

Academy of the City Charter School Board Minutes

A meeting of the Board of Trustees (the “Board”) of The Academy of the City Charter School (the “School”) was held on April 29, 2014 at 5:00 P.M. at the School (31-29 60th Street Woodside, N.Y. 11377)

Notice of the meeting was given by submitting a notice electronically to the Queens Courier newspaper, posting the meeting’s notice on the school website, and posting a paper notice on the bulletin board at Academy of the City Charter School, 31-29 60th Street Woodside, N.Y. 11377

The following members of the Board were present:

Nancy Sills, James Traub, Angela Howard, Steve Zimmerman, Harry Elish, Jessica James (participating on conference call, not voting)

The following staff members and visitors were present:

Richard Lee (Principal), Desiree Galashaw (Asst. Principal) June Schwartz (OSP), Paul Ajon (AoC Staff)

Nancy Sills moved to waive the reading of the March minutes and approve the minutes as written. Angela Howard seconded the motion and it unanimously passed.

Angela Howard initiated a discussion concerning the upcoming CSI third-year visit. RL reported that he and RW had been in contact with CSI and had responded to all their oral inquiries and forwarded all requested documents.

HElish gave the Report of the finance committee. The number of enrolled students exceeds the budgeted number by 6, with the result that the school has approximately \$150,000 in income in excess of budgeted income.

There is anticipated to be a net deficit in connection with the afterschool program of approximately \$15,000. The school is anticipated to have a surplus and the budget has been managed with fiscal responsibility. The Finance Report prepared by DBahl and distributed to the board is Exhibit A.

RL gave the School Report. Enrollment at AoC is at 277 children.

The re-enrollment is 96%. It is anticipated that approximately 12 children will leave. AHunt and NPeguero are in the midst of enrolling families right now. There are approximately 90 children being enrolled; 30 of them are siblings. The first 60 people on the waiting list have been offered spaces in the school. Most of the enrollment for the upcoming year should be completed by the early summer.

AoC has contacted a literacy consultant through the CEI-PEA, who will be working with the staff next year. There will be PD offered to the teachers by GoMath in June and August.

Letters of offer have been sent out to staff. It is anticipated that 33 out of 35 staff members will be returning. A full time custodian has been hired. New hires for next year will include a full time art teacher; a learning specialist; a first grade associate teacher; a kindergarten associate teacher and a fourth grade lead teacher. For next year there will be associate teachers in kindergarten and first grade classrooms. In grades 2-4, there will be a learning specialist assisting in the classrooms. There will also be two aides

hired for next year who will provide coverage as support people in classrooms and elsewhere in the school as needed.

The playground tiles have been laid down with the help of the staff and parent volunteers. The school now has a total of three areas that can be used by the children for gym and recess time, including an outside basketball area for the 2-3 graders. Summer renovations are being planned now, extending the contract and using the same Architectural firm we used for the school renovations. These plans include basement renovations, additional adult bathrooms, staff room, areas for therapy sessions, and lighting in the hallways. Cost for these renovations is estimated at \$80,000 dollars.

The last session of clubs will start this Friday, and will include: Yoga; Board Games; Chemistry; Cooking; Fashion Design.

Due to other time commitments, the professional learning communities have not met for approximately 6 weeks. There will be a poll circulated among the teachers to ascertain their interest in continuing the current or other topics. The PLC worked well and the teachers were very engaged. Teachers have been meeting on their own and doing grade level planning.

The State Math test, being given to the third grade, will commence on April 30.

The report of the PCO, which was distributed to the board, is Exhibit B.

SZ gave the report of the Open School Project

(SZ serves as a board member of the PCO). There are nine positions that need to be filled on the PCO board. To date, only 4-5 people have volunteered to serve on the board, although parents have been very actively volunteering for individual events. 30 people showed up at the last PCO meeting, and there have been 30-40 parents present at each assembly on Monday mornings. The journals and blogs maintained by the parent community are very positive about the school.

There was discussion about planning contingencies (space/funding) in the event the board determines to seek a charter amendment to expand to a middle school.

The business of the board being concluded, NS moved to adjourn the meeting. HElish seconded the motion, and it was unanimously passed. The next meeting of the board will be held at AoC at 5:00 p.m. on May 27, 2014.