

Minutes of the Academy of the City Board of Trustees Meeting of September 24, 2015

A meeting of the Board of Trustees (the "Board") of the Academy of the City Charter School (the "School") was held on September 24, 2015 at 5:00 pm at the School (31-29 60th Street, Woodside, NY 11377).

Notice was given of the meeting 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), Richard Welles, James Traub, Harold Elish (Treasurer), Michela Nonis (Secretary), Steven Zimmerman, Pily Quintanilla (PCO Co-Chair) and Monica Kahn-Liriano (PCO Co-Chair).

The following staff members and visitors were present: Richard Lee (Principal) via telephone, June Schwartz (OSP), Amanda Lefer (OSP), Adam Aberman (The Learning Collective) via telephone.

NS called the meeting to order and introduced PQ & MK-L (PCO Co-Chairs) as ex-officio members of the board.

NS reminded the board that AAberman would be calling. The board then spoke with A Aberman. After the call there was a discussion of board benchmarks and the school's educational program. The board will make sure that there is wide board participation during the discussion with SUNY.

Onboarding of new members: There was a discussion regarding the onboarding of new members. NS and SZ will distribute onboarding documents with links to parts of the charter renewal application. Individual mentors for new members will be assigned.

Resolutions: NS then requested a motion to adopt a resolution to ratify the amended Master Lease and the Parking Lot Lease both of which had been previously distributed to the board and are attached as Exhibit A and B. The resolution is Exhibit C. JT so moved, HE seconded the motion and all were in favor.

NS requested a further motion to adopt a resolution to approve the Amendment to the OSP Contract Agreement, previously distributed to the board and attached as Exhibit D. MN so moved, HE seconded the motion, and it was approved unanimously.

NS then called for a motion to waive the reading of the minutes of the 8/25/15 board meeting, previously distributed to the board and attached as Exhibit E, and ratify them as written. HE so moved, JT seconded the motion and all were in favor.

The following written reports were distributed to the board prior to the meeting but were not discussed at the meeting: the School Report (attached as Exhibit F) and the OSP Report (attached as Exhibit G).

The following committees reported:

Finance & Operations: HE gave the Finance Committee report, previously distributed to the board and attached as Exhibit H. Everything is in order. There have been some minor organizational issues with TD Bank but they have been resolved and school will retain its account there because of proximity and convenience. The Cmte. is working on its review of operations. DBahl's team has been contracted for 20K per year to provide services to the back office. The board will hire an outside consultant to review operations in the early part of 2016.

For the record, the signatories on the bank account are: SZ, NS, HE, AHunt, DG and RL.

Development & Advocacy: JT gave the Development & Advocacy Committee report, previously distributed to the board and attached as Exhibit I. The Cmte has come up with 2 possible themes for the year: the after school program and the library project. The PCO reported that parents who have their kids in after school now do so because they need the caretaking rather than for the enrichment. The Cmte is considering discussing with the School the possibility of bringing in enrichment programs for after school such as Studio in a School and the Martha Graham Organization, as well as adding tutoring and sports programs. The PCO would like the after school program to take place in the school building.

The Cmte is also considering fundraising toward bringing in more non-fiction books for the library, possibly connected to the core knowledge curriculum subject to further discussion with the school leaders.

One other issue the committee discussed is supporting professional development for the school staff.

PCO Report: MK-L gave the PCO report, previously distributed to the board and attached as Exhibit J.

Highlights: the first PCO meeting last week was well attended. The PCO is looking for more volunteers. There will be no more potlucks but rather the PCO will sell the food at school events. The PCO has begun to have book sales at every half day to raise money. Curriculum night went better than last year. The PCO changed the format so that parents with 2 kids in school could attend both curriculum talks. RL was very open to making the changes. The PCO is hoping to continue the Cool Culture program—only available for Kindergarten--and will discuss helping the school fund it. AL is working for the PCO to put together a focus group for parents. HE & AH will reach out to the PCO co-chairs.

The discussion of the reports being completed, NS moved that the board go into executive session to discuss the review of the school leader. There were no votes taken during the executive session. (Minutes of the executive session are maintained separately). The business of the board during the executive session being concluded, the motion was made, seconded and unanimously approved to return to public session.

There being no further business of the board during the public session, NS moved to adjourn the meeting. The next board meeting will be on October 14, at 5:00 pm.

