

Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York
11216 **Zoom Meeting (School Closed)**

Date: Tuesday, May 12, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer,

Board Members Absent: Mr. Jonathon Carrington, Board Member

Staff Members/ Visitors Present: Ms. Susan Megna, SED, State of New York; Mr. Paolo Giovine, SED, State of New York; Dr. Sara Asmussen, Executive Director, NDCS; Dr. Lisa DiGaudio, Principal NDCHS II; Ms. Amanda Morton, Principal, NDCHS; Mr. Jose Obregon, Director of Operations, NDCS; Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS; Donna Lobato, Director of Student Support Services, NDHS; Ms. Mariah Smith, Dean of School, NDCHS; Mr. Steven Benoit, College and Career Readiness Manager; Ms. Marissa Dilsa, College and Career Readiness Manager, NDCHS II; Ms. Fara Badrieva, Lead Teacher, NDCHS.

Mr. Tabano called the meeting to order at 3:00 P.M.

I. Introductions 5 minutes

Mr. Ron Tabano welcomed all to the board meeting and allowed all the attendees to briefly introduce themselves.

II. Financials—Mr. Steve Ramkissoon, Director of HR and Finances

A. Update on Payroll Protection Program (PPP)

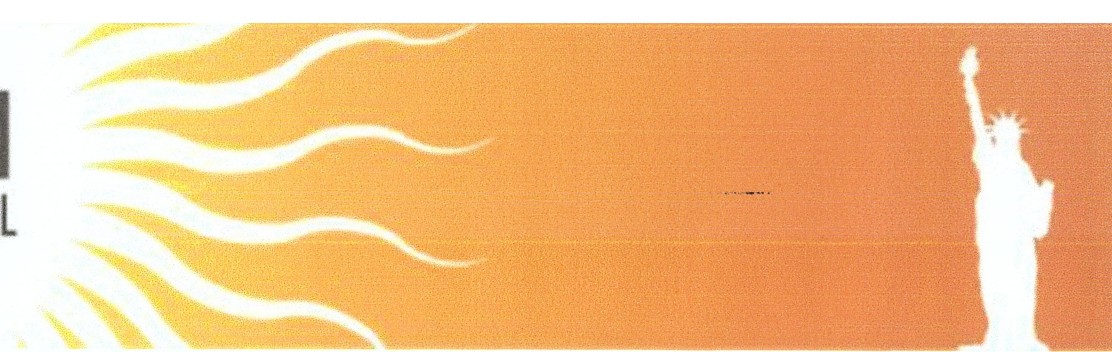
Mr. Steve Ramkissoon informed the board that NDCHS's PPP application was approved.

II. HR Update - Mr. Steve Ramkissoon

A. HR Committee

Mr. Ramkissoon informed the board that the HR committee continues to meet on a regular basis to discuss relevant issues.

B. Resolution: LinkedIn Proposal



Mr. Ramkissoon presented the board a proposal from LinkedIn to use as a tool for recruiting. Mr. Tabano stated that the proposal was too expensive. Additionally, Mr. Tabano indicated that LinkedIn traditionally provided a wide swath of potential recruits without focusing on what the school really needs. Mr. Tabano asked Mr. Ramkissoon to look at another alternative. Ms. Katharine Urbati recommended that Indeed is a possibility. Ms. Urbati also asked if the school had posted on LinkedIn before. Mr. Ramkissoon stated that the school has used Dr. Asmussen's account to post vacancies in the past.

C. HEDI Scores—Dr. Sara Asmussen, Executive Director

Dr. Sara Asmussen informed the board that Heidi scores are not ready to be discussed in detail. As of now, there will be no Regents scheduled in June 2020. Therefore, using Regents results will not be tenable this year. Dr. Asmussen reminded the board that these Regents results are one of the indicators that are used for performance-based compensation. Dr. Asmussen further informed the board that the SLO & Compensation committee will develop and propose a new merit criterion based on remote learning and other performance indicators. Mr. Tabano commented that this is a good idea and asked Dr. Asmussen to present a plan by the next board meeting.

