

A meeting of the Board of Trustees (the "Board") of The Academy of the City Charter School (the "School") was held on July 29, 2014 at 5:00 P.M. at the School (31-29 60<sup>th</sup> Street Woodside, NY 11377).

Notice was given of the meeting, including the participation of board trustee James Traub via skype, by submitting a notice electronically to the Queens Courier newspaper, posting the meeting notice on the school's website, and posting a paper notice on the bulletin board at Academy of the City Charter School, 36-14 12th Street, Long Island City, New York 11106.

The following members of the Board were present:

Nancy Sills, James Traub (via Skype), Angela Howard, Steve Zimmerman, Harry Elish, and Jessica James.

The following staff members and visitors were present:

Richard Lee (Principal), Desiree Galashaw (Asst. Principal) June Schwartz (OSP), Dorothy Bukantz (AoC Staff), Julie Simonson, (PCO) and Ana Vasquez (Scribe).

Rick Welles called meeting to order. Nancy Sills moved to waive readings of June minutes and approved the minutes as written. RW seconded the motion. The motion was unanimously passed.

### **Education Committee**

Angela Howard and Richard Lee presented an update. The committee was presented with the preliminary scores for 2014 3<sup>rd</sup> grade testing and assessment. These preliminary figures, which is all the school has received to date, are from the multiple choice portions of the tests, and indicate only which children have achieved grade level (i.e. received a 3 or a 4 on the exam) or failed to achieve grade level (i.e. a 1 or a 2 on the exam). 77% of the third grade students met promotional criteria for ELA exams and 85% of the third grade students met promotional criteria for Math exams. RL mentioned that due to a lack of baseline scores, a 20%--25% drop should be expected once all the data is in. Full scores will be available for Board review during the August meeting to be held on August 26, 2014. RL commented that scores reflected that school was "growing on the right direction" but should be considered only one part of what board uses to measure expectations. NS noted that the education committee will be examining the issue of "authentic assessments" in the future.

### **School Report**

Richard Lee presented the School Report. The school has received over 1,000 applications for next year for "little over 100" spaces. The school has a 96% re-enrollment from current families for the upcoming school year. 8% of students will be repeating a grade. RL and Desiree Galashaw are working with staff to establish beginning of the year expectations including a focus to keep children on task, meeting individual learning needs and emphasis on higher order questions. RL and DG will work closely with teaching staff to ensure students "reach the highest standards they can."

School has also purchased a subscription to Cool Culture. Cool Culture provides free access to museums, zoos, and gardens for free. Program is slated for Title I schools and PK-K parents. The school will be seeking to raise funds (through the PCO and the Board)

is \$20,000., with fundraising ongoing from September to February.

NS mentioned that library needs help with organizing materials. PCO is working to reach out to parents to assist library in sorting books.

### **PCO Report**

Julie Simonson presented the PCO Report. The new PCO board has met. The PCO Board has two people for each officer/leadership position and is composed of a “large band of excited, intelligent, creative people” many with experience in fundraising. PCO is working to establish new fundraising ideas like a gala and a yearbook to complement smaller fundraisers. PCO is hoping to raise \$20K by June. The first PCO meeting will take place on September 1, 2014. Due to feedback from parents, PCO is establishing a morning meeting option. Meeting times will alternate between Monday morning and Tuesday evening. The PCO is also seeking a Spanish translator to be present at meetings. PCO is currently working with teachers to recruit parents to serve as class parents for the upcoming school year. Younger grades will have two class parents per classroom. The PCO has a special class parent coordinator and is working with the teachers to help bolster and improve the class parent experience.

### **Finance Report**

(The Finance Report prepared by D. Bahl and distributed to the Board is Exhibit A). Harry Elish provided the finance report. The distributed Finance Report did not deviate from draft budget presented at previous meeting. The Finance Committee will have an in depth meeting in October (10.26). AoC is currently undergoing an audit. RL asked finance committee for recommendations with regard to the ongoing audit. HE will be speaking with and/or meeting with the auditors. HE and NS are the audit committee of AoC. HE recommended that best practices was rotating auditors on a routine basis.

