

**Board of Trustees Meeting  
June 1<sup>st</sup>, 2017  
639-55 St. Ann's Avenue, Bronx, NY 10455**

**AGENDA**

- I. Call to Order
- II. Public Comment
- III. Resolution to Approve Minutes from May 4<sup>th</sup>, 2017 Board Meeting
- IV. Review of 2017 – 2018 Draft Budget
- V. Executive Director's Report
  - A. Update on NYSED Visit on May 18<sup>th</sup>
  - B. Student Enrollment for 2017 – 2018 School Year
  - C. Returning Faculty & New Faculty Recruitment for 2017 – 2018 School Year
  - D. Facilities Update
- VI. New Business
- VII. Adjournment



## **Board of Trustees Meeting**

Thursday, June 1<sup>st</sup>, 2017

639 St. Ann's Avenue, Bronx, NY 10455

**Trustees Present:** Nancy Biberman, Valerie Capers, Lori Chemla, Felicia Franklin, Davon Russell

**Trustees Absent:** Andrea Cohen, Serigne Gningue, Jodi Schneider

**SBECA Staff Present:** Ric Campbell

**WHEDco Staff Present:** Katie Aylwin, Meredith Leverich

**Number of Attendees from the General Public Present:** 0

### **Call to Order:**

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

### **Public Comment:**

There were no members of the public in attendance, and therefore no public comment.

### **Resolution to Approve Minutes from May 4<sup>th</sup>, 2017 Board Meetings**

Lori Chemla made a motion to approve the minutes from the May 4<sup>th</sup>, 2017 Board meeting, as presented on June 1<sup>st</sup>, 2017. Felicia Franklin seconded, and the Board unanimously voted to approve the minutes.

### **Review and Discussion of 2017 – 2018 Draft Budget**

Mr. Russell said that the Finance Committee had reviewed the draft budget with Mr. Campbell and Digant Bahl of Accounting Solutions of NYC, and had made recommendations. Mr. Bahl has since made adjustments, and Mr. Russell said he was comfortable with the revised budget. He asked Mr. Campbell to explain some of the major elements of the budget for the entire Board's review.

Mr. Campbell reported that the school is currently approved for an enrollment of 326 students in the 2017 – 2018 school year, but that the budget can support enrolling some additional students without receiving their per pupil funding. This will help ensure that enrollment does not fall below 326 at any point throughout the school year. He said this over-enrollment is permitted, but will not come with funding unless NYSED adopts the policy that SUNY currently employs, which funds up to 10% of over-enrollment. He added that the budget currently projects a \$96,000 surplus.

Mr. Campbell directed the Board to the breakdown of personnel costs and said that the budget supports hiring additional staff members to help facilitate coaching for teachers and increased feedback to improve instructional skills. He said that, in addition, three teachers would split their time between teaching and serving as deans. Each dean would be assigned to one grade level as a way to cultivate staff and further develop the school culture. He added that the operations staff will also restructure

slightly, so that all roles are clarified and assigned going into the next school year. The budget also includes a guidance counselor, who has already been hired, which has always been part of the school's scale-up plan in year three.

Mr. Campbell said that Fordham is now a formal partner and will be assigning five full-time graduate students as instructional interns this fall semester as well as two or three social work interns.

Andrea Cohen made a motion to adopt the 2017 – 2018 school-year budget, effective July 1<sup>st</sup>, 2017. Felicia Franklin seconded, and the Board unanimously voted to adopt the budget as proposed on June 1<sup>st</sup>, 2017.

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

#### Update on NYSED Visit on May 18<sup>th</sup>, 2017

Mr. Campbell reported that representatives from NYSED conducted a site-visit on May 18<sup>th</sup> and provided feedback in a memo afterwards with recommendations. He said that they also conducted an anonymous staff survey and aggregated the responses. Mr. Russell circulated the responses, which were mostly positive, but directed the Board's attention to the responses that address issues that need improvement. Among those are the perceptions that there is not an easy-to-find, clear complaint policy and that the discipline policy is not administered consistently by all faculty.

Mr. Russell added that he attended a recent Faculty Cabinet meeting to hear from faculty directly, as well. During the meeting, they suggested that there should be an additional layer between Mr. Campbell and the faculty to create more accountability among staff, which is a primary reason for creating new positions for the 2017 – 2018 school year. In addition, there were differing opinions regarding how to most effectively serve students with IEPs. The school's model calls for integrated classrooms with scaffolded instruction, but some teachers think that a 12 – 1 ratio would provide more individualized instruction, given that the school's population of students with IEPs is around 40%, which is significantly higher than the district average of 25%.

#### Student Enrollment for 2017 – 2018 School Year

Mr. Campbell reported that parents are in the process of enrolling their children and that his goal is to have 100 new sixth Grade students enrolled by June 30<sup>th</sup>. He said that there are several Admissions Nights scheduled, which allows parents to complete the required paperwork, while students' reading levels are tested for early analysis by Auriel Watson. The school is using a computerized test called Read 180, and the average reading level is much higher than in past years; many students who have been tested to date are reading at or above a fifth grade reading level. He added that the turn-around time for enrolling once a space is offered is faster than in past years, so that parents who are not interested release the spaces more quickly and allow those who are interested to enroll before committing to another school.

#### Returning Faculty & New Faculty Recruitment for 2017 – 2018 School Year

Mr. Campbell reported that 90% of the current faculty plans to return. Mr. Campbell said that faculty recruitment for new and open positions has been challenging, especially for Special Education, Science and Computer Science positions, but that he has circulated the postings to a broad range of institutions and job listing platforms.

### Facilities Update

Mr. Russell reported that he visited the new school site with Mr. Campbell earlier in the day and said the space looks fantastic. Mr. Campbell said that the developer and construction manager remain confident that they can deliver the space in time for the start of the 2017 – 2018 school year.

### **Adjournment**

The Board voted unanimously to adjourn the meeting at 6:35 pm.