

**Board of Trustees Meeting
June 7, 2018
801 East 156th Street, Bronx, NY 10455**

AGENDA

- I. Call to Order
- II. Public Comment
- III. Resolution to Approve Minutes from May 3rd, 2018 Board Meeting
- IV. Executive Director's Report
 - A. Academic Programming Update
 - B. Specialized High School Admission Test Prep Classes
 - C. Testing Schedule in June
 - D. Activities Planned for Final Week of School
- V. Board/Personnel Committee Report
 - A. NYSED Approval of Services Agreement with BRICK
 - B. Leadership Transition Update
 - C. Resolution to Appoint Brian Blough as Principal, Effective as of July 1, 2018
 - D. Resolution to Approve Faculty and Staff Hire Letters
 - E. Resolution to Approve Hiring Start Dates for 2018 – 2019 School Year
- VI. Finance Committee Report
 - A. Resolution to Adopt the Proposed 2018 – 2019 Budget
 - B. Disbursement of Funds Deposited at the NY Commercial Bank
- VII. Submission of Proposed Organizational Chart to NYSED
- VIII. Re-Election of Board Members with Terms Ending on June 30, 2018
 - A. Nancy Biberman
 - B. Lori Chemla
 - C. Davon Russell
- IX. Annual Conflict of Interest Disclosure Forms
- X. New Business
- XI. Executive Session
- XII. Next Meeting – July 12, 2018
- XIII. Adjournment

**Reunión de la Junta
7 de junio de 2018
801 East 156th Street, Bronx, NY 10455**

AGENDA

- I. Inicio de Sesión
- II. Comentarios Públicos
- III. Aprobación de Minutas de la Reunión de la Junta del 3 de mayo de 2018
- IV. Informe del Director Ejecutivo
 - A. Programación Académica
 - B. Cursos de preparación para los exámenes de admisión a las escuelas superiores especializadas
 - C. Itinerario de exámenes en junio
 - D. Actividades planificadas para la última semana del año escolar
- V. Informe del Comité de Personal / Junta de Directores
 - A. Aprobación de NYSED del Acuerdo de Servicios con BRICK
 - B. Transición en liderazgo
 - C. Resolución para aprobar el nombramiento de Brian Blough como Principal, efectivo del 1ro de julio de 2018
 - D. Resolución para aprobar las cartas de contratación para empleados y facultad
 - E. Resolución para aprobar fechas de efectividad de contrataciones para el 2018-2019
- VI. Informe del Comité de Finanzas / Junta de Directores
 - A. Resolución para aprobar el Presupuesto para el 2018-2019
 - B. Desembolso de fondos depositados en el NY Commercial Bank
- VII. Entrega a NYSED del organigrama propuesto
- VIII. Re-elección de miembros de la Junta cuyos términos culminan el 30 de junio de 2018:
 - A. Nancy Biberman
 - B. Lori Chemla
 - C. Davon Russell
- IX. Formularios anuales de Declaración de Conflicto de Intereses
- X. Asuntos Nuevos
- XI. Sesión Ejecutiva
- XII. Próxima Reunión – 12 de julio de 2018
- XIII. Cierre de Sesión



**Board of Trustees Meeting
Thursday, June 7, 2018
801 E 156th Street, Bronx, NY 10455**

Board of Trustees Present: Valerie Capers, Andrea Cohen, Lori Chemla, Felicia Franklin, Davon Russell, Jodi Schneider

Board of Trustees Absent: Nancy Biberman, Serigne Gningue

SBECA Staff Present: Ric Campbell, Kelly Powers, Auriel Watson, Ray Acosta, Jr., Jason Adolphus, Maricruz Badia, André Harris, Stephanie Javois, Samantha Lugo, Yeatie Morgan, Dulce Rico, Mario Rodolfo Rodriguez, Bruce Stansbury, Catherine Toussaint, Jen Unger

WHEDco Staff Present: Katie Aylwin, Meredith Leverich

SBECA Consultants: Digant Bahl, Accounting Solutions of NYC; Dominique Lee, BRICK

Members of the Public Present: 7

Call to Order

Davon Russell called the meeting to order at 5:21 pm.

Public Comment

Maricruz Badia, the school guidance counselor, requested that the Board approve the creation of an elective for students to prepare for the Specialized High School Admissions Test, which is administered in October. She said that current seventh grade students should begin preparing this spring to have a strong chance of performing well on the exam.

Naomi Vidal, a parent of a sixth grade student, asked to clarify something that she had heard at a recent parent meeting, where BRICK was presented as a partner. She asked if resources would be taken away from the students to provide other supports, such as a food pantry. Mr. Russell clarified that Dominique Lee, the CEO of BRICK, had referenced that the BRICK model in New Jersey includes family support services. He said that this would not be applicable at SBECA, since WHEDco is a partner and provides additional services to families who need them, and that resources would not be depleted from the school.

Approval of Minutes

Andrea Cohen made a motion to approve the minutes from the May 3rd, 2018 Board meeting, as proposed on June 7th, 2018. Felicia Franklin seconded, and the Board unanimously voted to approve the minutes.

Finance Committee

Mr. Russell reported that the Finance Committee had convened three times between the May 3rd and June 7th Board meetings, and has been working with Digant Bahl of Accounting Solutions of NYC, the school's accounting firm, to draft a budget for the 2018 – 19 school year. Mr. Bahl reported that the proposed budget anticipates per pupil revenue for 326 students, which amounts to \$7.2 million. The budgeted expenses are less than the budgeted revenue, resulting in a projected surplus of approximately \$260,000.

Felicia Franklin made a motion to adopt the 2018 – 19 budget, as proposed on June 7th, 2018. Andrea Cohen seconded, and the Board unanimously voted to adopt the budget.

