

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

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

Date: September 28, 2016

Time: 1:45 p.m.

Present: Ron Tabano, Samir Souidi, George Crowley,

Board Members via video conference: Phillip Weitzman, Esosa Ogbahon

Staff Members/Visitors Present: Dr. Sara Asmussen, Melissa Wilson, Michael O’Dea, Jennaye Brown, Rudy Asher, Joseph DiDomenico, Aldo Rrakulli, Victoria Draper, Sade Johnson, Ilham Boularhmane,

Board Members via phone: Leslie Winter called in at 3:00pm

Having a quorum, Ronald Tabano called the meeting to order at 1:45 pm.

Dr. Asmussen reported that new staff would be coming in during their prep periods to introduce themselves. Mr. Tabano welcomed the new staff Michael O’Dea (Aspiring Teacher), Jennaye Brown (College Readiness Coordinator), and Rudy Asher (PE Teacher) to the school. Each person introduced themselves and gave a short bio.

I. Resolution: Minutes from August Meeting

With no questions raised, Ron requested a motion for approval of August minutes.

Motion: Mr. Tabano motioned to accept the minutes to be approved.

Seconded: Dr. Weitzman

Vote: Unanimous

II. Election

Resolution: Change the total number of Board Members to 7 which would include Darlene Anderson, if approved.

Mr. Tabano requested a motion to increase the number of Board members to seven.

Motion: Mr. Crowley moved that the number of Board members be increased to seven.

Second: Dr. Weitzman

Vote: Unanimous

Mr. Tabano motioned to reelect everyone to another 1 year term on the board as per charter regulations.

Motion: Mr. Tabano motioned to reelect all current members to a one-year term.
Seconded: Dr. Weitzman
Vote: Unanimous

III. Contracts

a. Read 180 / Math 180

Dr. Asmussen discussed the use of READ 180 and the school's desire to continue to use the program as the title intervention program. Dr. Asmussen also pointed out that the same company has developed Math 180 which the school would like to purchase. Our ELA Regents exam scores show that at least 87% of all students pass the exam annually. Math scores are around 50%. We would like to use Math 180 with our lowest level students.

Mr. Tabano requested a motion to renew READ 180 and purchase Math 180.

Motion: Mr. Crowley moved to purchase Read 180 and Math 180.
Seconded: Mr. Ogbahon
Vote: Unanimous

b. Camera Installation

Dr. Asmussen reported on the Eagle Eye grant which we received (see below). Through this grant they will be installing a new camera system as well as 16 new cameras throughout the school.

c. Laptops/ Desktops

Dr. Weitzman raised questions inquiring about the specifications on these laptops and if the same specs or those of similar parameters were available on any less expensive laptops. Mrs. Wilson noted that the current quote included the best rate possible spanning all brands. The same holds true for desktops as well.

Motion: Mr. Tabano motioned to accept lowest bid on computers
Second: Mr. Crowley
Vote: Unanimous

d. NECSN (North East Charter Schools Network)

Dr. Asmussen stated that NECSN does a lot of advocacy for us with the state and we've always paid their advocacy dues. Dr. Asmussen suggested we continue to do that. NECSN is currently involved with Brown v. SED case and could end up with more equitable funding. In addition, they also work on facilities. Mr. Crowley wanted to know what type of services we would receive. Dr. Asmussen advised Mr. Crowley that we would be receiving PD. Dr. Weitzman was concerned if this was the only organization and also if they dealt with independent schools as well as charter. Mr. Tabano reported that this particular network is long-standing, with a history of influence and they work solely with charters. Dr. Asmussen further stated that after checking with the auditors, this would not be considered lobbying.

Motion: Mr. Tabano motioned to become part of the network and pay advocacy dues.
Seconded: Mr. Crowley
Vote: Unanimous

e. Eagle Eye Grant Award

Dr. Asmussen reported out on the \$4700 in cloud and camera equipment for our security which was awarded through Eagle Eye. Dr. Weitzman wanted to know if there would be a subscription cost and if so, how much? Dr. Asmussen said that there definitely would be starting in the 2017-2018 school year but if these costs were prohibitive, we could cancel the contract at that time. We are not locked into anything beyond the period of the grant award which is one year. If we do not like the service we can cancel at any time. Further, if the costs exceeded those allowed by our Financial Policies and Procedures, we would go through with the bidding process.

f. City Council Participatory Budgeting Grant

Dr. Asmussen just notified the Board that we would be participating in the City Council Participatory Budgeting process. We are looking at funding either a gym or renovation of the kitchen.

g. Parent Involvement Policy

The Parent involvement policy entails the fact that we were reassigned to a focus school status since our students do not graduate within 4 years. The Parent Involvement Policy must be updated as a result. The school is required to spend 1% of the Title funding on parent education.

