



Board of Trustees Meeting

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

Date: May 23, 2017

Time: 2:17 p.m.

Present: George Crowley, Leslie Winter, Dr. Phil Weitzman, Samir Souidi, Darlene Anderson

Board Members Absent: Esosa Ogbahon, Ronald Tabano

Staff Members/ Visitors Present: Dr. Sara Asmussen, Dr. Lisa DiGaudio, Melissa Wilson, Michelle Millan, Jessica Morales, Jeffrey Girsky, Maximo Pimentel, Brian Rooney, and Susan Johnson

The meeting was called to order by Mr. Winter at 2:17 p.m.

I. Resolution: Minutes from April's meeting

Mr. Winter asked if everyone had the opportunity to review the minutes and if there were any questions, or revisions. Dr. Asmussen reported on the changes and Mr. Winter requested a motion to approve.

Motion: Mr. Crowley moved to accept the April minutes as corrected.

Seconded: Dr. Weitzman seconded the motion

Vote: Unanimous

II. Financials

A. Monthly

Dr. Asmussen reported the reason for the overspending on technology. This was because all technology was categorized into one line item. This has been remedied on the current budget and will be accounted for in the proposed budget for 2017-2018.

B. Comparison

Mr. Crowley has some minor corrections about the comments in the Comparison Report. Dr. Asmussen stated those would be corrected by the next meeting. There was then a discussion about depreciation. Dr. Weitzman wanted to know about the discrepancies. Mr. Crowley stated that the accountants had taken the full amount of depreciation out at



the beginning of the year and thus would not be showing on the monthly. The accountant reported she could redo the report, Mr. Crowley stated it was fine the way it was because it always balanced on the end of year audited financials.

C. Final Questions Re: 2017-2018 School Year Budget

There were a number of questions around the potential building costs. Dr. Weitzman asked specifically about the payment on the Debt Services for the bond and the payment on the interest. A full discussion was held around this. It was decided that Dr. Asmussen would contact the consultant and get updated numbers for the proposed budget. There was a discrepancy between the amount on the bond financing spreadsheet and the proposed budget of \$200,000. This will be resolved by the next meeting.

Dr. Weitzman also asked about increasing the amount of money the school contributes to the 403(b) plan. Dr. Weitzman suggested that we develop a plan that competes with the city. There are very specific items which we can offer that the city cannot in the areas of amount of time until vested, portability, and our match and contribution.

There was a discussion around the line item for internship stipends. Dr. Asmussen will be reviewing this for the next submission. Mr. Crowley also asked for Dr. Asmussen to further examine the number of students the budget is based on.

III. Contracts: Michelle Millan

A. Health Insurance

The meeting was then turned over to Ms. Millan who introduced Jeffrey Girsky and Maxmio Pimentel from Blue Ocean Wealth Solutions a member of the Mass Mutual Financial Group. They presented the services they offer in terms of becoming our Health Benefits Broker. They had met with the Insurance Subcommittee several times of the past year to discuss what they offer. Jessica Morales was in the meeting representing the Insurance Subcommittee.

Mr.'s Girsky and Pimentel discussed their personal bio's as well as their current roles at Blue Ocean. They further discussed what they could offer as our health brokers. They explained that we are only eligible for a small number of choices within health insurance due to the size of our staff. These plans would be the same across all brokers, the difference would be the services which they could provide. They can do staff training in a variety of areas, and they can come out and meet either with groups or one-on-one depending on the needs of the school.



Ms. Millan discussed the reasons we may need to change brokers at this point. If we leave our current payroll provider, we really should change brokers as well.

It was further explained that there would be no costs to the school for their services, they are paid by the health insurance companies. Mr. Girsky further explained that Department of Labor had been planning on increasing the standards under which companies such as theirs work, providing protections to clients. Due to the current administration, this will not be implemented as expected. However, Mass Mutual has already internally implemented all the safety nets because they are concerned about client satisfaction and providing good services.

Mr. Pimentel discussed the 529 Plan for educational savings. They offer seminars around plans such as this for employees at no cost to the School. They want to work with New Dawn to create a culture of respect for employees through offering good plans be it health, savings, education, and they could even look at our 403(b). He also discussed the Life Bridge plan which is free life insurance for 10 years for anyone who makes \$40,000 or less. This is to insure that the children of employees at the lower end of the pay scale are covered for college in the event of a loss of parent.

Even though Mr.'s Girsky and Pimentel were not here to discuss the 403(b) plan, there were questions from the Board around this plan and our options. Questions ranged from the costs of such plans, to our ability to contribute through either contributions or matches for those staff who do contribute. It was decided that we needed a full analysis of what our plan offers and the differing cost.

In order to move our discussions around the 403(b) plan along, Mr. Winter asked if Dr. Weitzman could develop a one-page submission which would compare what we could offer to what the city offers. We will discuss at the next meeting.

Mr. Winter thanked Mr.'s Girsky and Pimentel for their presentation.

