



BOARD MEETING

October 4, 2018

Time: 6:53 pm – 9:55 pm
Location: 100 Charles Lindbergh Blvd. Uniondale NY 11553
Facilitator: Bishop Barrington Goldson, Chairman of the Board of Trustees
Board Secretary: Racquel Grizzle

Trustees in Attendance: Robert Stewart, Dawn West, Peter Goodman, Esq., Roderick Roberts, Dorothy Burton, Esq., Beth McKenzie, Dr. Roger Ball, Donovan Henry, Marie Graham, Esq., and Stephen Rowley

Others Present: Wayne Haughton (Acting CFO & Facilities Director), Sandra Oneil (General Counsel & Human Capital Director), Carl Johnson (Comptroller), Donna Douglas (Director of Operations), Nicholas Stapleton (Superintendent), Dermoth Mattison (MS Principal), Travis Holloway (HS Principal), Cheryl Calamiong (LES Principal), Keiron Phillips (UES Principal)

Vice Chairman Stewart called for the Acting Chief Financial Officer & Facilities Director's Report.

Report/Reporter: Acting Chief Financial Officer & Facilities Director's Report
Person Responsible: Wayne Haughton

Action Items:

Deadlines:

Conclusion:

Mr. Haughton provided the Board with his report. The Academy Charter High School construction project is currently advancing with all projects on schedule. New data showing work completed was presented to the Board of Trustees. Under the Hempstead Expansion Project, the external work is 100% completed. Regarding the Academy Charter School-Uniondale, classes began on Tuesday, September 4, 2018. Phase two of the demolition plan has begun. To date, there have been four additional Kindergarten classes added to the Upper Elementary School building. Regarding finances, the YTD financial review has been completed by the Financial Committee and a resolution will be presented for its acceptance. The Academy Charter School-Hempstead has entered its final stages of the current audit and we are awaiting their final comments.

Vice Chairman Stewart requested a motion to accept the Acting Chief Financial Officer & Facilities Director's Report. Motioned by Trustee Rowley, seconded by Trustee Goodman.

The floor was opened for questions or comments on the Acting Chief Financial Officer & Facilities Director's Report. A brief discussion was held.

Vice Chairman Stewart called for the Chief Academic Officer's Report.

Report: Chief Academic Officer's Report

Person Responsible: Dr. Nicholas Stapleton

Action Items:

Deadlines:

Conclusion:

Dr. Stapleton greeted the Board and presented his report. Graphed details of student enrollment and attendance was explained. NYS test results for ELA and Mathematics were graphed and presented for all testing grades. The Instructional Support and Supervision Model were presented to the Board. The Board was reminded that the Charter School Institute will be visiting the Academy for their renewal visit. The Academy Charter School Safety plan has been submitted to New York State.

Mr. Holloway provided the Board with highlights from his report.

- Brief description of the criteria that is being used to access the need that scholars may have for support services.
- The Board was informed October 16, 2018- HS counselors will be hosting Parent workshops regarding HS credits, Regents requirements and college readiness.
- The HS athletics program has expanded. A tab outlining game dates and scores can be found on the Academy Charter School website.

Mr. Mattison provided the Board with highlights from his report.

- For the month of September, the school culture focus was Building a Sense of Community.
- Hispanic Heritage Month's culminating assembly will take place on October 12, 2018.
- The MS will continue to offer an accelerated curriculum.
- An overseas trip informational session was held for the families whose scholars will be attending the international trip.

Mr. Phillips provided the Board with highlights from his report.

- Guided Reading libraries have been set up and the groups will begin shortly.
- Curriculum night was a success with over 150 families in attendance.
- Spoken Word, taught by Ms. Brimm, has been greatly enhanced the literacy program.

Ms. Calamiong provided the Board with highlights from her report.

- AIS will begin during the week of October 9, 2018.
- With 170 parents in attendance, curriculum night was a success.

Chairman Goldson requested a motion to accept the Chief Academic Officer's report.
Motioned by Trustee Henry, seconded by Trustee Graham.

The floor was opened for questions or comments on the reports received. A discussion was held.

Chairman Goldson called for the General Counsel & Human Capital Director's Report.

Report/Reporter: General Counsel & Human Capital Director's Report

Person Responsible: Sandra Oneil

Action Items:

Deadlines:

Conclusion:

Mrs. Oneil provided the Board with her report. Under talent acquisition, thirty new hires have joined the Academy since August 31, 2018. Recruitment efforts have expanded to advertising in the various publications. Mrs. Oneil provided an update on Academy Hempstead and Uniondale's student enrollment and ethnicity respectively. A compliance report was presented detailing fire drills held at all schools to date. Lastly, there are no new litigation matters. Ms. Williams was invited to share the various community initiatives that are taking place.

Chairman Goldson requested a motion to accept the General Counsel & Human Capital Director's Report. Motioned by Trustee Graham, seconded by Trustee Henry.

Chairman Goldson called for the Comptroller's Report.

Report: Comptroller's Report

Person Responsible: Carl Johnson

Action Items:

Deadlines:

1. Create Leasing Schedule- include plan of action for reviewing contracts
2. Create Vendor Spreadsheet- for vendor review process
3. Update BOT on copier issues and resolutions

Conclusion:

Profit & Loss (P & L):

The base per pupil revenue was ahead of target for the 2018-2019 school year. The Board was informed of the various areas where the expenses above and under the budgeted amount.

Chairman Goldson requested a motion to accept the Comptroller's report. Motioned by Trustee Rowley seconded by Vice Chairman Stewart.

The floor was opened for questions or comments on the reports received. A discussion was held regarding the areas where expenses were above the budgeted amount.

Resolutions

Chairman Goldson called for the Board of Trustees Resolution. The Finance Committee has the responsibility and authority to review the school's monthly financial reports and submit a report to the Board of Trustees for approval; read by Trustee West. Be it resolved, that the Committee has deemed the August 2018 financials to be fairly stated and reflective of the financial and operational activities, and financial stability of the Academy Charter School as of August 31, 2018.

Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Trustee Henry, seconded by Trustee McKenzie.

With no further questions or comments, Board Chairman Goldson requested a motion to adjourn the meeting. Motioned by Trustee Graham, seconded by Trustee Ball.

Board Chairman Goldson thanked everyone for attending and the meeting came to an adjournment at 9:55 PM.