

Minutes of the Academy of the City Board of Trustees Meeting of November 22, 2016

A meeting of the Board of Trustees (the “Board”) of the Academy of the City Charter School (the “School”) was held on November 22, 2016 at 5:00 pm at the School (31-29 60th Street, Woodside, NY 11377).

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

The following members of the Board were present: Nancy Sills (Chair), Angela Howard, Rick Welles, James Traub, Harry Elish (via video link), Michela Nonis (Secretary) and Steven Zimmerman. The following staff members were present: Richard Lee, Principal.

Chair Report

NS called the meeting to order and extended the board’s thanks to RL for actions taken to reassure the school community after the recent election. AH volunteered to do research on immigration issues and report her findings to RL. There was a discussion around a proposal circulated by SZ for a campaign to promote inclusivity featuring short videos with students talking about democracy and inclusivity, to be featured on the school website. AH strongly supported the proposal. RL indicated a desire to know more about the campaign as a whole but will allow C3S to shoot a video prototype for the school’s website.

Board Policy on Targeted Outreach and Hiring of Admissions Associate

NS asked for a motion to adopt the board policy on targeted outreach (previously distributed to the board and attached as Exhibit A). HE so moved, JT seconded and all were in favor.

An Admission Associate will be hired in order to implement outreach at AoC. The Admission Associate will also be available for other part-time duties as needed. NS asked for a motion to approve the hiring of an Admission Associate, AH so moved, JT seconded the motion and all were in favor.

Report on SUNY benchmark: Governance

NS reported that board governance is working well. There will be a board meeting in January that will focus on reviewing board policy and finding new board members.

Ratification of the minutes:

MN asked for a motion to ratify the minutes of the October 18th board meeting (previously distributed to the board and attached as Exhibit C). NS so moved, AH seconded and all were in favor.

School Report

RL gave the report (previously distributed to the board and attached as Exhibit D). RL showed the board a DOE dashboard showing that AoC continues to do very well both academically and socially. AoC is the only charter in District 30 that is considered high impact and high performance. Internal ELA assessments also show continued progress. Math will be assessed at a later point. PBL is in now in all classrooms. Social & Emotional categories will be reported in January; the most at-risk kid are being well supported. AoC fourth graders have been involved in a design for the playground space and the design is now complete. The school is now getting feedback from the rest of the school including the parent community. The cost is will be between 8 and 10K.

RL discussed the work he has done with the leadership coach in the past school year. The board approved continuing the relationship for this coming year.

Fundraising Committee

JT gave the report. Fundraising letter will be sent out after Thanksgiving. A list of donors will be circulated among the board. NS discussed the idea of underwriting a year-end gift for the graduating fifth graders.

Finance Report

HE gave the finance report. The numbers for the budget are coming in as forecast. HE requested a motion to pay for participating in the Con Ed program to substitute more efficient LED lights for those now in place at the school. AH so moved, JT seconded and all were in favor.

OSP Report

SZ gave the report (previously circulated to the board and attached as Exhibit E). MS report will be distributed by the end of November. Grant research is continuing as per program. A feasibility study for building a new Middle School at the present site is complete and will be discussed during the Middle School Task force meeting.

Executive Session

NS asked for a motion to move to executive session to discuss a personnel issue. HE so moved, RW seconded the motion and all were in favor. No votes were taken in the executive session.

The business of the executive session being concluded, AH moved to return to public session. NS seconded the motion and all were in favor.

There was no further business discussed during the public session. The business of the public session being concluded, JT moved to adjourn, SZ seconded the motion and all were in favor. The next board meeting will be on January 17 at 5:00 pm.