

**Board of Trustees Meeting**  
**Thursday, April 7<sup>th</sup>, 2016**  
423 East 138<sup>th</sup> Street, Bronx, NY 10454

**AGENDA**

- I.** Call to Order
- II.** Public Comment
- III.** Resolution to Approve Minutes from March 3<sup>rd</sup>, 2016
- IV.** Resolution to Amend the Attendance Policy as Described in the SBECA Family Handbook
- V.** Resolution to authorize and direct Ric Campbell, Executive Director, to sign contracts and amendments to the contracts and to review claims on behalf of the South Bronx Early College Academy Charter School Not-for-Profit Corporation's Board of Trustees as they relate to the 2015-16 funding awarded by the NYC DOE Department of Youth and Community Development
- VI.** Executive Director's Report
  - A.** Student Recruitment for 2016 – 2017 School Year
  - B.** Faculty Recruitment for 2016 – 2017 School Year
  - C.** Facilities Update
- VII.** New Business
- VIII.** Adjournment  
Next Meeting: Thursday, May 5<sup>th</sup>, 2016, 5:00 pm at SBECA (423 East. 138<sup>th</sup> Street)



**Board of Trustees Meeting**  
**Thursday, April 7<sup>th</sup>, 2016**  
**423 East 138<sup>th</sup> Street, Bronx, NY 10454**

**Trustees Present:** Lori Chemla, Serigne Gningue, Eric Nadelstern, Davon Russell, and Lori Schneider

**Trustees Absent:** Nancy Biberman, Valerie Capers, Andrea Cohen, and Felicia Franklin

**SBECA Staff Present:** Ric Campbell and Cat Eugenio

**Other:** Meredith Leverich, WHEDco Staff

**Call to Order**

Davon Russell called the meeting to order at 5:15 pm.

**Resolution to Approve Meeting Minutes**

The Board made a motion and unanimously approved the minutes from the March 3<sup>rd</sup>, 2016 Board of Trustees meeting.

**Attendance Policy Discussion**

Mr. Campbell reported that attendance and tardiness have been ongoing issues, and requested that the Board consider amending the school's Attendance Policy in the Family Handbook to make the expectations of both students and parents more explicit for the 2016 – 2017 school year. He said that lack of attendance could be considered parental neglect, requiring the school to report it to the Administration for Children's Services (ACS); he wants to ensure that the school is transparent about those consequences in the Handbook. Mr. Campbell said that he has engaged the school's attorneys to provide counsel around this issue to ensure that any changes to the policy are in compliance with New York State and New York City law. Mr. Campbell said that he would circulate a proposed revision to the Board later in the month, after receiving guidance from the school's attorneys, so that the Board could discuss and potentially pass a resolution at the May Board meeting. The Board requested to see other examples of attendance policies from other charter schools, which may help inform SBECA's policy.

**Resolution to Authorize and Direct Ric Campbell to Execute DYCD Contract**

Mr. Campbell reported that the NYC Department of Youth and Community Development (DYCD) awarded SBECA a one-time grant of \$295,000, which is to be used to purchase goods for the school. He said that, per the grant agreement, the Board needs to pass a formal resolution authorizing and directing him to execute the contract.

The Board made a motion and unanimously approved a resolution to authorize and direct Ric Campbell, Executive Director, to sign contracts and amendments to the contracts and to review claims on behalf of the South Bronx Early College Academy Charter School Not-for-Profit Corporation's Board of Trustees as

they relate to the 2015-16 funding awarded by the NYC DOE Department of Youth and Community Development.

## **Executive Director's Report**

### Student Recruitment

Mr. Campbell said that he and Cat Eugenio, SBECA's Director of Admissions and Program Administration, had set a goal of receiving 300 applications before the April 1<sup>st</sup> deadline. Ms. Eugenio reported that the school had received 321 applications before April 1<sup>st</sup> and 5 additional applications since then, which have been time-stamped and will be added to the end of the waiting list in the order in which they were received. Mr. Campbell said that the lottery will be held on the evening of Thursday, April 14<sup>th</sup>, 2016. He added that Accounting Solutions of NYC would perform the electronic lottery and that Loeb & Troper would attend as an objective third-party, to ensure that the lottery process is implemented in accordance with Charter School Law. Ms. Eugenio added that the families of each applicant would be notified within 48 hours of their status and would have two weeks to respond with a commitment. Once the initial commitments are received, she will reach out to families on the waiting list as needed to ensure that the school is fully enrolled for the 2016 – 2017 school year.

### Faculty Recruitment

Mr. Campbell said that he and the Hiring Committee are in the process of reviewing resumes that have been submitted for the open positions for the 2016 – 2017 school year. He said that he would have more to report at the May Board meeting.

### Facilities

Mr. Campbell reported that the construction plans for the permanent site, located at 156<sup>th</sup> Street and Westchester Avenue, have been submitted. He said that he and Lori Chemla would meet with the developer to review and submit any requested changes within five business days, per the school's agreement with the developer. He also reported that hiring a tenant's representative is extremely urgent. He said that the full proposal that Ken Levien & Co. has submitted is more expensive than what the school can afford; however, the school can engage the firm for a short period of time to ensure that the school has the guidance it requires during this critical moment. He added that he and Ms. Chemla were still reviewing other proposals that might be more feasible for a long-term engagement.

Mr. Campbell stated that SBECA could extend the lease for the temporary space that it will occupy for the first half of the 2016 – 2017, should the permanent site not be ready in January 2017 as expected. Mr. Campbell said that the temporary space would give the school access to sports fields and basketball courts. He added that the science teacher will lead a summer project for students who want to work on a school garden.

### Partnerships

Mr. Campbell reported that the school is partnering with the American Museum of Natural History this spring; SBECA will send 21 kids to a weeklong, full-day computer science program at the museum during

spring break at the end of April. Ms. Chemla said that she may be able to form a partnership with the Guggenheim Museum, as well.

Mr. Campbell also reported that SBECA would be the official site for the Scratch Foundation's pilot Meetup Program, which will invite educators from around the city to meet monthly and share best practices in computer science education.

**New Business**

Mr. Campbell reported that recent State legislation has increased the annual reimbursement rate for charter schools by more than \$400 per pupil.

**Adjournment**

The Board voted to adjourn the meeting at 6:15 pm.