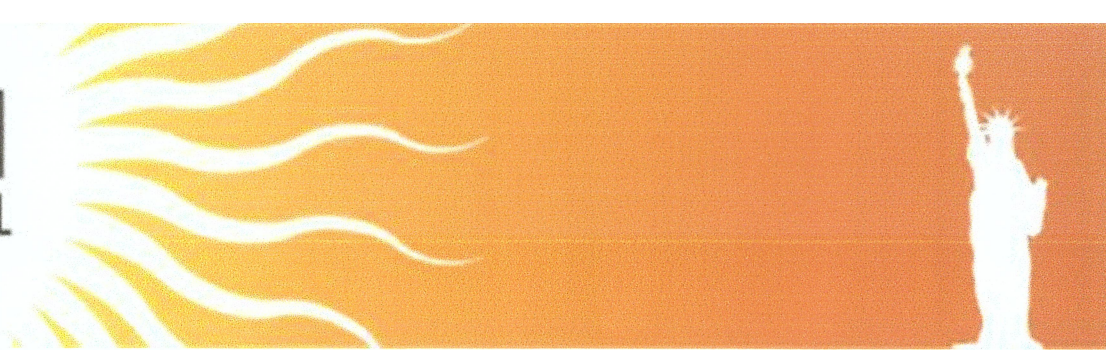
III. Facilities

A. Construction & Maintenance—Jose Obregon, Director of Operations

Jose Obregon reported to the board that as of this date, there are no major issues at the construction site and that work continues as scheduled. Additionally, weekly construction meetings are being conducted and led by Mr. Brian Baer, the owner's representative. Jose Obregon also confirmed to the board that security continues to be present at both the Queens and Brooklyn facilities and that the custodial crew continues to clean twice a week at both locations.

B. Furniture—Ms. Fara Badrieva

Ms. Badrieva informed the board that Dr. Asmussen and she will meet with Michael Fontaine, architect, to confirm the furniture order and requirements. Ms. Badrieva described to the board the classroom furniture that was ordered, office set ups, and the outdoor furniture plan. Ms. Badrieva further confirmed that the lockers located at the Dekalb Avenue location will be transported to Hoyt Street when the construction crew is ready to receive them. Dr. Asmussen confirmed to the board that furniture costs are included in the Bond. Mr. Tabano asked if the locker art project is still scheduled to



happen over the summer. Ms. Badrieva confirmed that this is still the plan contingent on the construction schedule.

C. Appeal, Insurance – Dr. Sara Asmussen

Dr. Asmussen informed the board that the Queens school applied for co-location with a DOE school. Dr. Asmussen presented to the board the notice from the DOE declining the request. Further, the notice also indicated that it was not necessary for the Queens school to appeal the decision. Therefore, the school is good to remain at its current location. Dr. Asmussen also informed the board that as far as work stop business interruption insurance, there was none that has been approved, that there is a “Virus Exception” clause. Our insurance broker recommended that the school file the appropriate paperwork. Finally, Dr. Asmussen informed the board that the school received a real estate tax check for 62K from the City of New York Finance Department.

IV. Reports on Remote Learning

A. Internship/College Updates

1. Brooklyn—Mr. Kevin Benoit, College & Career Readiness Manager

Mr. Benoit reported that 80% of the students are doing internship at various locations including Urban Dove Charter School prior to the pandemic. Since then, the school is conducting remote internships. Mr. Benoit also indicated that the school is looking for alternative ways for the fall of 2020. He reported that there is much post-secondary work that was being conducted prior to the pandemic. Mr. Benoit informed the board that as of this date, thirty (30) students have applied for college. Twenty-seven (27) of those college applicants also applied for FASFA. So far, eight (8) students were accepted. Mr. Benoit also reported that he is continuing to look at audit sheets to determine which students need Regents exams. Currently, fifty (50) are scheduled to graduate in January and thirty (30) in the summer.

2. Queens—Ms. Marissa Disla, College & Career Readiness Manager

Ms. Disla informed the board that she is working on Internship training, research papers, and cover letters. Ms. Disla also stated that she is reaching out to different sites to determine if they are willing to participate in NDCHS II’s internship program. She is utilizing Google media. Ms. Disla stated that she is also exploring the possibility of getting certificate training while students are doing virtual learning. Dr. Asmussen informed the board that Ms. Marissa Disla is a new hire and New Dawn’s first remote hire.



