

The annual meeting of the Board of Trustees (the “Board”) of The Academy of the City Charter School (the “School”) was held on June 24, 2014 at 5:00 P.M. at the School (31-29 60th Street Woodside, N.Y. 11377)

The following members of the Board were present:

Richard Welles (Chair), Nancy Sills (Secretary), James Traub, Steve Zimmerman, Harry Elish.

The following staff members and visitors were present:

Richard Lee (Principal), Desiree Galashaw (Asst. Principal) June Schwartz (OSP), Dorothy Bukants (AoC Staff), Emily Kotsaftis, (PCO), Amanda Lefer, (PCO), Ana Vasquez (Note taker), and Jonathan Gyurko (Coalition of Community Charter Schools)

Rick Welles started the meeting by noting some changes in the agenda and that issues to be discussed would include votes on approving the 2014-2015 budget, board membership, board officers and an executive session concerning the principal’s evaluation. Overall, AoC had an “extraordinarily successful year.”

Presentation Re CCCS

Jonathan Gyurko gave a presentation about the Coalition of Community Charter Schools. CCCS was created as a voice for independent charter schools. CCCS is committed to working in collaboration with city administration, committed to promoting equality of students, and sharing innovations with district schools.

CCCS has three major goals they want to accomplish: on a state level, to restore charter school funding formula, on a city level, to preserve charter policies and on a sector level, to promote a greater equity of responsibilities and retain autonomy.

He stated that CCCS is a membership-driven organization acting as a community voice that resonates with community leaders and officials. CCCS is currently exploring how to incorporate membership structure along with meeting set goals.

James Traub asked, “What would [CCCS] have to do in order to be able to change current politics and/or persuade current lawmakers?”

JG responded that CCCS is working to create a community brand through parents and allies in order to petition Albany. Through this, CCCS is hoping to demonstrate to NYS government officials that if they vote against charter schools they are voting against a majority of its constituents. CCCS is also working for form a relationship with Governor Cuomo.

Harry Elish mentioned that growing schools are eligible for NYS funding to cover leasing space in private buildings. Rent is currently about 20% of AoC’s budget. Steve Zimmerman is also member of the CCCS Steering Committee.

RW moved that the board authorize the administration to join the membership of CCCS membership and pay membership dues of \$10,000. Harry Elish seconded the motion,

charter organizations that require a fee to avoid redundancy of services.

May Minutes

Nancy Sills moved to waive the reading of May minutes and approve the minutes as written. JT seconded the motion and it was unanimously passed.

PCO Report

Emily Kotsaftis presented the PCO Report. The PCO had a highly successful year. Overview of milestones included: the Spring Concert (5/29), which earned \$442 and received overwhelming support from parent volunteers. The Book Fair (6/11—6/13), which sold over \$4,000 in books and netted \$900 for the PCO. The Year-End Giving (6/2) collected over \$1,000; gifts to teachers and staff will be distributed on 6/25.

PCO Board Elections were held recently. Julie Simonson will join the PCO as co-president. Only 39 ballots were received back from a parent base of 250 families. Overall, this was an improvement from last year. A retreat with current and future members is currently in the works.

Finance Report

Harold Elish delivered the Finance Report. (The financial board package distributed before the meeting, including the proposed budget is Exhibit A). The complete 2014-2015 school budget had been presented to the finance committee and reviewed in detail with RL and Digant Bahl, accountant and outside CFO. The finance committee which recommended that the budget be adopted. HE proposed that the budget for next year be adopted. NS seconded the motion and it was unanimously passed.

OSP Report

SZ delivered the Open School Project report. SZ is building a relationship with the Variety Boys and Girls Club of Queens. VBGCQ is working with a developer to develop the property on 21st St in Astoria to add residential units and a middle school; this is a good opportunity to continue “community-based visioning.” NS mentioned there are grants available for schools that provide community services. SZ stated that the next step was the development of an MOU for the 2015—2016 school year, along with outreach to local politicians.

Board and Officers

RW addressed Board Membership. The terms of two board members (RW and SZ) were expiring. NS moved that their terms be renewed. JT seconded the motion, and it was unanimously passed. RW moved that the current officers remain in their posts, with the exception that HE become Treasurer. JT seconded the motion, and it was unanimously passed. The officers are:

Rick Welles—Chair
Angela Howard—Vice-Chair
Harry Elish—Treasurer
Nancy Sills, Secretary

Board member, Silvana Vasconcelos, has resigned. The Board noted her excellent and

research when her term would have expired in the normal course. HE suggested that AoC inform SUNY about board resignation.

School Report

Richard Lee delivered the School Report. Last day of school will take place on 6/25. 7% students were retained in the same grade. School has a 90% re-enrollment rate of current families; 85% of new families have already been enrolled.

90% of staff (32 out of 35) will return for next year. End-of-year staff reviews have been completed. JT asked if the reviews were influenced by issues brought up by SUNY visit. Desiree Galashaw mentioned that reviews were focused on reflective practices and that the staff had been asked to work on improvements over the summer. The reviews and goals will be discussed with the staff in the End-of Year Meetings happening on 6/26 and 6/27. In the future, DG and RL will focus more on staff observations and have monthly observations when necessary. Observations will involve goal setting with teachers, drafting action steps, providing written feedback and information, expectations, and practices.

DG noted that reviews were written as specified by the CBA. Any actions will have to follow process dictated by the CBA.

Aoc staff were given the opportunity to have professional development around the GoMath curriculum; in August the staff will participate in a webinar on running records for reading assessment. AoC is also joining a Special Education collaborative to provide school support.

AoC is in the process of interviewing for the following positions: Teacher Assistant and Dean of School Culture; interviews taking place within the next two weeks and candidates will be hired in mid July.

SZ asked about the criteria for the Dean position. RL said that they are looking for someone who understands young children, can work with families and children, is understanding of family circumstances. Interview process includes a writing sample and role-playing different scenarios.

Executive Session

JT moved that the meeting go into executive session to discuss personnel review and a student disciplinary matter. There were no votes taken during the executive session. NS moved that the board return to public session. JT seconded the motion.

Resumed Public Session

The Board returned to public session. During the public session RW moved that AoC award RL a bonus of \$10,000. JT seconded the motion, and it was unanimously passed.

The business of the board at the June Annual meeting being complete, JT moved that the Board adjourn. NS seconded the motion, and it was unanimously passed.

The next meeting of the Board shall be held on July 29, 2014 at Academy of the City Charter School.

