

Board of Trustees Meeting

Location: New Dawn Charter High School, 242 Hoyt Street, Brooklyn, NY 11217

Date: Tuesday, May 28, 2019

Time: 2:30 pm.

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

Board Members Absent: Mr. Les Winter, Vice-Chair, Ms. Darlene Anderson, Board Member

Staff Members/ Visitors Present: Dr. Sara Asmussen, Dr. Lisa DiGaudio, Ms. Amanda Morton, Mr. Steve Ramkissoon, Ms. Connie Francis, Ms. Pearl Garza-Hinojosa, and Mr. Jose Obregon.

Mr. Tabano called the meeting to order at 2:30 P.M.

Prior to the first agenda item, Dr. Sara Asmussen, Executive Director of New Dawn Charter School, introduced the new parent coordinator for NDCHS II, Ms. Connie Francis and new SPED teacher for Brooklyn, Ms. Pearl Garza-Hinojosa. They both introduced themselves and the board members welcomed them as new members of the New Dawn team.

I. Minutes from May 1, 2019 Board Meeting.

Motion: Ms. Katharine Urbati motioned to approve the May 1, 2019 board minutes.

Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to accept the May 1, 2019 board minutes.

II. Financials and Benefits

A. CSP Status (NDCHS II). Mr. Steve Ramkissoon confirmed that CSP monies will be dispersed soon to NDCHS II.

B. Resolution: Board Financials. Ms. Katharine Urbati asked if there were any big expenditures forecasted for the remaining of the fiscal year. Mr. Steve

Ramkissoon confirmed that there are no big expenditures forecasted between now and the ending of the fiscal year.

Motion: Ms. Katharine Urbati motioned to approve and accept the New Dawn Charter High School monthly financial report.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to accept and approve the New Dawn Charter High School monthly financial report.

C. Bond Expenditures (NDCHS). Mr. Steve Ramkissoon reported to the board that, so far, the school has processed one payment for the Bond which will be used to cover the interest of the loan. He also reminded the board members that \$20M dollars was financed through the Bond and that NDCHS placed a \$6M investment in the loan. Mr. Steve Ramkissoon also reported construction cost details and expenditures to date.

D. Resolution: Health Insurance and Benefits (NDCS). Mr. Steve Ramkissoon reported that there are similar levels of health insurance benefits that will be provided to both schools. There will be a 2.5% increase in costs from last year for all employees. There will be no increase in premiums for short-term or long-term disability benefits. Mr. Steve Ramkissoon also informed the board that an insurance rep will be at NDCHS to present the health insurance and benefits plan to the employees.

Motion: Ms. Katharine Urbati motioned to approve and accept the New Dawn Charter High School health insurance and benefits plan.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to accept and approve the New Dawn Charter High School health insurance and benefits plan.

III. Facilities.

A. Dr. Asmussen informed the board that the Queens lease is a condo agreement. NDCHS II will be using the “swing” space which is next door to the permanent space. The owner will need a year to split up the tax lot since there

will be two schools in the building. Without the tax lot, the owner will not give the school the option to participate in the tax free condo lease program.

B. Swing Space. Dr. Asmussen asked Mr. Jose Obregon to report to the board on progress being made at the Queens space in preparation for the upcoming school year. Mr. Jose Obregon reported that electrical and automation systems and wiring is in progress among other improvements such as new flooring, walls, and AC inside the classrooms. In speaking with the owner's rep at the Queens location, Mr. Chris Karalis, renovations are on schedule and there are no issues at this time that will prevent the building from being occupied as planned.

C. Moving Bids. Dr. Asmussen asked Mr. Jose Obregon to report to the board on three bids obtained for the moving project for the Brooklyn School. The following companies submitted bids for the moving project: Rabbit Moving and Storage Inc., Olympus Moving and Storage, Inc., and Dumbo Moving and Storage.

Motion: Mr. Amit Bahl motioned to approve and accept the Olympus Moving and Storage, Inc. contract for the Brooklyn school move.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to accept and approve the Olympus Moving and Storage, Inc. contract for the Brooklyn school move.