B. Survey Results—Nazli Askin, Data Specialist

Ms. Askin presented to the board survey results for both the Brooklyn and Queens school regarding student access to internet. The results show that most students have access. Ms. Jane Sun asked what can be done for students that do not have internet access. Dr. Asmussen replied that Spectrum is offering free internet services to help students with online learning. Dr. Asmussen also stated that both schools are talking to families to inform them. Dr. Asmussen also reported to the board that a new tech expert was hired. Mr. Amit Bahl asked if any of our students were able to pick up computers from the DOE. Mr. Tabano indicated that there was not any success with that program since the criteria to get one included receiving services through the DOE for IEP services. New Dawn provides all their own except for speech and hearing, so this greatly decreased the number of eligible students.

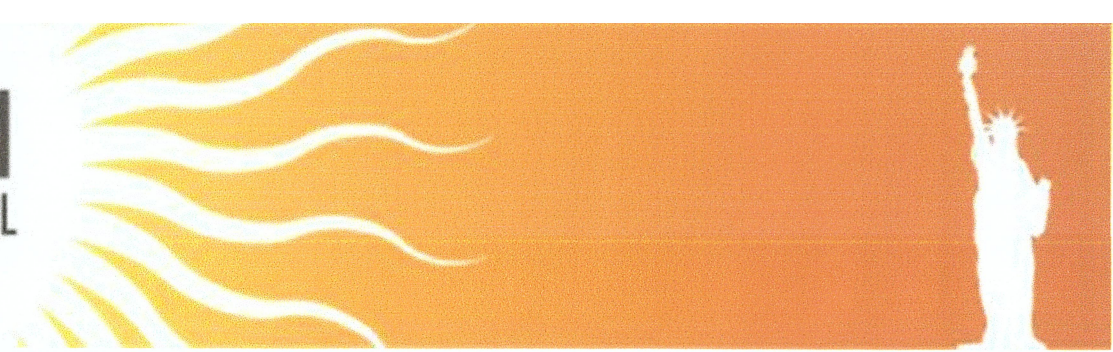
C. Computer Distribution—Mariah Smith, Dean of School

Ms. Mariah Smith informed the board that some students are using tablets for online learning. However, most tablets do not support ZOOM. After reviewing survey results, so far twenty-seven (27) students need an electronic device in Queens and fifteen (15) in Brooklyn. That number may increase as survey results continue to come in. Those students who have answered the survey are called into school to verify their information. Students then sign a contract that stipulates that they must return the electronic device if they fail to log into Jupiter to do their work. Students must pass the course in order to be credited with passing the Regents. Ms. Smith also informed the board that the outreach committee is contacting those students who are receiving D's and F's.

D. Instruction

1. Queens and Instruction Committee Update—Dr. Lisa DiGaudio, Principal, NDCHS II

Dr. DiGaudio discussed remote learning, enrollment, engagement, and outreach. Remote learning is taking place at the Queens school and participation should improve as students are being contacted to make sure they have the tools necessary to participate. The school has received applications for the upcoming school year and the outreach program is working well. Dr. DiGaudio also informed the board of the instructional committee's participants and that for mid-term exams, the focus will be on writing. Dr. DiGaudio also informed the board that Perf Plus is being phased out by Pearson and the school will need a new platform to replace it. Dr. DiGaudio presented two (2) options to replace Perf Plus for the board to consider and approve. Option one is Atlas. The benefit of this platform is



that teachers can create their own lesson plan templates, but it must be uploaded, and it is labor intensive. Option two is Chalk. Dr. DiGaudio recommended this platform. It is user friendly, upload is easy, and it can be connected to Google Docs. Finally, Dr. DiGaudio reported to the board that the Instructional Committee has recommended making some adjustments to the Danielson rubric to account for remote learning. The committee is recommending rearranging some components to make it user friendly for the teachers. Mr. Tabano asked that Dr. DiGaudio provide her slides for the digitalized curriculum to all the board members for further consideration.

