

Academy of the City Charter School
Board Meeting Minutes

A meeting of the Board of Trustees (the “Board”) of The Academy of the City Charter School (the “School”) was held on February 26, 2013 at 5:00 P.M. at the School (36-14 12th Street Long Island City NY 11106)

Notice of the meeting was given by submitting a notice electronically to the Queens Courier newspaper, posting the meeting’s notice on the school web-site, 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:

Dr. Richard Welles, Steve Zimmerman, Nancy Sills, Silvana Vasconcelos and Angela Howard

The following staff members and visitors were present:

Kate Smallberg (teacher), Adam Hunt (director of operations), June Schwartz (Open School Project), Dorothy Bukantz (teacher), Desiree Galashaw (assistant principal), Edwin Jiman (UFT), Richard Lee (principal), Tina Collins (UFT), and Paul Ajon (AoC)

R. Welles called the meeting to order. He spoke about the distressing news that money is being taken away from education because of concerns that the common core curriculum will not make that much of a difference, that charter schools have not made much of a difference. His homily, we should skate where the puck is going, not where it has been.

Committee updates:

A. Howard gave the report of the facilities committee. She spoke of the RFP process in which 3 architects were interviewed and considered. One of the three was eliminated and the other two are being considered by the committee. The architects being considered are Debrisay & Smith and WAAI Design. The RFP's and architects' proposals are available for review. There is a competitive SSF grant for building renovations (the grant application was prepared by the Open School Project on behalf of AOC) that was awarded to AoC. N. Sills gave an update on the lease negotiations. There have been drafts exchanged by the attorneys for the landlord and for AoC. With the move to the new school and the rent due on the new lease, R. Welles and S. Zimmerman stressed the importance of improving enrollment and meeting the targeted enrollment numbers for the future.

Motion: A. Howard moved that the board approve the following resolution:

Resolved that the board approve the revised enrollment plan presented to the board at the January 2013 meeting (Exhibit A). N. Sills seconded the motion. The motion was unanimously passed by all board members present. Motion: S.

Zimmerman moved that the board approve the following resolution: Resolved that at the termination of its current sublease, Academy of the City Charter School move to a school facility owned by the Diocese of Brooklyn at 3130 61st St Woodside, NY 11377. N. Sills seconded the motion. The motion was unanimously passed by all board members present.

S. Zimmerman discussed that for the charter revision process there will be 3 requested revisions: enrollment; a change in the school calendar to shorten the school year and moving the facility to the Corpus Christi facility.

Teacher report:

Richard Lee read the teachers' report at the request of the teachers. The report discussed behavior issues and noted that the teachers had been implementing strategies whereby children were encouraged to take out time to "reboot" or take out time to reflect. This "reboot" method, along with other methods have proven to be useful in most situations. A. Howard asked if goals have been met for improving

in behavior and if there has been an improvement from last year. K. Smallberg responded, talking about the positive outcome from these strategies in her class and how there has been a great change in her children in comparison to last year.

R. Lee agreed that the children are responding well to the methods being used to and that there has been a positive change since last year. D. Galashaw and R. Lee further noted that the children want to be in the classroom and not sit in the office. The goal of the behavior approach of the school is for the children to acknowledge their own responsibility, that they made a mistake. There have been some effective uses of external motivations for children who have trouble with hard transitions. R. Welles pointed out the effective use of this behavior model and the positive outcome for AoC's children vs. the "no excuses" model. N. Sills noted how proud she is of the progress the school has made in this area, and how quickly. That a problem identified last year was immediately addressed by the whole school community with a positive outcome for the children and the school. R. Lee noted that while things have improved, the administration is continuing to monitor behavior, that there was an increase in some incidents of physical aggression in the school over the last month, and that he and D. Galashaw were studying why.

Finance Report:

R. Lee gave the finance report prepared by D. Bahl who was not able to be present. The finance report is exhibit B. Richard Lee discusses numbers being projected, net income after costs, after school costs, Key fiscal factors, Fed grants, assets and liabilities. S. Zimmerman discussed the lines of credit being applied for by the school and a possible loan. R. Welles discussed the positive effect increased enrollment will have on the finances of the school with regard to revenue.

PCO Report: There was no PCO report. S. Zimmerman noted that there was an upcoming family swim night at Boys and Girls Club, with pizza and a DJ.

School Report: R. Lee gave the school report. Enrollment is robust, at 153, with a possibility of 154 for an additional child in kindergarten. Kindergarten and Second grade are now at maximum, with 27 per class. First grade has 46 children. The FTE billing for February is 149.68 or 149.7, which brings the school within the projected enrollment. Outreach is going strong. Currently there are 456 applications for the lottery (vs. 429 in total for last year). The school is planning to enroll approximately 100 children for next year. Over 30+ families attended the outreach program R. Lee and D. Galashaw ran for parents. 2,500 flyers are being mailed to families with Pre-K, K and First Grade children in the Woodside zip code. There has been outreach to head starts and other daycare centers. Outreach is also going forward through parent list-serves and through word of mouth through our current parents.

The school has acquired more than 700 books through a paperbackswap.com, of which R. Lee is a long-standing member, 200 of which were free. In addition, through the money earned from the Scholastics Book Fair, the school purchased more than 700 books for a lending library. Now AoCis the school that sends books home. There are more than 1,000 just right leveled readers that the children can take home and read with their families. The children are very excited. The books are sent home in a special folder and, when they are brought back, the children can choose another book to take home. Desiree Galashaw explained assessments and improvement in classes overall (see Exhibit C). The second graders have taken a nationally normed math test. R. Lee and D. Galashaw are still studying the results and will report on them to the education committee before the next board meeting. A. Hunt talked briefly about his thousand book drive for the school, and how the school has to collectively read a thousand books to reach the prize of seeing Mr. Hunt cut off all his hair. The school has completed its observations of all teachers. At this point the school will announce what positions are opened and consult with the teachers as to their plans for next year. This is the prime hiring season for the school and R. Lee and D. Galashaw will be attending the bank street

job fair, the charter school job fair. In addition, openings will be published on craig's list. The school will do internal hiring before doing external hiring.

Update on UFT Negotiations: R. Lee gave the report. A revised employee handbook has been agreed upon . The school is still negotiation the CBA. Open issues concern salary, benefits and the definition of family leave. There is a meeting with the UFT bargaining unit scheduled for March 4, 2013.

Open School Report: S. Zimmerman gave the report which was a demonstration of the e-portfolio which will be used, initially, by the second grade classes. The e-portfolio was well-received by the board.

Board Membership

Nancy Sills discussed adding new members to the board including parent's and she and R. Welles discussed formalizing procedures by which new members would be considered and vetted. At the present time there are two people being considered for board membership. The board also discussed the issue of parent members on the board.

The business of the board was concluded. Angela Howard moved to adjourn the meeting, N. Sills seconded the motion , all agreed unanimously.