



## **Board of Trustees Meeting**

**Place:** New Dawn Charter High School

242 Hoyt Street

Brooklyn, NY 11217

**Date:** July 25, 2017

**Time:** 1:19 p.m.

**Present:** Ron Tabano, Dr. Phil Weitzman, George Crowley, Leslie Winter

**Staff Members/ Visitors Present:** Donna Lobato, Zac Flory, Melissa Wilson

Having a quorum, Ronald Tabano called the meeting to order at 1:19 pm.

### **I. Resolution- June Minutes**

Phil: Under the board of trustee's elections. Number 4, we also elected new officers. Les: Congrats. Phil: So we reelected some officers and elected new ones. Mr. Tabano requested a motion to approve the minutes.

**Motion:** Ron Tabano moved to accept the June minutes.

**Seconded:** Phil

**Vote:** Unanimous

### **II. Financials- Ron Tabano**

#### **A. Audit Updates**

Ron: Sara said there will be a phone meeting with the auditors. It'll be with the finance committee. She will send out an email with follow up information.

#### **B. Bank Accounts**

Regarding the bank accounts, she said she opened up an account with Investors Bank; 1.6% at 18 months. She has other opportunities at TD and IDB bank. However, she spoke with Les and he suggested that she take a look at Vanguard. I think what she is asking for is a resolution to investigate other avenues, for investing the money into CD's. George: I thought it was to approve Vanguard, because this changing from bank to bank is crazy.

Ron: Then, the resolution will be that she pursues the CD's with Vanguard. Phil:

Pursuing insured CD's are fine with me, but I don't think we should make any deposits



into the brokerage account directly. In other words, it has to go immediately into insured CD's. Les: Is that actually the case? Phil: The point is... I don't want it to go into the brokerage account. How much money are we talking about? Les: \$ 4 or 5 million, right? George: Well... we wouldn't put it in all at once. We would put it in periodically and have it moved to the CD. Phil: Where is it, is it in our checking account? Ron: Right now, it is probably in our checking account. Phil: See... that's not insured. George: No. Well that's the idea to get it into an insured account. Les: When do we make our deposits for the building? Ron: That could be soon. Les: We need a schedule. G: We could do 6 months/ 9 months. Phil: We should be using our thing within 6 months right, our deposit money? George: No Ron: There is still going to be money that needs to be deposited. Les: It wouldn't matter. If you think you're going to have a date certain, near term. There isn't much of a difference. George: And the rate isn't all that different. I just want two things; Get it out and get it insured. Les: One question for say is Phil's question. If you make your deposit at Vanguard through the company are you limited to a ¼ million when you go into the CD? I'm almost certain you're not. But, that's your question, right? Phil: No. My question is you're depositing money in a brokerage account and that is not insured and only backed up by Vanguard. Then it goes at some point into insured CD. I'm worried about the interim until it gets into those CD's. Les: So, Phil's question for Sara is about insurance. I think they have \$20M in insurance. We could collect from the insurance company. Phil: Those companies had trouble in 2008. FDIC managed to get through it though. Phil: If we have a dispute with Vanguard, We'd be signing and I can't participate in that arbitration with Les: Wasn't that just altered recently? Phil: I think it has to do with the class action. Les: Well we have you in our back pocket. Ron: So, I guess we do a motion to go through the process with Vanguard.

**Motion:** Ron Tabano moved to do the paperwork with Vanguard.  
**Seconded:** George  
**Vote:** Unanimous

### **III. School Updates- Donna Lobato and Zac Flory**

#### **A. Staff Resignations**

Donna: We have some resignations. A lot of these are really life changes. Now that we hit our 5 yr. some of our staff has some life goals. One of them is Dumar. He put in his resignation on the 28<sup>th</sup>. He's going to achievement first. So he's moving on. We have interviewed several candidates. We actually had some arguments about which we wanted. These people are very strong in internship and college readiness. We're going through references. That should be done by the end of this or next week.

Les: There is no possibility of hiring two people? Because there is a lot of work in that position. Ron: No, I think she wants two people, just not in that position.



Donna: Tameka is also leaving. She is going to Rhodes... now Aimes. Ron: Their charter was going to be revoked, but instead they brought in new staff. New Visions took over the school and Tameka was selected for the Bronx location. Donna: That was one of her goals. One global teacher is also leaving. He has a position closer to home. A counselor also resigned, this was a leave replacement for Chelsea. So it was always a temporary position. She took a position on LI. We have interviews lined up. She will be very easy to replace. Taylor, our English teacher who has been doing internship papers, is moving back up to Syracuse. I'm really upset. Ron: He's been here a long time and is also the coach of the basketball team. Les: Will this affect our win/ loss record? Donna: We also have candidates for that. We're still going through the process for that.

