

**John V. Lindsay Wildcat Academy Charter School
Board of Trustees Meeting**

Date: October 24, 2019

Time: 3:00 p.m.

Place: John V. Lindsay Academy Charter School
17 Battery Place, 1st Fl.
New York, N.Y. 10004

Members Present: Harvey Newman, Douglas Knight, Richard Levine, Ron Tabano, Sy Fliegel, Dana Jackson, Lawrence Ng, Luba Koziolkowsky

Members Absent:

Call to Order: Mr. Newman called the meeting to order at 3:00 p.m. on October 24, 2019

The minutes of September 2019 were reviewed. Mr. Newman requests a motion to accept the September 2019 minutes.

Motion: Mr. Knight makes a motion to accept the September 2019 minutes.

Second: Ms. Jackson seconded the motion.

Vote: Unanimous

Report of the CEO

Mr. Tabano reports that after applying for them as a consortium, we have been awarded 2 federal grants, the School Climate Transformation Grant (SCTG) and the Mental Health Service Professional Grant (MHSPD). Wildcat will be the lead on both grants. For the MHSPD Grant, we will partner with Hunter College. They will provide interns and candidate pool of MSWs. Interns and MSWs will provide services to students at all participating schools in the consortium on a rotation basis. There is small budget to provide interns with a stipend. The SCTG provides training and support to PBIS initiatives. Both grants will give our students much support. The additional student support in mental health, anti-bullying, and substance intervention tools will give us a leg up for the charter renewal process. Ms. Sakosky reports the SCTG Grant is \$333K for year 1 which has been reduced pro-rata. We have a meeting with the federal program officer to review the grant and will find out why the fund amount was reduced. Over 5 years, the grant is \$2.8MM. This covers approximately 9% of our cost. The MHSPD Grant is \$2.5MM over 5 years and covers about 19% of our cost. There is not indirect cost in either grant.

Mr. Tabano reports the Manhattan Assistant Principal, Ed Peterman and a few teachers are part of a pilot program administered by Escolta and will be held at Manhattan College. The program will involve research involving mental health issues and best practices on how to deal with causes and effects of mental health.

Mr. Tabano informs the Board that adding an eighth grade to JVL Wildcat Academy would benefit students not receiving additional support currently by City schools. NYSED has given us signs that a revision to our charter would be approved to make this happen. The revision is due 11/1/19 to the City and then gets passed onto NYSED. NYSED then decides sometime in December 2019 or January 2020 whether the charter revision has been accepted.

Mr. Tabano asks for a motion to approve the revision to the charter to add an 8th grade to the school and cap enrollment to 500 students.

Motion: Mr. Ng makes a motion to approve the revision to the charter to add an 8th grade to the school and cap enrollment to 500 students.

Second: Ms. Jackson seconded the motion.

Vote: Unanimous

We continue to do intake in both campuses. Open houses are scheduled for the next couple weeks.

Our lobbyist informed us that state aid of \$500K will be disseminated by January 2020. This year's retro payout will be about \$226K. Future retro payments are also being discussed by the State. Updates regarding this will be discussed as soon as we find out.

Mr. Christopher Kim informs the Board that Title I-A, Title II-A and Title III-A have been approved by the NYSED. Title IV-A is pending, but should be approved very soon.

Report of the CFOO

Ms. Sakosky informs the Board that we just completed year two of five of the 21st CCLC Grant. In year two there was a budget reduction by \$73K. The reduction is a result of serving only 284 students of 350 students as described in the program design. Ms. Sakosky explains at the time of the proposal, Wildcat expected to enroll close to 500 students. With increased charter school options for parents, enrollment at Wildcat, particularly in the Bronx has dropped. In the FY 2019 reconciliation invoice general education FTE is 456 with 222 FTE in the Bronx and 233 FTE in Manhattan. Ms. Watkins, the 21st Century Site Coordinator will engage Bronx students to participate more in afterschool programs but there is a challenge not only of enrollment but neighborhood safety when they leave school. The financial impact affects only year two; it does not carry over into year three. We were selected for a site monitoring visit which is scheduled on 11/7/19. We are prepared for the visit. They will review relevant documentation, agendas,

meeting minutes, fiscal and program policies, procedures and controls, observe classrooms, observe the after-school programs and speak with students and teachers.

The Audit Committee had a phone conference with the auditor, Schall and Ashenfarb on September 23. Mr. Newman reports that Wildcat had a clean audit. The Audit Committee was pleased with the results. Based on the financial report we were \$681K in surplus with the understanding that we are awaiting DOE to approve the final invoice reconciliation.

Mr. Newman asks for a motion to approve the audited FYE 2019 Financial Report.

Motion: Mr. Knight makes a motion to approve the audited FYE 2019 Financial Report.
Second: Ms. Koziokowsky seconded the motion.
Vote: Unanimous

Ms. Sakosky informs the Board that Form 990 matches our financials. The 990 and final financial statements prepared by Schall and Ashenfarb include the budget adjustment to 21st Century and minor adjustment to the invoice reconciliation. The net surplus is \$549K from \$681K.

Mr. Newman asks for a motion to approve 2018 Form 990.

Motion: Mr. Ng makes for a motion to approve the 2018 Form 990.
Second: Mr. Tabano seconded the motion.
Vote: Unanimous

The financial report for FY 6/30/2020 Q1 has been inspected by the Board and no surprises have been found.

Mr. Newman asks for a motion to approve the financial report for Q1 FY 6/30/2020.

Motion: Mr. Tabano makes a motion to approve the financial report for Q1 FY 6/30/2020.
Second: Ms. Jackson seconded the motion.
Vote: Unanimous

The draft for the revised Fiscal Policies have been sent to the Board earlier for their review.

Mr. Newman asks the motion to approve the revised Fiscal Policies.

Motion: Mr. Levine makes a motion to approve the revised Fiscal Policies.
Second: Mr. Knight seconded the motion.
Vote: Unanimous

The Conflicts of Interest Policy has been revised this summer by a new legal firm and was sent to the Board for their review. Our Code of Conduct Policy and Conflicts of Interest Policy was merged together.

Mr. Newman asks the motion to approve the revised Conflicts of Interest Policy.

Motion: Ms. Jackson makes a motion to approve the revised Conflicts of Interest Policy.
Second: Mr. Fliegel seconded the motion.
Vote: Unanimous

Ms. Sakosky informs the Board that annual evaluations for the support staff will be given in November in anticipation of giving raises in December. The total amount in raises to the support staff will be about \$68K. The average increase is 3%-4%.

It has been encouraging to see a few more employees save for retirement since the implementation of the employer discretionary plan last year. About 65% of employees are contributing into the plan. The discretionary match of 50% up to 6% of employee contribution would be about \$38K for this year. The dollar amount is approximately the same as last year. Ms. Sakosky asks the Board for a decision on discretionary employer match in calendar year 2019.

Mr. Newman asks the motion to approve the discretionary match for employees who contribute to Wildcat's 403B.

Motion: Mr. Fliegel makes a motion to approve a 403b employer match of 50% up to 6% of 2019 employee contributions.
Second: Mr. Levine seconded the motion.
Vote: Unanimous

Report of the Bronx Assistant Principal

Ms. Mitchell will give her report at the next meeting.

The next Board meeting is November 21, 2019 at 3pm at the Manhattan Campus.

Mr. Newman asks for a motion to adjourn the meeting.

Motion: Mr. Tabano moved that we adjourn the meeting.
Second: Mr. Ng seconded the motion.
Vote: Unanimous

The meeting adjourned at 3:57pm.