



Board of Trustees Meeting

Location: New Dawn Charter High School, 242 Hoyt Street, Brooklyn, NY 11217

Date: Tuesday, September 25, 2018

Time: 2:30 pm.

Present: Mr. Ronald Tabano, Mr. Les Winter, Ms. Darlene Anderson, Dr. Phil Weitzman

Absent: Ms. Jane Sun

Staff Members/ Visitors Present: Dr. Sara Asmussen, Dr. Lisa DiGaudio, Ms. Amanda Morton, Mr. Jose Obregon, Ms. Donna Lobato, Mr. Sanman Thapa, Ms. Fara Badrieva, Ms. Elizabeth Kipps, Mr. Kevin Benoit, Ms. Rivka Miller, Mr. Adeshola Logunleko, Ms. Lori Aideyan, Mr. Beau Bernis, Mr. Daniel Augustin, Ms. Lisa Awano, Mr. Steven Sedereas

Mr. Tabano called the meeting to order at 2:30 pm.

I. Resolution: Minutes July 2018 Board meeting and August Executive meeting

Motion: Mr. Tabano motioned to approve the July 2018 minutes and the August 2018 Executive meeting minutes.

Motion Seconded: Ms. Darlene Anderson

Board Vote: Approved Unanimously

II. Update on New Board Members

Dr. Asmussen stated that she is still waiting for documentation from two of the new board members but she expects it to be forthcoming soon.

III. Introduction of New Staff

Mr. Ron Tabano asked Dr. DiGaudio to introduce the new staff members. Each person explained about where they came from and a little about themselves.

Adeshola Longunleko – Aspiring Teacher (Math)

Lori Aideyan – Aspiring Teacher (Humanities)

Beau Bernis – SPED teacher

Daniel Augustin – SPED teacher

Rivka Miller – College and Career Readiness Manager



Kevin Benoit – Internship Coordinator
Elizabeth Kipps – Internship Coordinator
Lisa Awano – Writing Teacher

The board welcomed the new staff members and wished them success in their new positions at New Dawn Charter High School. Dr. Asmussen reminded the board that New Dawn Charter High School experienced very little teacher turn-over since the last school year; turn-over was mainly support staff. The teaching positions were the result of either increased positions or teacher promotions.

IV. Discussion of Bond Materials and Contracts – Steven Sedereas, Attorney at Law

Dr. Asmussen asked Mr. Steve Sederas to speak on Bond materials and contracts. Mr. Steve Sedereas provided the following:

1. Presented the Board with an update regarding the organizational structure of New Dawn Charter High School and the need to advise IDB, Build NYC and Ziegler of New Dawn’s intention to open another charter school in Queens.
2. Reviewed the following Build NYC Bond documents with the Board: Indenture of Trust, Building Loan Mortgage, and Loan Agreement. Answered Board’s questions and concerns regarding the documents, including the various funds that will be set up via the Indenture and their specific purposes.

Mr. Sedereas also re-assured the board that it will be made clear to Bond holders and lenders that New Dawn Charter Schools will not co-mingle funds and that he will prepare statements regarding such that will be brought to the attention of Ziegler. Mr. Winter raised a concern about sharing the same board of directors with the new school that may legally bind the schools. Mr. Winter asked what both schools can do to insulate their assets. Mr. Tabano also asked Mr. Sedereas to elaborate on asset insulation for both schools. Mr. Sedereas stated he would further investigate mechanisms that would provide this insulation. All agreed that, obviously, the situation is more complex for both schools as far as potential liabilities.

Mr. Sedereas also spoke about establishing certain funds at the outset. These funds include a general project fund that will be used to place payments into. Mr. Winter also indicated that we should not pay sales tax for any building materials and that the title transfer tax is the seller’s obligation. Mr. Winter also indicated that New Dawn should not be paying the mortgage recording tax. Mr. Sederas also spoke about other funds that



need to be established such as the sinking funding account, the rebate fund, the debt service fund, and the replacement fund.

Ms. Darlene Anderson asked that when Lawyer’s Alliance finishes reviewing the New Dawn Charter High School bylaws, that Mr. Sedereas review them.

V. Contract Discussion

Mr. Tabano informed the board that after review of the contract bids, it is clear that Benchmark is the best choice for the job. The company has come back with high ratings from several sources in the construction industry and from former clients. Benchmark was also more thorough in their presentation and discussed issues that others bidders did not. Additionally, Benchmark has accomplished bigger and more complex construction jobs in NYC in comparison to the other bidding companies.

Motion: Mr. Tabano motioned that the board approve and accept Benchmark as the construction management company for the renovation.