D. Development of "Friends of". Dr. Asmussen asked the board to approve the formation of a "Friends of New Dawn Charter School" organization. She also recommended that Lawyer's Alliance should be used to create such an organization.

Motion: Ms. Katharine Urbati motioned to proceed and create a "Friends of New Dawn Charter School" organization and to allow Lawyer's Alliance to proceed with legal procedures to accomplish such.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to proceed and create a "Friends of New Dawn Charter School" organization and to allow Lawyer's Alliance to proceed with the necessary legal steps to accomplish such.



IV. Purchasing.

A. M/WBE Technology Contracts.

Motion: Ms. Jane Sun moved to accept and approve the MOLA group technology contract.

Motion Seconded: Ms. Katharine Urbati.

Vote: The board unanimously voted to accept and approve the MOLA group technology contract.

B. Furniture. Four bids for furniture were reviewed. Hertz furniture proposal was the strongest, quoting lower prices, including delivery and installation, and guarantees a six (6) week turn-around from date of order.

Motion: Ms. Katharine Urbati moved to accept and approve the Hertz Furniture proposal.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to accept and approve the Hertz Furniture proposal.

V. Programmatic Updates.

A. Staff Recruitment.

1. New Dawn Charter High School. Dr. Lisa DiGaudio informed the board that there is no expectation that there will be a big turn-over of the current staff, but that interviews will be conducted as positions become vacant.

2. New Dawn Charter High School II. Dr. Lisa DiGaudio informed the board that interviews were continuing for available positions which include ESL, ELA, Science, SPED, and Art/Music. Currently, there are more than enough candidates that have applied for these positions.



3. **Job Fair.** Ms. Amanda Morton will be attending a job fair to market NDCHS and Ms. Rivka Miller will accompany her Saturday, June 1, 2019.

B. Student Recruitment.

1. **NDCHS II.** Dr. Lisa DiGaudio informed the board that, so far, sixty-five (65) students have applied for enrollment for the Queens school. Recruiting efforts are expanding out to Forest Hill and she is working with several schools to recruit students. The recruiting effort is going very well. Dr. DiGaudio informed the board that she expects to be at full enrollment before August 2019. Dr. Asmussen reminded the board that new students will consist of 9th graders. DiGaudio also further stated that she is receiving many ELL applications coming from Jamaica High School. The average age for students that are applying is 16-17 years.
2. **NDCHS.** Ms. Amanda Morton reported to the board that mentors are being held accountable for student attendance and participation. Expectations are being reinforced by mentors. Dr. Asmussen also informed the board that recruiting efforts in Brooklyn are also going very well.
3. **Current Enrollment (NDCHS).** Dr. Asmussen stated that enrollment numbers are up to the level that they were two (2) years ago.

- C. Regents Update.** Dr. DiGaudio informed the board that final Regents projections are due from teachers on June 13, 2019. The Global Transition Regent was held on June 3; the full schedule of Regents will begin on June 18.

- D. Gradation Update.** Graduation is still scheduled for June 27, 2019 at the Kumble Theater of LIU here in Brooklyn, NY at 10 a.m.

- VI. Alternative Accountability.** The RAPSA conference was discussed. New Dawn and Wildcat present each year and this year we are hoping that Urban Dove and the NYSED will join us. Dr. Asmussen indicated that presenting

together will help the school immensely. Dr. Asmussen further stated that the school is still going forward with the FOIL request to NY State.

VII. Adjournment. The board meeting adjourned at 3:40 P.M. and entered Executive Session.

At the Executive session, the board moved and resolved to make Dr. Sara Asmussen the Executive Director for both the Brooklyn and Queens school. The Executive session adjourned at 3:50 P.M.

The next meeting will be held at New Dawn Charter High School at 242 Hoyt Street, Brooklyn, NY 11217 on Tuesday, June 18, 2019 at 2:30 p.m.

JUNE 18, 2019 WILL BE THE ANNUAL MEETING OF THE NEW DAWN
CHARTER SCHOOLS BOARD OF TRUSTEES