



MINUTES
Board of Trustees Meeting
June 16, 2015

The meeting was held at: 198 Varet Street, Brooklyn, NY 11206

PRESENT

Lourdes Putz, Chair
Marcenia Johnson, Trustee
Samuel Rivera, Vice Chair
Gabriel Perez, Teacher Liaison
Charles Hobson, Trustee
Joseph Cardarelli, Trustee

GUESTS

Kathleen Gaffney, Principal *via phone*
Ellen Eagen, School Attorney
Mary Kenny, Minutes Transcriber
Princess Barimah, Staff
Kathy Fernandez, Staff
Paul Leleck, *via phone*
Katie Manion

Darnell Pierre, Staff
Belnardina Madera, Staff
Patrick Kern, Staff
Raymond James, Staff
Donald Brusca, Staff

EXCUSED

James Lema, Trustee, Akil Bello, Treasurer, Robert Shea, Trustee

The meeting was called to order at 6:41pm. It was noted that the posting advertising the Board Meeting to the public was torn down off the front door outside the building.

1. WELCOME

Ms. Putz opened the meeting and welcomed everyone.

2. FINANCE

- a) Board broke into Executive Session
- b) Public Meeting Continues
- c) Fiscal 2015-16 Budget

- Approval of Budget

Ms. Fernandez reported to the Board on the Audit, which is due on June 18. She then reviewed the Fiscal School Year Budget for July 1, 2015 to June 30, 2016.

Total Revenue is \$16,320,825. Total Operating Expense is \$16,070,315. Changes in Net Assets: \$250,510. Total Non-cash Expense: \$1,322,000. Cash Available from Operations: \$1,572,510. Cash Obligations: \$698,288. Net Cash from OPS: \$874,222. Ms. Johnson questioned Title Funds that were carried over from last year. Mr. Rivera made a Motion to approve the 2015-16 Budget. Mr. Hobson Seconded. All were in Favor.

- IT Update

Ms. Eagen reported on updating technology. Phase 1 includes backups on the server, extending warranties and replacing UPSes with network cards. Mr. Rivera made a Motion to approve the IT Update Proposal. Ms. Johnson Seconded. All were in Favor.

Ms. Eagen spoke about security expenses and feels the Board needs to review. She said that Ms. Barimah did a good job to address the audit and Mr. James made additional suggestions. Ms. Johnson expressed concern over an incident that occurred this week with students and Ms. Eagen said that we need to look further into preventative measures to diffuse situations.

3. APPROVAL OF MAY 2015 BOARD MEETING MINUTES

Move this item to later in the meeting, between # 8 and 9.

4. ACADEMIC REPORT

Ms. Gaffney reported. The invitations for graduation at Hunter College are ready. She thanked the Board for

their help. Staff evaluations are done. Students are taking Regents Exams this week. 77 ½ % of students passed their classes but we still have issues with senior Math and Science.

a) 9th Period Proposal

- Mr. Brusca reported on the 9th Period Task Force. He said the ten-person committee collected feedback from teachers and most felt that it should be optional for students. The committee proposes that next year it should be available to students from all cohorts but attendance should be optional, not mandatory. The Board discussed attendance and what clubs are offered and by who. Next year, the committee proposes that we also offer extra help, planning time, credit recovery, etc. Also, the sports program works well in 9th period. Ms. Eagen said that it was ambitious. We need to evaluate it and see if it grows next year. She will look at the charter to see how the language reads about afterschool activities. The Board asked Mr. Brusca and committee (including student government) to track it next year. Mr. Rivera thanked the Task Force for working so hard on this.

b) Enrollment

- Ms. Pierre reported that we have 941 students. 221 applicants for 9th grade have already registered for next year, and there will be a third round of registration in July.

c) Bridge Program

- We will have a Bridge Program for two weeks starting July 20. Mr. Bello met with the representatives of the program. Ms. Fernandez said that we had budgeted \$45,000 for it but it will cost considerably lower than that.

d) Status of College Counselor

- The position is still vacant but Mr. Brown has asked to be considered. His position will be dissolved and a Programmer will take over, which is already budgeted. Mr. Bello interviewed him and the others and will have more feedback at next month's meeting.

