

Minutes

The American Dream Charter School

Board Meeting

Monday Jun 9, 2014 @ 4:30 PM at 111 Broadway, Suite 604, New York, NY 10006

Board Members Present

Damian Vargas (remote), Luz Maria Rojas (remote), Michael Weippert (remote)

Board Members Absent

Angelo Cabrera, Richard Levine (remote)

Guests Present

Melissa Melkonian (remote), Nicholas Gallagher, Rashana Graham (remote)

I. Opening Items

Call the Meeting to Order

Luz Maria Rojas called a meeting of the board of trustees of The American Dream Charter School to order on Monday Jun 9, 2014 @ 4:44 PM at 111 Broadway, Suite 604, New York, NY 10006.

Approve Minutes

L. Rojas made a motion to approve minutes from the Board Meeting on 05-12-14.

Damian Vargas seconded the motion.

The board **VOTED** unanimously to approve the motion.

PEP Approval 5.29.14

Approved on May 29th.

DOE Appeal

Damian and Luz will notify the board once they speak about this. Once there is further information Luz will provide updates to board.

II. Community Outreach

Student Outreach

Enrollment – We have confirmed 58 student who are fully enrolled. 135 total applicants. Many students remain on the wait-list that have not replied or who status is still in limbo for a variety of reasons.

III. Finance

ADS Finance Mgmt

Melissa and Nick met with Digant and Jimmy on 6/5 Discussed: How we'll do book keeping Once we establish our quarterly meeting we'll need to get treasurer on board to inform and oversee how we're managing finance Additional funds still unavailable (tomorrow is 7th day passed deadline).

IV. Governance

Steven Zbaida- resignation

Steven Zbaida resigned on May 23rd.

The High Bar

Please Complete High Bar Assessments The High bar – Melissa and Luz had online training. This is going to be able to help us. We'll (The board members) need to complete Assessments in order to better understand where we are as a board and specifically trained where we need to be.

BoT Job Descriptions/Expectations

High Bar Assessment and overall service will help us gauge our responsibilities, identify go-to people. The tool will help us become stronger as a board.

Board Recruitment

Mike: Concern with Steven's unexpected departure and reduction of board member numbers. Mike recommends removal of Angelo from Board with a possible reinstatement. The lack of attendees can affect not having a majority vote. Suggests a 1 month deadline to return (for Angelo or have him recommend or appoint someone else in his absence). We need to develop a board member recruitment strategy. Suggest a goal of having 2 additional board members by next board meeting. Luz: Confirm with Angelo when he'll return? Open recruitment to additional board members. Melissa: We can call on High Bar to help with Board Recruitment Strategy. We can't remove Angelo from board. We won't have the 5 required board members to run the school. Melissa will contact High Bar 6/10 to discuss. Melissa will send resumes of board candidates to Luz and Mike.

Nominating Officer to Vice Chair

We aren't able to nominate Vice Chair.

L. Rojas made a motion to wait to nominate Vice Chair.

Michael Weippert seconded the motion.

The board **VOTED** unanimously to approve the motion.

Setting Quarterly Committee Mtgs

Luz: Once we have established calendar will have more information for the board. Melissa: will reach out. The High Bar will also organize sub committees.

Reviewing Bot Mtg Calendar

Mike: Important to have a set schedule. People may eventually (when the school opens) want to attend meetings. This is also important for recruiting new Board Members. Luz: Once the school is open, we'll have to travel to the School Campus for meetings. July 11th 4:30 *Charter (Damian, Luz, Mike, Melissa agree) August 26th 6:00 *Bronx* (Mike, Damian, Luz, Melissa agree) September 23rd 6:00 *Bronx* (Mike, Damian, Luz agree, Melissa maybe) October 16th 6:00 *Bronx* (Mike, Damian, Luz, Melissa agree) November 18th 6:00 *Bronx* (Mike, Damian, Luz, Melissa agree) December 16th 6:00 *Bronx* (Mike, Damian, Luz, Melissa agree) January Third Tuesday 6:00 *Bronx* February Third Tuesday 6:00 *Bronx* March Third Tuesday 6:00 *Bronx* April Third Tuesday 6:00 *Bronx* May Third Tuesday 6:00 *Bronx* June Third Tuesday 6:00 *Bronx*.

V. Other Business

Review ADS Employee Handbook

Melissa: We don't need to approve today. We DO need to approve on July. Please read and be ready to approve next month. Please send questions before hand (July 1st) to get them answered by attorneys.

Student Enrollment Update

Melissa: Previously discussed.

Hiring Update

Melissa: Spanish/Science Teaching vacancy still needs to be filled. School aide has been hired and potentially could move up into the School Admin Assistant. We also need to figure out what we'll do with Parent Coordinator position. 15 students have IEPs (Individualized Special Education Plan). We'll likely need to hire another Bilingual Special Ed Teacher.

VI. Closing Items

Adjourn Meeting

Damian: Do we have ADS.com or ADS.org emails? Melissa: We'll issue ADS emails to all board members. High Bar through ADS email moving forward. Mike: Contingency plan in Melissa's absence not officially decided yet. Hiring someone for 4 weeks may not be effective. Luz: Existing staff pitching in, with Melissa coming in when possible, may be more effective than hiring someone part time.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 05:40 pm.

Respectfully Submitted,
Luz Maria Rojas