Ric Campbell reported that funds had been set aside for the past two years (\$100,000 in year one and \$200,000 in year two) to cover the anticipated costs of the New York State Teachers' Retirement System (TRS), which bills on a two year lag. These funds were deposited into CDs in order to accrue interest. The first deposit has matured, and the second is expected to mature July 2018. He said that the Finance Committee should determine next steps for these funds. Mr. Bahl suggested leaving the funds in the CD, so that they can continue to mature, and using funds from operating revenue to make the TRS payments. Mr. Campbell said that he will connect Mr. Russell and Mr. Bahl to the appropriate person at the bank for further action. Ms. Cohen suggested that the Board renegotiate the terms of the CD.

Executive Director's Report

Academic Programming Update

Mr. Campbell reported that a variety of testing is continuing at the school throughout the last few weeks of the school year. SBECA is conducting a pilot test for sixth grade ELA examinations. He said that students have maintained the same level of concentration that they exhibited during the official State exams earlier in the spring. Sixth and seventh grade students are also taking the Scholastic Reading Inventory, which is administered three times throughout the school year to document changes in literacy. Also, more than 20 students are sitting for the Algebra I and/or U.S. History Regents exams, which are high school level tests.

Last Week of School Activities

Mr. Campbell said that all students will present portfolios on June 25th and 26th. They will be preparing for their presentations in class and in their Advisory sessions daily. Make-up presentations will take place on June 27th. The school will host a field day for students on June 28th. SBECA's inaugural class will graduate on Friday, June 29th. The graduation ceremony will be held at SBECA.

Submission of Proposed Organizational Chart to NYSED

The Board reviewed the original organizational chart, approved as part of the school's charter application, as well as a revised chart. Mr. Russell said that the new chart reflects changes meant to provide additional leadership support and foster higher academic achievement for students.

Lori Chemla made a motion to approve the submission of the proposed organizational chart to NYSED for its consideration. Jodi Schneider seconded, and the Board unanimously voted to approve the chart and its submission.

Executive Session

The Board voted to go into Executive Session to discuss personnel matters.

The Board came out of Executive Session and rejoined the public meeting.

Board/Personnel Committee

NYSED Approval of Services Agreement with BRICK

Mr. Russell reported that NYSED had granted its formal approval to engage BRICK as a service provider. He said that, under the approved services agreement, SBECA will purchase two services from BRICK: (1) curricula and an academic model, and (2) leadership development and human resources.

Leadership Transition Update

Mr. Russell reported that, with the help of BRICK, the Personnel Committee has identified a candidate to be the new school leader for the 2018 – 19 school year, beginning on July 1, 2018. Mr. Russell stated that the candidate, Brian Blough, is currently the Director of Teaching and Learning and the Director of Student Interventions at Dr. Richard Izquierdo Health & Science Charter School. He previously worked as the SPED Coordinator at Bronx Lighthouse Charter School. He played an integral role in turn-around efforts at both Bronx charter schools, which are now performing well. Mr. Blough is pursuing his PhD in Educational Leadership at Fordham University. Mr. Russell said that, on behalf of the Personnel Committee, he recommends that the Board approve the hiring of Mr. Blough.

Resolution to Appoint Brian Blough as Head of School, Effective as of July 1, 2018

Lori Chemla made a motion to offer Mr. Blough the position of Head of School, beginning on July 1, 2018. Felicia Franklin seconded, and the Board unanimously voted to approve the hire.

Mr. Russell said he would reach out to Mr. Blough to notify him of the Board's approval. He said that, if Mr. Blough accepts the position, a parent meeting will be scheduled to meet him.

Resolution to Approve Faculty and Staff Hire Letters & Dates for the 2018 – 2019 School Year

Mr. Russell stated that the Board had reviewed and discussed the draft hire letter for the 2018 – 2019 school year during its Executive Session, including the dates that would be embedded into faculty and staff letters.

Andrea Cohen made a motion to approve the 2018 – 2019 hire letters for faculty and staff. Jodi Schneider seconded and the Board unanimously voted to approve the letter content.

Mr. Russell said that offer letters would be distributed to faculty and staff shortly, now that the Board had approved the content and terms.

Mr. Russell added that the Board was in the process of reviewing options for faculty or staff who are not returning for the 2018 – 2019 school year and would share the decision once it is finalized.

Re-Election of Board Members with Terms Ending on June 30, 2018

Mr. Russell said that the Board uses staggered terms to ensure continuity, and that each June, approximately one third of the members complete their term and must decide if they would like to be considered for re-election or if they would like to rotate off. This year, Nancy Biberman, Lori Chemla and Davon Russell are completing terms. Each has expressed their interest in re-election to the Board.

Felicia Franklin made a motion to re-elect Nancy Biberman to the Board for another three year term. Jodi Schneider seconded, and the Board unanimously voted to re-elect Ms. Biberman.

Felicia Franklin made a motion to re-elect Lori Chemla to the Board for another three year term. Valerie Capers seconded, and the Board unanimously voted to re-elect Ms. Chemla.

Felicia Franklin made a motion to re-elect Davon Russell to the Board for another three year term. Valerie Capers seconded, and the Board unanimously voted to re-elect Mr. Russell. Mr. Russell abstained from voting.

Annual Conflict of Interest Disclosure Forms

Mr. Russell stated that all Board members should complete their annual conflict of interest disclosure forms for submission to NYSED. Forms can be emailed to Meredith Leverich.

New Business

There was no new business.

Adjournment

The Board voted to come out of Executive Session. The Board unanimously voted to adjourn the meeting. The next meeting will be held on July 12th, 2018.