Motion Seconded: Mr. Winter

Board Vote: All members unanimously voted in favor.

VI. Resolutions: Vendor Contracts

The following vendor contracts were presented by Mr. Tabano to the board for their review and approval:

Kleanix, Inc. – custodial maintenance contract (currently used by the school)

Motion: Mr. Tabano moved to approve the Kleanix, Inc. contract as presented to the board.

Motion Seconded: Mr. Les Winter seconded the motion.

Board Vote: Unanimous.

Accounting Solutions – accounting firm contract (currently used by the school)

Motion: Mr. Tabano moved to approve the Accounting Solutions contract as presented to the board.

Motion Seconded: Mr. Les Winter seconded the motion.

Board Vote: Unanimous

CPS – Engineering Company



Motion: Mr. Tabano moved to approve the CPS contract as presented to the board.

Motion Seconded: Mr. Les Winter seconded the motion.

Board Vote: Unanimous

GVK – Architect Company

Motion: Mr. Tabano moved to approve the GVK contract as presented to the board.

Motion Seconded: Mr. Les Winter seconded the motion.

Board Vote: Unanimous

Metropolis – Zoning Expediter

Motion: Mr. Tabano moved to approve the Metropolis contract as presented to the board.

Motion Seconded: Mr. Les Winter seconded the motion.

Board Vote: Unanimous

VII. Finances

Dr. Asmussen presented the monthly financials to the board. She commented that she asked Ms. Rasheeda Jackson, from Accounting Solutions, that going forward Ms. Jackson separate any expenditures for the building in future financial reports. Mr. Winter reminded the board that it is crucial that the school maintain its enrollment to maintain solvency in the near and long term. Dr. Asmussen also indicated that the audit report will be available in two weeks.

Motion: Mr. Tabano motioned to accept the monthly financials.

Motion Seconded: Mr. Darlene Anderson seconded the motion.

Vote: The board unanimously voted.

Mr. Tabano asked the board to consider and accept IDB Bank’s condition to not co-mingle loan monies with the new school’s monies/assets as a condition for the Bridge Loan.

Motion: Mr. Tabano motioned to accept IDB Bank’s condition to not co-mingle loan monies with the new school’s monies/assets.

Motion Seconded: Mr. Les Winter seconded the motion.



Vote: The board unanimously voted to accept IDB bank's condition.

VIII. School Updates

NDCHS – Brooklyn

- 1. Summer school Regents.** Dr. Lisa DiGaudio reported that Summer school was very successful. Additionally, the school has increased its Regents proficiency rates. She informed the board that 70% is now the new passing grade for Regents. SPED students will still be allowed to achieve 55% to pass.
- 2. Annual Report.** Dr. Asmussen also informed the board that the school is making steady progress towards its passing rate goals. The school met the Algebra Regents goal whereby 79% of all those students who took the test passed. Living Environment Regents was the exception and the school will continue to work to improve those pass rates. All other Regent goals were met. This data will be updated with the August Regents results by November 1.
- 3. Student Status.** Dr. Asmussen reported that the number of students with IEPs has decreased by 2% (38% down from 40%) but that we are still enrolling students so that number is expected to increase.

NDCHS – Queens

- 1. Facilities.** There are two potential rental sites for the new school. Brokers are still working on other sites as well. Dr. Asmussen informed the board that there will be \$1M dollars in facilities funding to the new school from NY State for rental expenses. This was money denied NDCHS—Brooklyn due to the fact we opened with all four grades rather than adding one grade every year. This is why NDCHS—Queens is opening with only a 9th grade cohort.
- 2. NYSED Expectations.** Dr. Asmussen informed the board that SED has monthly status calls with new schools. During the last call it was suggested that schools get their policies and procedures to the State prior to Board approval in the event there is a need for changes.
- 3. Medical Agreement.** Dr. DiGaudio is working on an agreement with CityMed MD to establish a triage line in lieu of a traditional nurse at the school.



IX. New Business.

Next board meeting is scheduled for Tuesday, October 23, 2018

X. Adjournment

Motion: Mr. Tabano motioned to adjourn the board meeting.

Motion Seconded: Mr. Les Winter seconded the motion.

Vote: The board unanimously voted to adjourn at 4:01 P.M.

The Board then moved into Executive Session.

The purchase of 242 Hoyt Street was discussed.

The Executive Meeting was adjourned at 4:19 p.m.

The next New Dawn Charter Schools Board Meeting will be held at 242 Hoyt Street, Brooklyn, NY on Tuesday, October 23, 2018.