

**Board of Trustees Meeting**  
**Thursday, February 4<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 January 7<sup>th</sup>, 2016**
- IV. Resolution – Be it resolved that SBECA will establish a separate savings account as the “Escrow & Dissolution Fund” for the purposes of making NYSED mandated deposits of \$25,000 per annum in fiscal years 2016, 2017, and 2018.**
- V. Finance Committee Report**
- VI. Personnel Committee Meeting Schedule**
- VII. Facilities Update**
- VIII. Executive Director’s Report**
  - A. Student Recruitment for 2016 – 2017 School Year**
  - B. Faculty Recruitment for 2016 – 2017 School Year**
  - C. Presentation to CSNYC**
- IX. New Business**
- X. Adjournment**

Next Meeting: **Thursday, March 3<sup>rd</sup>, 2016, 5:00 pm at SBECA (423 East. 138<sup>th</sup> Street)**



**Board of Trustees Meeting**  
**Thursday, February 4<sup>th</sup>, 2016**  
**423 East 138<sup>th</sup> Street, Bronx, NY 10454**

**Trustees Present:** Valerie Capers, Lori Chemla, Andrea Cohen, Felicia Franklin

**Trustees Listening in by Phone (Not Voting):** Davon Russell

**Trustees Absent:** Nancy Biberman, Eric Nadelstern

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

**Other:** Meredith Leverich, WHEDco; Serigne Gningue, Lehman College; Mya Sekons, Volunteer

**Call to Order**

Felicia Franklin called the meeting to order at 5:10 pm.

**Resolution to Approve Meeting Minutes**

The Board made a motion and unanimously approved the minutes from the January 7<sup>th</sup>, 2016 Board of Trustees meeting.

**Resolution to Establish an Escrow Account**

Ric Campbell requested that the Board pass a resolution to establish a second savings account for dissolution funds, per the school's charter agreement. He said that the school is required to reserve \$75,000 for dissolution purposes in the event that the school closes. The school is able to deposit funds into this account in \$25,000 installments over three years.

The Board made a motion and unanimously passed a resolution to authorize Ric Campbell to establish a separate savings account as the "Escrow & Dissolution Fund" for the purposes of making NYSED-mandated deposits of \$25,000 per annum in fiscal years 2016, 2017, and 2018.

**Finance Committee Report**

Felicia Franklin said that the Finance Committee had met with Digant Bahl, the school's accountant, to compare the Board-approved budget to the current expenditures and updated year-end projections. The Finance Committee reported that there were some differentials between the Board-approved budget and the updated projected expenditures – some positive and some negative. They reported that the positive differentials outweighed the negative, since the initial budget was created conservatively. As a result, the school is currently projecting a year-end surplus of approximately \$250,000.

Andrea Cohen inquired about the 2016 – 2017 budget and asked about how it might be adjusted based on lessons learned from the 2015 – 2016 budget. Mr. Campbell said that the Finance Committee would prioritize educational program needs, under the guidance of Mr. Bahl. He added that an economy of scale would help in the second year, since per-pupil revenues are projected to double, but some

expenses will remain the same or increase only slightly. Mr. Campbell also stated that new proposed legislation might impact the per pupil amount in the coming years, and said that he would present any available updates regarding these changes during the March 2016 Board meeting. He added that the Finance Committee would reconvene in the early spring to work on forming the budget for 2016- 2017.

### **Personnel Committee Meeting Schedule**

Mr. Campbell reported that a scheduling conflict required the Personnel Committee to postpone its originally scheduled meeting. The meeting will take place before the March 3, 2016 Board meeting, so that the Committee can report back to the full Board at that time and the Board can review and approve a process for evaluating the Executive Director.

### **Facilities Update**

Mr. Campbell reported that he expected to receive construction plans from the developer of the 766 Westchester Avenue site within the next few weeks. He said that he would coordinate a meeting with the Facilities Committee, including Nancy Biberman and Lori Chemla, at that time, so that they can review the plans and give feedback or approval within the five-day turn-around time allotted. He said that he is also hoping to identify and hire a Tenant's Representative before the construction plans are done, so that the person can be involved in early conversations that will inform his/her work on the construction site.