2. Brooklyn – Ms. Amanda Morton, Principal, NDCHS

Ms. Morton reminded the board that students still have the option to pick up work at the school. Teachers are continuing to send out reminders and regularly reach out to students. One of the challenges is that some students are working during the day and do their schoolwork at night. Ms. Morton informed the board that assignments are kept open so that students can complete even if late. Teachers are also making sure that students know how to access assignments and are saving zoom lessons on the One drive. Ms. Morton informed the board that she is checking in on all zoom lessons as well.

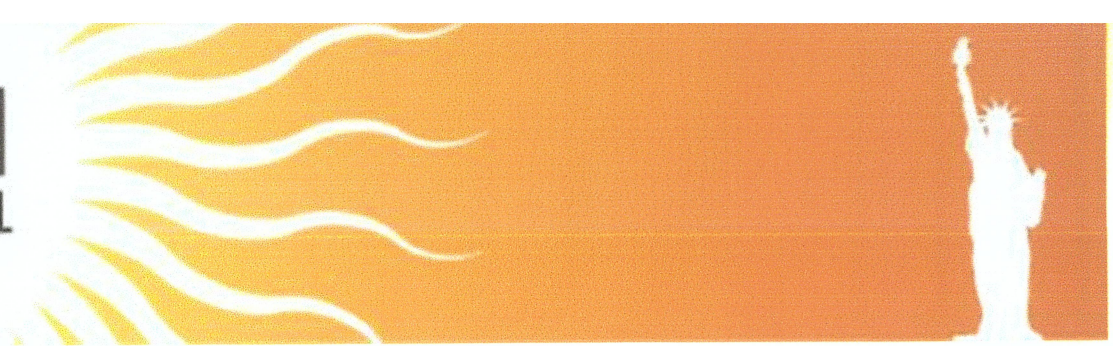
3. IEP and ELL Instruction—Donna Lobato

Ms. Lobato informed the board that it is going well with CSE. There are fifteen (15) annual reviews due for students at the Brooklyn school and there are a total of one hundred twenty-eight (128) with an IEP who are certified to receive services. As far as co-teaching and planning, Ms. Lobato reported that the school is using different resources to support students such as Chat Boxes and other websites that use visual techniques for learning. Parents must provide consent to receive audio visual services. Additionally, Ms. Lobato indicated that she is trying to find support for counselors. Ms. Lobato reported that the ELL population stands at twenty-one (21) in Brooklyn and twenty (20) in Queens. Ms. Lobato reported to the board that there will be no NYSESLAT exam given this year. Additionally, the Brooklyn school is working with an ELL consultant through Title III monies. Ms. Lobato indicated that the schools are giving additional support to IFP. This support is being given based on student needs. Mr. Tabano stated that this is a good way to handle when SPED population is high.

V. Grants—Sara Asmussen

A. Walton

Dr. Asmussen reported to the board that the Queens school was awarded 20K. This money will be used to replace Chromebooks even though we are expecting students to bring them back.



B. CSP

Dr. Asmussen reported that she is working with Mr. Steve Ramkissoo to reconcile the budget. Title funding is not expected to be good this coming year.

C. Stimulus Grant

Dr. Asmussen informed the board that she received notification from SUNY that we are not eligible for the 200K stimulus grant because of our five (5) year graduation rate.

D. Resolution: TSL

Dr. Asmussen indicated that this is a resurrection of the PICCS Federal Grant. Dr. Asmussen asked the board for a resolution on the MOU after the board meeting. New Dawn's application is based on the PICCS grant requirement.

VI. Update on NYSED Charter School Office 3rd-Year Visit

Dr. Asmussen informed the board that an email from Mr. Paolo Giovine, SED, State of New York should be expected next week. Mr. Giovine agreed. Ms. Susan Megna, SED, State of New York she will notify the board if she needs any additional information.

VII. New Business - Mr. Ron Tabano, Chairperson

Dr. Asmussen reported the death of one of NDCHS students.

VIII. Adjournment

Motion: Ms. Jane Sun motioned to adjourn the meeting.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to adjourn the meeting at 4:15 PM

Next Board of Trustees meeting will be on May 26, 2020.