B. 403(b) Plan

Ms. Millan then introduced Brian Rooney and Susan Johnson from Mutual of America who currently oversees our 403(b) plan. The Board has several questions around length of time needed to make changes to the plan, such as changes in percentages and contributions—depending on when we make a decision it should be completed within a week.

Mr. Rooney discussed the fact that they do not work on commissions. Further, they have the same investment plans as do their clients. Some of their investment options are based on age and retire year basis which makes it easy for people who do not understand the



market to invest with confidence. He reported that they will come to the school as often as requested and that they are available to work one on one with any staff when needed—over the phone or in person.

Ms. Anderson discussed different ways of motivating staff to invest in their own future. One suggestion which will be followed up on in the next month, is to have Mutual come in during a professional development day and talk with staff both in groups and individually.

Dr. Weitzman asked if there were any impediment, legal or otherwise in the way we structure our plan. Mr. Rooney replied that there were no such impediments. This was followed by a discussion around whether we could identify certain employees to receive different benefits. Several members of the Board explained their philosophical reluctance in doing this since it creates different levels of employees. The consensus was we should not differentiate employees. This was followed by a discussion concerning the performance tests which are conducted by our payroll company every quarter. In these tests, there are assessments to ensure staff at all salary levels are participating and to ensure that those at the upper end of the salary spectrum are not being treated special. New Dawn has passed every performance test administered since starting the 403(b).

If the Board were to vote on a contribution on top of a match, they wanted to make sure that all staff understood this and had opened an account. Currently, we are at approximately 50% participation. Ms. Millan will work on this with Mutual of American over the next few weeks to increase enrollment.

There was then a discussion whether or not to have automatic enrollment at 1%. This means that whenever a new staff is hired, they are automatically enrolled in the plan at a 1% contribution rate. The new hire has 30 days to opt out of the plan. The Board will vote on this at the next meeting. Under this plan, there is usually a 20% opt out rate compared to our current 50% opt out rate.

Ms. Millan then asked about what happens with the non-vested portion of the plan when staff resign. Mutual staff explained that we have a credit towards the match. Ms. Millan pointed out this was not how our plan was written, that in fact that money is to go back to the other contributors plans. Mr. Rooney said he would follow up with Ms. Millan on this after the meeting.

Mr. Winter thanked Mr. Rooney and Ms. Johnson for their presentation.

C. Paylocity vs. ADP



Ms. Millan discussed the issues around changing our payroll carrier. A discussion was held concerning the pros and cons. There will be a vote at the next meeting.

D. Cleaning Services

Ms. Millan discussed the fact our current contract comes to an end on July 31. Our current provider has informed us that they cannot keep up with the demands of the school now that our long-term janitor has resigned his position. They will be sending us an updated proposal. In the meantime, two other companies have submitted bids: Kleenix and Executive. Ms. Millan discussed the pros and cons of each company. The AC bid will be distributed to the Board before the next meeting.

All companies work in other schools and charter schools and have references. Both companies will do daily cleaning as well as deep cleaning after the school is closed on a regular basis. Both submitted detailed contracts.

E. Security Services

The three security services, Bridges, Epic, and Allied. The pros and cons were discussed. A vote will be held at the next meeting.

IV. Renewal Update: Sara Asmussen

A. Regents Visit

Ms. Anderson discussed Regent Cashin's visit last week. She reported that it was amazing, teachers were asking open-ended questions in every single class, and there were many open-ended discussions going on throughout the school concerning bullying, political issues, and scientific concepts. She reported about how students responded to Regent Cashin's questions about what they were learning. She reported it was a great walk through and she truly enjoyed it.

V. School Update

The main part of this presentation will be moved to the next Board meeting due to the importance of the topic and the limited time left for the meeting.

Dr. DiGaudio reported that New Dawn was going to have the first Annual Expo on Friday. During the Expo each teacher or content area, is to have a presentation by students. Zero Waste and Horticulture will also have a presentation. The Expo will be held during 7th and 8th periods.



VI. Building Update

Dr. Asmussen reported that the architects, pre-costing construction consultants, engineers, and land use attorneys have all been to the school and are working on the proposal. Once this is completed, it will be sent to all Board members.

VII. Agenda Items for June's Annual Meeting

- A. Resolution: Nomination of Board members
- B. Resolution: Security Services
- C. Resolution: Cleaning Services
- D. Resolution: 403(b) Contributions/Matches
- E. Resolution: Health Brokers
- F. Resolution: Payroll Services
- G. Resolution: Proposed Budget
- H. Health Benefit Costs
- I. School Insurance Costs
- J. Principal Report on academic interventions
- K. Executive Meeting

VIII. New Business

Mr. Crowley ask if there was any new business. Being none, he asked for a motion to adjourn.

IX. Adjournment

Motion: Mr. Crowley moved to adjourn.

Seconded: Ms. Anderson seconded the motion

Vote: Unanimous

Meeting was adjourned at 4:30 p.m.

The next meeting to be held at New Dawn Charter High School, 242 Hoyt Street, Brooklyn, NY 11217 at 2:30 p.m. on Tuesday, June 20, 2017.