

**Board of Trustees Meeting
January 12th, 2017
639-55 St. Ann's Avenue, Bronx, NY 10455**

AGENDA

- I. Call to Order
- II. Public Comment
- III. Resolution to Approve Minutes from December 1st, 2016
- IV. Executive Director's Report
 - A. Test Prep and New Hire in Special Education
 - B. Update on Current Facility
 - C. Setting Aside Funds in Interest Bearing Account
 - D. Portfolio Presentations
 - E. Infinite Campus - New Database
- V. New Business
- VI. Next Meeting – Thursday, February 2nd, 2017
- VII. Executive Session
- VIII. Adjournment



Board of Trustees Meeting
Thursday, January 12th, 2017
639 St. Ann's Avenue, Bronx, NY 10455

Trustees Present: Lori Chemla, Andrea Cohen, Felicia Franklin, Serigne Gningue, Davon Russell, Jodi Schneider (by phone; did not participate in voting)

Trustees Absent: Nancy Biberman, Valerie Capers

SBECA Staff Present: Ric Campbell, Cat Eugenio

WHEDco Staff Present: Katie Aylwin, Meredith Leverich

Number of Attendees from the General Public Present: 2

Call to Order:

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

Public Comment:

None of the parents in attendance signed up to participate in the Public Comment portion of the meeting.

Resolution to Approve Minutes from December 1st, 2016 Board Meetings

Andrea Cohen made a motion to approve the December 1st, 2016 Board meeting minutes, as presented on January 12th, 2017. Felicia Franklin seconded, and the Board unanimously voted to approve the minutes.

Executive Director's Report

Test Prep & New Hire in Special Education

Ric Campbell reported that the New York State examinations in English Language Arts will begin on March 28th and that the school's faculty has been focusing on preparing students for these tests. He also reported that a new faculty member, Auriel Watson, has been hired in a Special Education role to assist with test prep for students. He said that Ms. Watson began working full-time at the school on January 3rd and brings 12 years of experience working for the KIPP charter school network, where she served as an English teacher and the Director of Special Education and provided successful coaching and leadership for test success in her schools. Mr. Campbell said that the current budget can support this new salary. He said that Ms. Watson and other faculty members are using the students' assessments from last year's State exams, as well as the practice tests administered earlier in the year, to make adjustments in teaching methods and content to help each student move up a grade level.

New Facility Update

Mr. Campbell stated that the construction is ongoing and that the construction team has indicated that the building will be complete by July 2017 in time for the 2017 – 2018 school year. He said that it will be much more spacious than the current facility.

Setting Aside Funds in an Interest Bearing Account

Mr. Campbell reported that, per the Board's suggestion at past meetings, he has identified a bank to invest the school's reserves in an interest bearing account, which is New York Commercial Bank. He said that \$205,000 will be set aside a long-term account, bearing interest at 1.25%, and \$95,000 will be set aside in a short-term account, bearing interest at .88%. Mr. Campbell said that New York Commercial Bank required a formal Board resolution for Mr. Campbell and Mr. Russell to open the account on behalf of the school.

Andrea Cohen made a motion to authorize Ric Campbell and Davon Russell to open an interest bearing account for the school's financial reserves of \$300,000 as described by Mr. Campbell above. Felicia Franklin seconded and the Board unanimously voted to authorize this action.

Portfolio Presentations

Mr. Campbell reported that students will conduct Portfolio Presentations twice throughout the year this year, since last year's presentations were such a success. The first round of presentations will take place during the Extended Day Program during the week of January 23rd. Each student will present on a project that they are working on in one of their classes or Extended Day Program activities. In June, students will present on two projects. Board members are welcome to attend and should reach out to Ric or Cat to let them know which day/time they plan to attend.

Infinite Campus – New Database

Mr. Campbell reported that the school has purchased Infinite Campus, a software program that will allow teachers to track grades, attendance, behavioral logs, and parent contact information. It will also be a way of communicating with parents, who can receive announcements and access information about their child via smartphones or computers at home. Parents have been informed and trainings on the system will be offered during the next Parent Teacher Conference Days.

He added that students will have school ID cards with a chip or magnetic strip next year, which will allow students to swipe into the new building and will help track attendance.

New Business

Andrea Cohen requested an update on the status of the unreturned security deposit from the landlord at the school's initial site located at 423 E. 138th Street. Mr. Campbell said that the landlord maintained his stance that the school should pay approximately \$27,000 for repairs, which had been deducted from the ~\$62,000 deposit. Mr. Campbell said that the school's attorney was pursuing legal action, since the landlord did not provide sufficient justification for this charge.

Jodi Schneider reported by phone that the Shakespeare club was active on Tuesdays and Thursday during the Extended Day Program.

Executive Session

The Board met in Executive Session.

Adjournment

The Board came out of Executive Session and voted unanimously to adjourn the meeting at 6:45 pm.