### **B. New Positions**

Donna: We have new positions opening up. Tameka's position, one is an IT position. I think you know someone, Ron? Ron: Sara asked if I could have my IT guy. My guy came in and saw everything and said it's a mess and requires a lot of attention. He was actually surprised that you guys have been able to function! Sara wants to bring on an IT person, who can take a look. It's a good time to have someone look. She's got about 30 resumes and Thomas who is my IT person, said they selected about 7 or 8, who might be suitable for the position. Donna: We definitely need it. Also we have a Director of Operations position available. Since Inessa left, that position has been open and we have such a strong need to hire someone. We really need the help; especially with buying the building, with real estate and many other functions. We have several strong applicants coming in for that. They're scheduled for this week and next week. Ron: Yeah, I think we've noticed and spoken about this before that Sara has too much on her plate with the building with all of that. And a Director of Operations makes a heck of a lot of sense. I think she can certainly use the help and she has the lines for it. It'll make things a lot easier. Donna: Also, although it's not a new position, we're still hiring new SPED teachers. We actually have some great candidates and we offered one the opportunity. Phil: She's certified? Donna: It's the first thing I asked, and then I go to look it up. So, absolutely, that's what's going on staff wise. Les: So what's your title here? Donna: SPED Coordinator. Les: You're also acting in part like HR? Donna: Not HR, no, but we all do the interviewing. If Michelle did it, she wouldn't be able to because she doesn't know all our schedules. It makes a lot of sense. Ron: You have a SPED candidate? Donna: Yes, we have two! Ron: Great, because I remember these were the slots that were hard to fill. Donna: Yes, one we're offering and another we're going to bring in for next week. Les: So, you saw what Phil put together in terms of pensions comparable to DOE? Donna: No. I don't think so. Les: You haven't seen it?! Interesting... because it could potentially be very useful candidates making a decision. And everyone on staff here should know about it! There really isn't much of a difference between the first 10-12 years. The first 10-12 years are better than what you get with the Department of



Education. Although 20 years might be different. Donna: I know it wasn't in the last presentation... did they go over that? (Asking Zac) Les: The pension here vs. the DOE is one of the reasons we lose teachers, we've done a comparison and the comparison looks favorable for about the first 10 years. Donna: So... you're saying that we've done a comparison Les: Yes and the comparison looks favorable for at least the first decade of working here. Donna: Yeah, that would be a nice idea to share that! Les: You can always explain this to them. Donna: I certainly will have this conversation with Sara! Ron: Does the sped candidate have dual certification or just SPED? Donna: No, they're both general, but I have to check. One might be in the process of doing the English; the other one I know is just straight SPED. But both of them have worked with this population before and they're both High School. A lot of times we get people who have been working in Elementary or middle school. And even those with High School experience, it's still not the same. But these two completely get the population. Ron: This is a good pick up. It's very hard to get, so... things are looking good. Darlene: A couple of questions. Mr. Paden, when did you say his last day was? Donna: The 28<sup>th</sup>. Darlene: I know you all have a collaborative effort, but, who is going to be covering that position? Who is going to shadow that person until...? Donna: No Dumar said he would be available, absolutely. Darlene: Even with the person's resources, he does a lot. Have the kids been notified as of yet? Donna: He's been telling people. When we came back from break in the summer, he was telling people. Darlene: And how are the seniors? Donna: They're good, because they're in transition as well. Darlene: Final question, Rudy, the coach, he actually was the assistant to Mr. Paden in the internship? Donna: Yes. Darlene: But he's no longer in that position? Donna: Right, he's only the coach. Yeah so things are moving along.

### **C. Summer Regents**

Zac: We're coming up pretty quickly on summer regents. They're going to be August 16<sup>th</sup> and 17<sup>th</sup>. Things are going pretty smoothly and we are expecting similar results. Les: So, I think Donna mentioned about 60 students or so? Donna: Yeah, that's the last I heard. Zac: I think because of our June scores, we're going to have a lower number for summer. As summer is typically lower, which is standard. Donna: We expect about 45ish out of 60 students. Les: So normally you have 45, that's what you're saying Donna: Yes. Well... for summer yes. Les: Will it be the same? Donna: Yeah. Les: Zac, how many students do you have that are not taking the regents? Zac: 10. Les: You only have 10 total students? Zac: No, I have 30 students total Les: So, 20 are not taking them, 10 are? Zac: Yes. George: Will any students graduate? Donna: Yes, I have to look it up really quick. Let me take a look. Donna: Yes. I think we have probably have a good 10-12 graduating. Phil: So, will they be included in the ceremony next June? Zac: Yes, They have already been included. We typically include August and January graduates as well at June's ceremony. Phil: And January? Zac: Yes, so they don't have to wait 6 months, then have to come back in June. Les: If a student acts out more than normal, can you refer



