



South Bronx Charter School for International Cultures and the Arts

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Meeting of the Board of Trustees Thursday, April 20, 2017

Board Meeting Minutes

Start Time: 5:50PM

Board Members in Attendance:

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

Absent Board Members:

Carmen Santos
Elvis Torres

Non-Board Members:

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

Minutes:

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

- The minutes of the March 2017 meeting were approved. Motion made by **John Potapchuk**, seconded by **Donald Mattson**. Unanimous.

II. Operations Report (Evelyn Ramirez) report(s) attached

- Ms. Ramirez reviewed the Bill Payment List for 3/24/17-4/20/17.
- A financial report for uniforms was distributed. There is currently \$10,272.73 in unsold uniforms.

III. Principal's Report: (Evelyn Hey)—report attached

- Ms. Hey stated that the possible enrollment is 402 students and attendance is currently 94%.
- An awards program has been instituted to improve attendance. A candy incentive will be in place for the month of May and a possible bowling trip in June for students with 100% attendance for the school year.
- Ms. Hey also reported that the **ELA** (English Language Arts Assessment) was administered on March 28th, 29th and 30th (untimed). There was an increase from three to five selections on the third grade test. The NYS Math Assessment will be administered to grades 3,4 and 5 on May 2nd, 3rd and 4th.
- The student selection lottery for the 2017-2018 school year was held on April 3rd. Currently, there are 75 students registered for kindergarten.

- A letter of response for the “foil request” was distributed. (Attached to minutes)
- NYC Build NY will soon make a visit to the school.

IV. BoostEd Financial Report (Paul Augello)-reports attached

- After discussion, it was decided that we would transfer money (\$3,500,000.00) to a one year CD with Signature Bank. This account will yield 1% interest (per annum). The process to transfer the majority of the School’s operating cash accounts from Chase to Signature Bank will take 2-3 months. This change is expected to improve services as well as generate an incremental \$37,000.00 in interest income each year. Motion to change the School’s primary banking relationship to the Private Client group at Signature Bank made by John Potapchuk, seconded by Priscilla Ocasio. Unanimous.
- The school will retain a small account with Chase Bank.
- The school remains in positive financial shape based on a review of the March YTD financial statements. Latest billable enrollment is 410.00
- Utility bills were higher due to winter weather and due to late receipt (post office) of mail. Security payment (30,000.00-40,000.00) for ConEd was discussed.
- There will be a projected revenue increase of \$400.00 per student for the next school year (2017-2018). Mr. Augello indicated that he would provide a preliminary draft of the FY 2018 budget at the next meeting.

V. Old Business

- None

VI. New Business

- None

At 7:00PM, the Board went into **Executive Session**.

Motion was made by **Donald Mattson**, seconded by **John Potapchuk**. Unanimous.

Actions Taken: None

At 7:27PM the Executive Session ended.

Motion was made by **John Potapchuk**, seconded by **Donald Mattson**.

At 7:30PM, Priscilla Ocasio moved and John Potapchuk seconded that the Board meeting conclude.

Respectfully submitted:

Donald P. Mattson
Recording Secretary (serving as)

Next Meeting: May 18, 2017