocasio**. Unanimous.
- There was discussion concerning the number of meeting and the meeting schedule for next year.

II. Principals Report-Evelyn Hey (report attached)

- Ms. Hey stated that the enrollment is currently 398. Attendance is currently 94%.
- The ACR visit was completed on 5/23. The head of charter schools in NYC was impressed with "Thinking Based Learning". Some corrections to the ACR report (board meetings) are needed.
- This Friday, (June 9th) will be the School Picnic (students and families)—will be held in park.
- Construction of the park will commence in either Fall (2017) or Spring (2018).

- There are currently 120 -125 students pre-registered for 2017-2018.
- Preference sheets have been distributed to teachers. Decision has not yet been made concerning retention of two teachers. Hiring TA's with a BA is also being considered.
- A Spanish language teacher is leaving, after 11 years, to go to a high school.
- Hiring a consultant to assist with charter renewal process and possible middle school expansion is also being considered.
- Passport to Broadway-June 15th (9:00AM) and June 16th (9:00AM and 5:00PM)
- Victoria Delgado will be hired (part time) as needed as a testing consultant or for translation services.

II. Operations Report (Evelyn Ramirez)-report attached

- The Bill payment list (May 18-June 7, 2017) was reviewed. It was clarified that the transfer(s) to Signature Bank was included. There was discussion and clarification of certain bills.

III. BoostEd's Financial Report (John Potapchuk in place of Paul Augello who was late due to a delayed flight)

- \$3,775.000.00 has been transferred to a Signature account.
- School financials looked good.
- There was discussion concerning Food Service Review.

IV. New Business:

- There was discussion concerning possible Board training possibly in the fall. There may be an off-site venue used.
- There was discussion concerning the Personnel Manual, specifically, clarification of vacation schedules and bereavement allowances.
- As of July 2017, summer vacations should be set at four weeks.
- Tuition reimbursement, for a letter grade of "C" should be eliminated.
- There was discussion re; teacher absence.

Paul Augello reviewed the budget for 2017/2018 based on an enrollment figure of 419. During the meeting, the Board discussed the draft FY 2018 budget in detail and asked questions and provided suggested changes to Mr. Augello. The Board approved the FY 2018 Budget, subject to incorporation of the changes suggested by the Board into the final budget document. It was suggested that Mr. Augello implement the changes and circulate a final version of the budget document to the Board. It was agreed that Mr. Potapchuk, as Chairman of the Finance Committee, would verify that suggested changes were incorporated into the final budget and confirm his approval to Mr. Augello and the Board prior to June 30th.

At 6:49PM, **Elvis Torres** moved and **John Potapchuk** seconded that the board go into executive session.

No actions were taken.

At 7:10PM, **Donald Mattson** moved and **Elvis Torres** seconded that the executive session end.

At 7:15PM, **Donald Mattson** moved and **John Potapchuk** seconded that the board meeting conclude.

Respectfully submitted:

Donald P. Mattson --Recording Secretary (serving as)