### **OSP Report**

Steve Zimmerman presented the Open School Project report. RW will be going to upcoming NECSN (Northeast Charter School Network) conference taking place from 8/2—8/4. OSP is also working to procure facilities as AoC adds grades four and five. OSP is engaged in seeking facilities funding from DOE with regard to the space needs of AoC as it adds grades four and five.

OSP is working on a Memorandum of Understanding with regard to additional space, including middle school space, at the Variety Boys and Girls Club of Queens. DG presented her report from a visioning meeting she attended with VBGQ. She stated that the meeting was “wonderful, light-hearted” and VBGQ appeared invested in middle school project and “willing to do whatever it took to keep [AoC] happy.” Report mentioned that VBGQ is “in no rush to build” and takes an approach centered towards “bringing out the best in children.” Overall, VBGQ and AoC are excited about partnering.

AoC will be piloting OpenSchool software. OSP has other upcoming pilots with different schools throughout the city including the Peck Slip School, Cooke Center, an independent provider of SpEd services, and VBGQ. OSP is also participating in a pilot managed by the iZone, an independent EdTech department of the DOE. iZone pilot is also associated with researchers from John Hopkins.

RW asked RL to explain case for a middle school amendment.

RL said that “issue was a compelling case.” The District is lacking in good middle school alternatives and current families are “largely in favor” of expanding AoC to include a middle school. RL state that expanding into a middle school “is no easy feat but if you’re keeping 90% of your population it is a doable task.” AoC will work to device a system to keep most of AoC students (about 97% on the high end and 90% on the low end). RL also put together an organization chart of how leadership would expand in a middle school, with a head of school, a principal for each of the elementary and middle schools and a full time CFO.

Middle school expansion is envisioned to involve 800+ students, a sum that is considerable larger than originally planned (500 students). RL believes that “AoC currently holds the right team to do it.”

NS asked for specific thoughts on middle school programming. RL said that the middle school will offer the children choices in different academic areas. It will also focus on socio-emotional development. Additionally, if VBGCQ partnership comes into fruition “middle school will have the facilities it will deserve.” DG commented that a middle school could be “the beginning of schools without walls” and would encourage to students to “take advantage of where they live.”

There ensued further board discussion concerning maintaining and growing the excellent elementary school program while establishing a middle school program. JT moved that AoC be authorized to apply for an amended charter to expand to grades 6-8. AH seconded motion. Motion was unanimously passed.

### **Miscellaneous**

RW presented the Board calendar for the 2014—2015 school year. Board and committees will meet on the following dates:

- 8.26
- 9.30 (Education committee)
- 10.28 (Finance committee)
- 11.18 (Moved due to holidays)
- 12.16 (Moved due to holidays)
- 1.27 (Finance committee)
- 2.24 (Education committee)
- 4.28
- 5.26 (Finance committee)
- 6.30 (Annual meeting)
- 7.28 (Education committee)

It was also requested for upcoming board meeting (8.26) committees needed to decide whether they need to continue. Continuing committees need to present their plan for the upcoming year.

RW requested permission to write and send letter to the DOE requesting co-location in DOE facilities for AoC's additional fourth and fifth grades for the 2015-16 school year. NS

HE moved motion add DG as a signatory to the checking account. NS seconded motion. The motion was unanimously passed.

NS mentioned that the Board in conjunction with AoC's music teacher, Alan Nunez, are initiating an instrument drive, looking for gently used band instruments in connection with Mr. Nunez's ongoing plans to develop an instrument program for AoC. This is also a good opportunity to promote the school and "get on people's radar." NS asked each board member to reach out to organizations with which they might be affiliated (church, community, educational) to seek gently used instruments. JS mentioned that the PCO would be interested in helping with the drive.

DG reminded board to submit disclosure forms.

### **Executive Session**

NS moved that the board go into executive session to discuss a student disciplinary issue. AH seconded the motion. Only board members were present during the executive session. There were no votes taken during the executive session. NS moved that the board return to public session.

### **Resumed Public Session**

The board returned to public session. The business of the board being concluded, RW moved that the board adjourn. JT seconded the motion, and it was unanimously passed.