them to any professional? Is there someone on staff we can refer them to? Zac: Yes, we have counselors for that; Chelsea, Sanman and Dylan. They have a room with a calming atmosphere. The first line is to speak with the mentor. Each mentor has about 10-12 students that they are assigned to and build relationships with. That's the first step and if it requires further intervention, then they will be referred to one of our counselors. Les: Next question, Do you think things can be done that would affect the students in a positive way, regardless of cost, that you might think can be added? Donna: I would say yes and no. If a need is really extensive, like... let's say someone needs psychiatric help; this really wouldn't be a school based need it would be outside of our realm. That would be on the outside, because the purpose of school intervention is to increase school function. I think we've accumulated so many resources for outside. But a social worker can assess the student's needs. But we really you have no idea. It is not a school based need, but that would be on the outside. But I think adding someone in wouldn't be necessary. We're pretty quick as a group and we can get support from the outside. But bringing someone in, I don't think will be good. Mariah Smith is working with parents and students and it has been working out and we kind of forced her to go get a counseling degree. She's doing family and marriage, so... it's working out. Les: I'm anticipating in two or three years, once we have financing and purchasing of the building under control, if there was additional funding available, will that come to pass? Donna: I think that is a discussion that I would like to have with the rest of the administration team. It may be appropriate. Les: I like all of you discussing it and coming back to us with that info. Donna: Coming back to the question about summer graduates... we have 16, that's what's on paper. Ron: Zac, anything else? Zac: No that's all I have. Ron: This year the regents are split pretty well. Donna: Is it, I didn't know? Ron: The state is not into August regents, they don't even do it. It is a very intense, long day; you could be here until 7 or 8 at night. But it is better this year. Ron: Ok thanks, Thank you both.

#### **IV. Agenda Items for August Meeting**

The next thing on the agenda, in addition to the review of the 5 yr. report and the discussion of the building meeting, does anyone want to add anything? George: So, this 5 yr. report isn't until next week? Ron: Yes, you'll have it and she said she'll discuss it next month. LES: Approach I gather is below. It says board oversight governance. It doesn't suggest what it is we're supposed to do. Phil: It does, clear expectations of graduation. That's the specific suggestion they make. Ron: Then there is a summary. Les: So, you're (Ron) going to make sure we do what is required? Ron: Yes, Sara is going to bring this up in the next meeting in August. George: Is it normal to wait until the end of September to issue the report? Ron: It could take forever. They're notorious for being untimely and with enormous delays. And if you have any contention, that delays it even more that of course puts it back even further. Part of it is that we questioned some things,



and it worked to our benefit, so take your time and get it right. Anything to Add for August? We need to look at a date I guess.

**V. New Business**

Les: New business, I was wondering about the outside back area, that 1,000 sq. ft. Can we get an estimate on maybe a glass frame on top of that? Ron: They're looking into enclosing it somewhat; so that they can use that space. Most every use was not practical. They are looking into the feasibility of doing that. Darlene: Are we meeting new staff in August or September? Ron: September, I guess. Darlene: So, the contracts would start in September? When's the first day? Ron: September 7<sup>th</sup>. Donna: I think it's a Tuesday, but I have to look at it. Les: We lost 2 board members. What are we doing to replace them? Ron: Sara has approached the law firm and asking if they have recommendations from their business dealing and she approached some other organizations. George: I thought you said the accounting firm. Ron: Yes and the accounting firm. Les: So she wants someone that does accounting, she also would like someone in the legal field. Les: You two going to be out of a job? George: That's fine with me. Ron: That's not the intention! George: As I told Ron last meeting, my time to be renewed was there, if it had kept up, I was about ready to call it quits. Ron: Any other items? George: Are you going to set the date? Phil: I will be gone at the end August for a few weeks and I like also like to request that no other meeting be scheduled before 1. Ron: This is an exception because it is summer time. George: What week is the school closed? Ron: The last day is technically the last day of the regents which is the 17<sup>th</sup>. I will be in Denmark the 21-25. Our kids will participate in the world food summit. They're actually going to work with master chefs. I wanted the chef to go, but they said I had to go. The 4 top students are going. That wk. is when we're supposed to me. I don't know when the next meeting will be. Let's hold off until we get an email from Sara, because she might not be here either. Phi: I won't be here end of August to September. Les: I should be good. George: Me too. Ron: Ok Thanks. Darlene: The 22<sup>nd</sup> is off the table? Ron: Leave it there and I'll discuss.

**VI. Adjournment**

**Meeting was adjourned at 2:03 pm.**

**The next meeting will be held at 2:00 p.m., at New Dawn Conference Room, on August 15, 2017.**