Motion: Mr. Tabano motioned to accept the document as provided to the board.
Seconded: Mr. Crowley
Vote: Unanimous

IV. Financial

Financial Discussion

Mr. Crowley wanted to know why per pupil was so off budget. Dr. Asmussen stated that the previous invoices were missing individual student info therefore putting the budget off. However, Dr. Asmussen notes that the upcoming financials will have student information including SPED students. This should help to rectify this issue. Mr. Crowley had some concerns. He wants to know about the teacher's salaries and if we were utilizing all of our funds to find necessary pedagogues. In addition, Mr. Crowley wants to know what the "other school operations" line of \$200,000 was representative of. Dr. Asmussen stated that amount is related to student stipends. Dr. Asmussen stated that this year the janitorial contracted fees under the facility operations section had been moved to the "Other Contracts" line; however, this will be corrected and moved back under the janitorial fees section.

Audit Updates

The annual audit should be completed in the next week. Mr. Crowley asked that he get the information as soon as possible prior to the Audit Committee Meeting. The will need to be full Board vote by October 25 for submission by November 1.

At this point, more new staff joined the Board meeting to introduce themselves: Ilham Boularhmane (Math teacher), Joe DiDomenico (ELA teacher), Victoria Draper (SPED teacher), Sade Johnson (Career Readiness Counselor), and Aldo Rrakulli (Global Studies teacher).

V. Architects

Dr. Asmussen would like to be on the schedule for the November public hearing through BuildNYC. If we could set up two board meetings for Tuesday to hear presentations and pick someone that would be preferable. Once we pick them, they get us our costs and then we can proceed. Mr. Weitzman wanted to know if any of the architect's clients had ever been contacted to confirm their work. Dr. Asmussen confirmed that clients had been contacted and provided information regarding those clients. Mr. Crowley wants Dr. Asmussen to vet these companies, get references and make sure that these companies have not had unfavorable views. Mr. Souidi wanted to know if we were limited with the budget or if we had a cut off. Dr. Asmussen said that was part of the vetting of the architects. Once we chose an architect, they will put all costs together. It was decided that if all companies met the vetting process, they should be brought in for a presentation.

VI. Enrollment

Dr. Asmussen states that we have 417 enrolled now, prior to discharging students who were not returning. We also have 126 new students and are still enrolling new students. Mr. Tabano wanted to know how many students we were expected to serve this year, Dr. Asmussen indicated that we are budgeted for 500 students. Last year we reached 458 by the end of the year. Therefore, Dr. Asmussen does not want to decrease the number for fear of exceeding it. You can under-enroll but you cannot over-enroll.

VII. Internships

We have a new system where Mr. Taylor Carlic has moved from ELA to advisories and is the push-in certified content teacher. He does an entire portfolio integrating internship with readiness and a college research paper. Topics must align with the businesses in which students are completed their internship. In other words, the how the internship integrates into the students' ongoing classes. All of this is why the internships count towards class time. Mr. Weitzman wanted to know how many credits are received for this. Dr. Asmussen advised that the student receives 2 elective credits for successful participation.

XX. Outcomes / Cohort

We have a 67% graduation rate for all students who have left the school and two students received GEDs. Mr. Souidi inquired about what an M cohort was? Dr. Asmussen explained that M Cohort Students are those who should have graduated by August 2011. Dr. Tabano asked about Regents exam outcomes. Dr. Asmussen admits that we have struggled with these scores particularly in Math, however, the ticket to the test is being implemented. This ticket to the test informs all involved that the student is falling behind and informs them of necessary measures needed. The other four Regents pass rates are meeting or exceeding our 75% proficiency goal.

Leslie Winter Calls in

At this point, Faisal Islam (Global Studies teacher) joins the meeting and introduces himself.

At this point the NYSED CSO Oversight Team was expected. Mr. Tabano called for a motion to end the meeting.

Moved: Mr. Tabano requested that the meeting be adjourned

Seconded: Mr. Ogbahon

Vote: Unanimous

The Board meeting ended at 3:05 p.m. The next meeting is schedule for Tuesday, October 18, 2016, at 1:30 p.m. at New Dawn Charter High School.

The NYSED CSO Oversight team enters the board meeting.