

**New Dawn Charter High School
Board of Trustees Meeting
Minutes**

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

Date: February 25, 2014

Time: 3:00 p.m.

Present: Sara Asmussen, George Crowley, Lisa DiGaudio, Michelle D. Millán, Samir Souidi, Ronald Tabano, Leslie Winter, Phillip Weitzman, Dana Trakhtenberg, James Walters

Arrived after meeting started: Andrew Stoyanoff, Kathleen Desai, Kate Connors, Matt Linden

Left Early: Dana Trakhtenber

Absent: None

Meeting came to order at 3:06 p.m. A quorum was present

I. Resolution: Minutes from January Meeting

Mr. Tabano asked if everyone was able to read the minutes and if anyone had anything else to add.

Motion: Dr. Weitzman motioned that the minutes be accepted as written.

Second: Mr. Crowley seconded the motion.

Vote: Unanimous

II. Resolution: Minutes from January Meeting

Mr. Tabano asked if there was a motion about hiring the attorney.

Motion: Mr. Winter motioned to have Shelly represent NDCHS in proceedings going forward.

Second: Mr. Crowley seconded the motion.

Vote: Unanimous.

III. NYSED Visit

The visit was canceled. Vickie Smith of the State Education Department was supposed to conduct the visit, but fell ill. The school wants to keep her as the lead person. Mr. Tabano

asked if the school was ready for the visit. Ms. DiGaudio said the school was ready, bulletin boards and rooms were completed.

IV. Financial

a. Year to Date Finance Report

Mr. Bahl was unable to attend the meeting. Mr. Crowley stated that footnote #2 on the Balance sheet is off by a month. Dr. Weitzman asked if the term, “net assets” is the correct terminology. Mr. Crowley stated that it should be revenue over expenses.

Mr. Souidi asked if a chart or graph can be included in the report because the formatting is difficult to read.

Mr. Winter asked about the differences between the columns of annual budget and projected budget. Dr. Asmussen stated that Mr. Bahl changed the budget according to his experience, but what was submitted was not changed. Dr. Weitzman suggested another column labeled “as submitted” be added.

Mr. Winter requested that percentages be added to the fiscal report.

Mr. Tabano asked for an update for ConEd. Dr. Asmussen stated that bill is in the public utilities commission; no response has been received yet. The school is currently paying the monthly agreement. There is \$30,000 in question; about \$5,000 of that is comprised of taxes and late fees.

Mr. Winter stated that the school is going to incur expenses when the school relocates. He asked if there is a breakdown of what the costs may be and why it’s not reflected in the budget. Dr. Asmussen stated that she will speak with movers to get an estimate for the move and set-up costs. Mr. Crowley stated that the school has reserved money for these costs in the budget. Mr. Tabano stated that the biggest expenses will be moving and setting up IT.

b. Investment Options

Dr. Asmussen has not been able to look into this yet; she will look into this within the next month.

Mr. Winter informed that money market accounts are assured up to \$10,000,000. Dr. Weitzman suggested the school stays with FDIC.

c. Retirement Accounts & Flex Spending (commuter)

These accounts have been all set-up. All but two staff signed-up for retirement account and about all but five signed up for the commuter account.

Mr. Winter asked Ms. Trakhtenberg and Mr. Walters if they signed up for the accounts and what were their feelings about it. Ms. Trakhtenberg stated that she was grateful for retirement plan, however, the presentation from Mutual of America wasn't informative and they didn't speak in a language that the staff understood. She also stated that she and other staff wished that the contribution from the school would have been a little higher. Mr. Walters stated that the commuter plan is great.

V. Facilities Report

Dr. Asmussen stated that she met socially the marketing person from Industry Cities. She will contact her and follow up with her response at the next Board meeting.

The minimum square footage required is 50,000. Preferably, the building should be one floor, but two floors is the max. Sunset Park goes as far 18th street.

VI. Principal's Report

a. Regents' results

The results were surprising and disappointing. Students did well on the writing pieces, as well as the DBQs in both Global and U.S. History. Students scored low on the multiple choice questions across the board. In order to address this, Regent Prep classes will be conducting low-key drills of five multiple choice questions and vocabulary practice. This will be done especially in the Global and U.S. classes because they are very content heavy.

In regards to the low test scores, Mr. Tabano stated that in some cases relatively new staff is part of the issue because you have to know and have experience with the test. He asked Ms. DiGaudio her plans to accelerate the experience so that when the tests are given in June that students do better. Ms. DiGaudio is incorporating the following five levels:

- Level 1: Regents classes will do five multiple choice questions in five minutes at the end of every class. Ms. DiGaudio meets with teachers every two weeks to discuss this data, so that they can look at it, relate it back to standards and see where the student's weaknesses are and time management skills.
- Level 2: Continue the work that is being done on writing. Based on the assessment, this is one of the things that worked, so it will continue.
- Level 3: Exam Replication. Every Regents level teacher is to give their students a regent's exam to take home and complete during their off-week. They'll be able to look at the data for those students who return it and put it into PerfPlus in addition to the five questions. This will build data which will be discussed in TERC.
- Level 4: Offering students afterschool intensive; having a day of just regent's prep.

- Level 5: Have significant push-ins from support staff organized by the Special Ed Coordinator. They've been conducting push-ins and pull-outs for those students who need the extra support.

Mr. Tabano asked how the plan is being received by the teachers. Ms. DiGaudio stated that everybody has high anxiety. There is a lot of stress. The HEIDI scores are involved and there is very strong accountability. Everybody worked really hard and the scores were very surprising and disappointing. The plan is to move forward and focus on the things that did work, like the writing.

b. Student Status

56% of the students have moved from "C" week to "A/B" week. Many of the junior class have been passing all their classes and will be eligible to graduate in June 2014 or January 2015.

c. Goals for Coming Year

Continue mapping work on the curriculum. Incorporating the modules for common core is a major initiative. Consultants from PICCS will be visiting in May.

Mr. Tabano asked Ms. DiGaudio about common core and the changes. The way common core was implemented was well handled at the State level but districts did not implement it as they should have and did not provide professional development around the common core. New Dawn has always used the Common Core in ELA and Math with corresponding professional development and will continue to implement more modules in other content areas as they are released by the State. It is a fight in many areas of the State. In Long Island they threatened to have the new Regent's that were up for election removed. The Governor is fighting back because tied into the common core is the teacher evaluations. He wants to make sure that testing and other measures are being used for the evaluation. His biggest concern is that we are not going to shy away from using test scores to evaluate teachers.

VII. New Business

Mr. Tabano asked if anybody had any new business; there was none.

Mr. Stoyanoff requested the board meeting be moved to 4:00pm so that teachers can attend. Board members stated that the designated time is based on their schedules and to ensure quorum it need to remain at the current time. Dr. Asmussen indicated that three teachers were given prep time during 8th period for the purpose of attending Board meetings. Mr. Tabano suggested that those three teachers can represent the rest of the teachers at the meeting.

VIII. Adjournment

Meeting ended at 4:11 p.m.

The next meeting is scheduled for Tuesday, March 25, 2014 at 3:00 p.m. at New Dawn Charter High School.