5. HUMAN RESOURCES

Ms. Barimah reported. The contracts are out for instructional staff and have until June 26 to return. The 360 Reports are being done on all directors and the Principal. 403(b) contribution takes place on June 30. An HR memo went out regarding roll over, care time, 403(b) contribution and the calendar. This week is open enrollment for benefits. Also, staff can participate in commuter benefits.

- Mr. Perez presented a letter from members of the staff urging the Board to re-evaluate the religious holidays, in particular, school being closed on Good Friday.
- Ms. Putz said that the Board discussed the issue at the last meeting and didn't feel it was fair to charge employee's care days. Ms. Johnson said that she urged the Board at the last meeting to keep all the religious holidays the same. Ms. Gaffney felt that attendance would be low if the day was a ½ day schedule, as discussed.
- Ms. Putz felt to be fair to all religions, Good Friday should be a PD day. If an employee wants to observe it as a religious holiday, they will use their care days. She appreciated that the anonymous writer of the letter came forward through Mr. Perez. The Board all agreed that staff who take off for all religious holidays that are not national holidays will be personal days.
- Ms. Barimah will address the issue.

6. FACILITIES/IT UPDATE/SECURITY UPDATE

- Mr. James reported to the Board. He said he received three proposals for replacing carpets with tiles and for the 5th floor wall in the hub area.
- Security: Mr. James showed the Board a presentation on a breakdown by each floor of security and FDNY.
- Ms. Johnson questioned the incident that occurred. She said a parent called with concerns that a riot broke out and our safety officers were letting the students fight. Mr. James said that is not true and we have it on video what actually occurred. Police were called. Also, in response to this, security will

wear uniforms throughout the summer.

7. COMMUNITY OUTREACH/FUNDRAISING

Mr. Kern reported to the Board.

- The Walentas Family Grant was submitted and if awarded, will be used for a parent resource library. We should hear back in July.
- We will have a meeting here tomorrow night on the Newtown Creek Alliance which is proposing ways to clean up the creek and create a public space.
- VICE project went well and our students gave great feedback.
- Title amendments have to the end of this month and he is working with the Principal on this.
- Mr. Perez had a feedback session with teachers about this year and they reviewed what worked and what didn't.

9. APPROVAL OF MAY 19 BOARD MEETING MINUTES

*Add "***Proposed date*** of next Board Meeting will be June 25, 2015" to #12. Mr. Rivera made a motion to accept the May 19, 2015 Board Meeting Minutes with update. Ms. Johnson seconded. All were in Favor with two Abstentions.

10. BOARD GOVERNANCE

a) Voting of 2015-16 Board officers

The Chairperson of the Nomination Committee put forth her nominations:

- Lourdes Putz as Chair of the Executive Committee
- Samuel Rivera as Vice Chair of the Executive Committee
- Charles Hobson as Secretary of the Executive Committee
- Akil Bello as Treasurer of the Executive Committee
- Marcenia Johnson as Chair of the Nomination Committee

All were in Favor with No objections and No Abstentions.

The Chairperson then put forth her nominations for the Board of Trustees:

- Lourdes Putz as Chair
- Samuel Rivera as Vice Chair
- Charles Hobson as Secretary
- Akil Bello as Treasurer
- Joseph Cardarelli as Trustee
- Robert Shea as Trustee
- Marcenia Johnson as Trustee

All were in Favor with No Objections and No Abstentions.

b) Completion of Financial Disclosure Form

The members of the Board present filled out and submitted their financial disclosure form. The other members have until July 1, 2015 to submit.

10. NEXT BOARD MEETING

July 21, 2015 at 5:30pm

11. ADJOURNMENT

Mr. Rivera made a motion to adjourn. Ms. Johnson seconded. All were in favor.