Mr. Campbell also reported that he is continuing to work with the school's broker to identify a temporary site for the first six months of the 2016 – 2017 school year, with an option to extend if necessary. He also described options that he is currently pursuing, including conversations with landlords in the immediate neighborhood, options for temporary co-location, and work with the NYC DOE's office of buildings.

### **Executive Director's Report**

#### Student Recruitment for 2016 – 2017 School Year

Cat Eugenio reported that the school has received 98 applications through the Common Application offered by the NYC Charter Center website and 30 paper applications. She said that she has also received interest forms from 20 families, to whom she will mail applications. Ms. Eugenio said that she has visited with one local elementary school so far and will continue to schedule meetings with all of the elementary schools within District 7 and the bordering districts.

Mr. Campbell added that the next eight weeks will be key recruitment time, as the application deadline for the lottery is April 1<sup>st</sup>. He also said that SBECA is co-sponsoring a charter school fair, which will help with recruitment. Mr. Campbell said that the goal is to receive 300 applications for the 110 spaces for next year's sixth grade class. Ms. Eugenio said that she is also working to create a wait-list for next year's seventh grade class, in case any students decide not to return and spaces become available.

#### Faculty Recruitment for 2016 – 2017 School Year

Mr. Campbell reported that the Hiring Committee is beginning to advertise the open positions for the

2016 – 2017 school year. He also said that he anticipates that the first-year faculty will return for the next school year; he added that the school culture has fostered a collegial relationship among faculty, where many teachers spend time in other classrooms and have an experience of co-learning with the students. Serigne Gninuge said that he could help advertise open positions to his network of graduate students and alumni at Lehman College.

#### Presentation to CSNYC

Mr. Campbell said that four students were selected to present the school's health research project to the Board of the NYC Foundation for Computer Science (CSNYC). He said that the students were highly engaged in the concepts of the study and that the Board of CSNYC said it was the best student presentation they had ever seen. Mr. Campbell said that he hopes for more opportunities for the students to present their work.

#### Radio City Music Hall Audition

Mr. Campbell said that the school's chorus was invited to audition for the Garden of Dreams Foundation's annual talent show, through WHEDco's partnership. He said that, if selected, the students will have an opportunity to perform at the Radio City Music Hall.

#### Recent Board Donations/Engagement

Mr. Campbell reported that Ms. Cohen donated books to distribute to each student. He added that some students had never received a book as a gift, so this was especially meaningful. The school's Literacy Teacher, Elise DeBoard, worked to identify appropriate books for each child based on his/her reading level. He said that the school has launched a reading contest, in which the first group to read 50,000 pages collectively will have some type of party or special privilege.

Mr. Campbell also reported that Ms. Chemla had made a donation to purchase microscopes for the science classroom. He said that he would share photos of the students using the microscopes when they arrive.

Mr. Campbell said that Ms. Franklin had agreed to run a workshop for students and their mothers on hair care, offering her expertise as a professional hairdresser. Ms. Franklin added that hair can be a sensitive subject and that reframing the issue and teaching girls how to manage their hair can empower them to feel a sense of pride. She recommended that Mr. Campbell watch the Chris Rock documentary, *Good Hair*, and consider whether or not it might be appropriate for the children to watch with their parents' permission.

#### Website Needs

Mr. Campbell said that the school's website needs work. Ms. Chemla said that she would try to find a volunteer to help.

#### **Board Development**

Ms. Chemla recommended that the Board elect Jodi Schneider as a Trustee, pending NYSED's approval.

She added that Ms. Schneider has experience with Literacy Education, both as a volunteer and a Board member with another nonprofit organization in Connecticut. Mr. Campbell added that he and Mr. Russell have met with Ms. Schneider and that she seems very committed to the school's mission. Meredith Leverich circulated Jodi's resume and said that Ms. Schneider had begun the NYSED Board addition process.

The Board made a motion and unanimously passed a resolution to elect Jodi Schneider as a Trustee, pending NYSED's approval of her application and supporting documents.

**Adjournment**

The Board voted to adjourn the meeting at 6:25 pm.