

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

**Date:** September 17, 2020

**Time:** 11:00 AM      **Place:** Zoom Video

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

**Members Absent:** none

**Call to Order:** Mr. Newman called the meeting to order at 11:00 AM on September 17, 2020

The minutes summarizing the August 25, 2020 board meeting were not yet finalized and will be reviewed at the next board meeting.

**Report of the CEO**

Mr. Tabano reported DOE just made an announcement that students in Junior High and High School would not be brought back into schools physically until 10/1/2020. There were demonstrations happening at various schools on 9/1, the purpose of which was to stress that the buildings were not safe. This timing to return is largely consistent with what JVL had been planning anyway, which was no in person classes until at least 10/5/2020.

The largest problem is that UFT will not permit teachers to teach both in person and remotely. This would cause an estimated shortage of 10,000 teachers. The Principals union thought it was agreed that teachers could do both, but UFT changed their mind.

Majority of JVL staff returned to respective locations and those with accommodations are following guidelines of their accommodations. Been doing professional development, getting ready for remote teaching, student joined by video on 9/16 and seemed happy to see each other and teacher by video. We are organized as A, B and C week. Next week will be B week orientation and then afternoon classes. Teachers/staff will have mental health training – 6 hours- for students through a grant – with mixed groups and staff members to take training in the AM next week.

In both the Bronx building and 17 Battery – Cecilia Sakosky did walk through with UFT checklist along with a team comprised of respective building staff, and a UFT member to inspect. Both

facilities had safety measures largely in place and approved of. The measures were in light of staff coming in groups and staggered, which they had begun to do.

Recruitment is major issue. Currently at 318 students. Graduation rate in June and August was high and lost students. Will recruit through the term. Will be difficult to get to 500 or 475. All transfer schools seem to have same issue. Kids stay home vs. going to another school – simply dropping out and staying at home. We did a campaign and got some leads.

Renewal process ongoing this year. Application must be submitted by 10/1/2020. Involves a lot of data. Not yet clear how classroom review visits will be conducted – possibly/probably by Zoom. Person who is consulting with us on this is good, Mr. Tabano would prefer if reviews would be done in person.

JVL administrators are providing a lot of oversight and review of the zoom classes to be sure that JVL teachers are doing good job and students are engaged.

There will be no off-site internships – but will have a culinary program. Already have advanced group, but will recruit for a remote group of beginning culinary. Will have internship training program and seniors with 32 + credits it would be accepted that their job qualifies as credit – because they need to earn money. This is same as past policy. Also offering some virtual intern sites.

School safety and emergency response plans was updated and Mr. Tabano issued to the board. The plan will be posted on website. Mr. Newman asked for a motion to approve the plan.

Motion: Richard Levine made the motion to adopt the School Safety and Emergency Response Plans.  
Second: Lawrence Ng seconded the motion.  
Vote: Unanimous.

JVL has a new school nurse that began in September in Manhattan. Planning to have someone in the Bronx as well. The nurse will be active in joining Zoom classes to see how students look on zoom video. She will observe for signs of visible distress, COVID-19 symptoms and health concerns.

McKinsey Board Self-Assessment – Mr. Tabano shared the document with board members who will review and then discuss later in September as a group. He believes it is a good, helpful tool.

UFT provided a health safety checklist. They are pushing to not bring students back into classrooms. We have their checklist and have complied.

## Report of CFOO

Financials through August of 2020 based upon projected revenue of 450 FTE students. Might have to eventually adjust when we work on September invoice. Our regular education revenue is \$906,000 and special education is \$157,000 plus \$155,000 of federal grants equals \$1.2 million total operating revenue. Expenditures are just over \$1 million for the two months. This will result in a \$348,000 increase to the fund balance. The school's financial position remains strong with \$6.4 million cash and cash equivalents. \$2.6 million is in operating expense account at Chase Bank, \$665,000 in deposits in Morgan Stanley, and investment portfolio is just shy of \$3 million with Morgan Stanley. If we incur a deficit this year, we do have cash reserves to float us for the year if enrollment remains low. We know tipping point of enrollment where would have to look at additional measures to reduce expenses.

Expenditures came down due to students and staff not being in school. Example, utilities decreased to just over \$6,000 for two months, but there were offsets like buying 100 tablets for those without necessary equipment for home remote learning. So this increased our technology expenses, but it was funded by the ESSA grant we received of \$94,000.

Ms. Sakosky was clear that we need to be prepared to react to declines or other changes due to Covid-19. Mr. Knight asked for projections for 350, 375, 400 and 425 student enrollment for us to review and discuss in October board meeting.

Mr. Knight thanked Ms. Sakosky for her hard work at difficult time. Mr. Newman complimented the financial prudence in recent years that is permitting us to not be crisis driven now.

Ron Tabano thanked the Board for its support.

Mr. Newman mentioned that audit committee had a pre-audit call with the school's accountant and it had gone positively. Mr. Newman asks for a motion to adjourn the meeting.

Motion: Mr. Knight made a motion to adjourn the meeting.

Second: Mr. Tabano seconded the motion.

Vote: Unanimous.

The meeting adjourned at 11:42 AM