



South Bronx Charter School for International Cultures and the Arts

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Meeting of the Board of Trustees Thursday, November 19, 2015

Board Meeting Minutes

Start Time: 4:59 PM

Board Members in Attendance:

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

Absent Board Members:

none

Non-Board Members:

Evelyn Hey
Stephanie Alves
Robert McLaughlin

Minutes:

Welcome: Priscilla welcomed the board members and attendees.

We will approve October's minutes at the next meeting.

I. Director of Operations Report- Stephanie Alves

- All vendor accounts are up to date.
- A list of paid vendors was distributed (attached)
- A transactions summary for Con Edison was attached. Although it says Con Ed, electricity is outsourced saving two cents a kilowatt-hour. John Potapchuk asked about the installation of new energy efficient lighting. Ms. Hey responded that the lights would be installed during the December recess. The rebate would be given to the school by the vendor.
- All Facility Inspections have been completed and the school is in compliance with fire drill regulations.

II. PTO Report- Dalia Peralta

- The next PTO Meeting will be on 11/25, at 9:30AM.
- Student pictures will be taken on 11/24.
- The school is involved with "Box tops for Education".

- The balance in the PTO account is \$1,143.36.

III. Principals Report- (attached) Evelyn Hey

- The current enrollment is 444. A student was re-enrolled from North Carolina and three were admitted from local public schools.
- Attendance is 95%.
- The C/O (Certificate of Occupancy) has been received.
- A letter will be sent to the DOE for site consideration if a viable site is not found. Leasing of a site for the middle school could cost up to \$800,000. Food (breakfast and lunch) will be satellite to the new site.
- The school will be informed if the Middle School application will be approved by January 2016. If approved, grade 6 (2016/17) school year will be housed in the current building.
- \$32,000, held by the bank, has now been released. There is now \$65,000 available for the library. Books will have to be categorized by genre and then scanned.
- Attendance is not recorded using ATS (Automate the Schools) because ATS reflects the Jewish holidays (school closed) and other differences in days of attendance.

IV. Victory Financial Report - (attached)

- The financial report was given by John Potapchuck for Paul Augello. A copy was distributed and reviewed. Current cash in the bank is 5.3 million. Current income is \$353,000.
- Robert McLaughlin reviewed the initial audit report.

V. New Business-

- Priscilla Occasion mentioned Nancy Diaz as a possible new Board member but this has been delayed due to illness.

At 5:33PM, **Carmen Santos** moved and **John Potapchuck** seconded that the board go into executive session.

There were no actions taken during executive session.

At 8:42PM, **Elvis Torres** moved and **Carmen Santos** seconded that the executive session end.

The regular session of the board resumed at 8:43PM.

- A resolution was made that Ms. Hay's contract be extended from July 2015 to January 31, 2016. The motion was made by Elvis Torres and seconded by Carmen Santos
- **John Potapchuck** moved and **Dalia Peralta** seconded that the meeting be adjourned at 9:01PM