

Board of Trustees Meeting
Tuesday, September 8, 2015
423 E. 138th Street, Bronx, NY 10454

AGENDA

- I. Call to Order**
- II. Faculty Introductions**
- III. Resolution to Approve Minutes from August 11, 2015**
- IV. Resolution to Approve Facilities Costs for New Site as Per Lease Agreement**
 - A. Security Deposit: \$50,667**
 - B. Architectural Schematics: \$55,000**
- V. Executive Director's Updates**
- VI. Board Training**
- VII. New Business**
- VIII. Adjournment:**

Next Meeting: **Tuesday, October 13, 5:00 pm at SBECA (423 East. 138th Street)**



Board of Trustees Meeting
Tuesday, September 8th, 2015
SBECACS | 423 E. 138th Street, Bronx, NY 10454

Trustees Present: Andy Arons, Nancy Biberman, Lori Chemla, Felicia Franklin, Eric Nadelstern, Davon Russell

Trustees Absent: Valerie Capers and Andrea Cohen

SBECACS Staff Present: Katie Aylwin, Ric Campbell, Anjali Deshpande, Joe Etzine, Rebecca Etzine, Lydia Ferrer, Stephanie Lane, Katie McCaskie, Emily Packet, Kelly Powers, Dulce Ricco, and Rebecca Spence, Karina Suriel, Lauren Thompson, Nino Torres, and Jarod Wunneburger

WHEDco Staff Present: Meredith Leverich

Call to Order

Davon Russell called the meeting to order at 5:18 pm.

Executive Director's Updates

Ric Campbell reported that the school had completed its sixth day of operation and its first official day of school after a week-long writing and reading program. The Board congratulated Mr. Campbell on all of his hard work to prepare the school for opening.

Introduction of Faculty

The South Bronx Early College Academy Charter School faculty introduced themselves to the Board and briefly described their professional backgrounds, as well as some of their plans for their class work this year.

Resolution to Approve Meeting Minutes

The Board made a motion and unanimously approved the minutes from the August 11th, 2015 Board of Trustees meeting.

Facilities Discussion and Resolution to Approve Facilities Costs

Mr. Campbell reported on lease negotiations with Radame Perez from Mastermind Ltd., the property owner of 766 Westchester Avenue. Mr. Campbell restated that this site is a 38,000 sq. ft., ground-up construction that could serve as the school's long-term facilities beginning in July 2016. The property owner has guaranteed that the construction will be complete in time for the 2016-2017 school year, given that he already has all of the required permits to build a school in the lot. Mr. Campbell stated that the lease terms call for a 19-year lease with an option to renew every 5 years, as well as a right to cancel an extension with 150 days' notice. He stated that the lease currently calls for \$24/sq. ft., which works

within the school's current budget and budget projections. Mr. Campbell described the two major initial costs associated with signing a lease for this space: \$50,677 as a security deposit and \$55,000 to pay for the costs of architectural schematics, which would ensure that the building be constructed to the school's specifications, including science labs, music rooms, dance studios, etc.

Mr. Campbell said that there are a few outstanding items still under negotiation, including tax increases, insurance costs, and maintenance costs on systems such as the HVAC and elevator. Another item under discussion is the roof and the feasibility of using it as play space in the future, which would require a structural change to the plans. Mr. Campbell said that John Kelly, the architect hired by Mastermind Ltd. to oversee this project, has experience building schools and has been very helpful to date. He added that the property owner has also been very accommodating and has stated that his number one priority is maintaining the timeline he has promised. Andy Arons requested to be involved in the conference call with the attorneys discussing the final lease negotiations, which Mr. Campbell said was scheduled for Wednesday, September 9th. Mr. Arons also requested to review the final version of the lease in its entirety.

Mr. Campbell said that to maintain the timeline that the landlord has set out, the architectural schematics should be approved by Friday, September 25th, which would require a lease to be signed within the next week. Lori Chemla said that she would like to be involved in the conversations with the architects around schematics.

The Board made a motion and unanimously passed a resolution to authorize Mr. Campbell to sign a 19-year lease for 766 Westchester Avenue, upon final negotiations between the school's and the landlord's attorneys, and to authorize the payments of a security deposit of \$50,667 and the cost of architectural schematics for \$55,000.

Mr. Arons stated that he thinks the school would benefit from hiring an independent project manager to represent the school on the construction site to monitor the cost, quality and timeline of the work. He said that he had researched companies that provide this type of service and circulated a proposal from Integrity Consulting Group, which has experience with school construction. He added that this would be a part-time consulting position, which would amount to four or five hours of work per week, including a weekly walk-through of the site and the generation of a weekly report for the Board's review. He added that this would be a firewall against any timeline problems, giving the Board sufficient time to identify another temporary site in the case of a construction delay that would prevent the site from being ready in time. The Board agreed that this would be a wise investment in the future building.

Felicia Franklin stated that the Board should solicit two other bids to comply with the Board's Fiscal Policies and Procedures. Mr. Arons agreed that he would solicit additional bids and would reach out to Civic Builders again to see if they had a referral or could provide this type of service. Ms. Chemla said that, once a company had been identified, she would like to interview the person assigned to the project to ensure that the person is knowledgeable about school construction and is easy to work with. She also

inquired about whether or not the work could begin with fewer hours in early months to save the school money when construction is in its early phases, and then scale up as necessary. Mr. Arons said he would further investigate and would present additional options at the next Board meeting.

Board Training

Mr. Russell stated that he had identified a consultant to provide a governance training at the October 20th or November 10th Board meetings. He said that this training would present scenarios that could arise in schools and would allow the Board to practice differentiating between situations that require Board action and those that should be managed by school faculty, without Board interference. He added that the training would last approximately 3 hours and would run from 4 – 7pm once the date has been set. He asked that Board members notify him of their availability to ensure that attendance is strong.

New Business

Garden of Dreams Grant

Mr. Russell stated that the school had received a gift of approximately \$130,000 from the Garden of Dreams Foundation to pay for musical instruments. He added that, although these funds are allocated specifically to the music program, this grant provides budgetary relief by releasing funds that had previously been allocated for musical instruments.

Donation from Gourmet Garage

Mr. Campbell reported that Mr. Arons had donated aprons from Gourmet Garage to the school, which will be used by the students in their art classes.

Fundraising

Mr. Russell reported that a fundraising and donor cultivation event is being planned for October 29th, which will feature a panel of education experts, including SBECACA Board member Eric Nadelstern, to showcase the school through the lens of national and NYC education policies. He added that the venue was still under discussion, but would be announced within a week. He added that Mr. Arons has agreed to cater the event.

Adjournment

The Board made a motion and voted to adjourn the meeting at 6:35.