

## Minutes

The American Dream Charter School  
Board Meeting  
Thursday June 30, 2016 @ 5:00 PM  
at 510 E 141st St. New York, NY 10454

**Board Members Present:** Z. Martinez, A. Cabrera, L. Rojas, D. Vargas, R. Levine, R. Espinal (Video Phone)

**Guests:** M. Melkonian, N. Gallagher, Carter Clawson (C.E.I.), B. Banuelos

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Called to order at 5:28pm
- B. Approve Minutes
  - 1. Motion to approve minutes - L. Rojas
    - a) Seconded - D. Vargas
      - (1) May minutes unanimously approved

### II. EXECUTIVE

- C. Public Comment Policy
    - 1. D. Vargas - Motion to approve implementation of Public Comment Policy
      - a) Seconded - R. Levine
        - (1) Unanimous approved
  - D. PICCS Proposal - Carter
    - 1. [Partnership for Innovation in Compensation for Charter Schools](#)
      - a) Through the Teacher Incentive Fund
      - b) 5 year program
      - c) App due July 15th - will be submitted July 8th
      - d) Would start October 1st if ADS would like to participate
      - e) Overarching goal - recruit, retain and reward high performing quality educators. Provide opportunities for collaboration across and with the school. Principal pd - improving pedagogy and sharing best practices. SAM school administrator manager (Timetrack analysis tool). 75k of vetted, quality PD.
      - f) Access to a community of other schools.
      - g) No repercussions for joining and then concluding relationship before the end of the 5 years if it doesn't work.
        - (1) Vote: L. Rojas motioned to approve
          - (a) Seconded - A. Cabrera
            - (i) Unanimously approved
- E. Preliminary Learning Environment Survey Review - Melissa
- F. Instructional Data Sanp-shot
  - 1. # of Observations, who was observing.

- a) Every teacher got in at least 13 observations
  - 2. 100% teacher retention
  - 3. Preliminary testing data reviewed (m for met, d for did not meet)
- G. Annual report due in about one month. We're engaging an outside consultant to produce the annual report.
- H. The year ahead:
  - 1. Organizational Chart
    - a) Vote: L. Rojas motioned to approve Org Charter
      - (1) A. Cabrera seconded,
      - (a) Org Chart Unanimously approved
  - 2. Assistant Principal Role addition - Melissa submitted job description
    - a) Vote: L. Rojas motioned to approve Assistant Principal Role addition and job description
      - (1) A. Cabrera seconded,
      - (a) Assistant Principal Role addition & job description Unanimously approved

## I. Governance

- I. Board Goals
  - 1. SED recommended that the board assesses itself. Rubric provided.
    - a) Request from board to complete rubric by the next board meeting.
    - b) Next board meeting agenda item should be discussing board goals
- J. Annual End of Year Board Meeting
  - 1. July 21st evening Board meeting. Location TBD
- K. Chairpersons report
  - 1. Site Visit
    - a) SED representative was impressed with the campus and the "buzz" that he's been hearing about the school. SED representative came on a date there were no students.
  - 2. School Leader Evaluation
    - a) Luz has done site visits, exhibits transparency, student success and improved leadership. School leader evaluation is an ongoing, constant element of Principal Melkonians growth as a leader.

## III. OPERATIONS

- L. Staffing Update - Nick
  - 1. Full Time Instructional Staff: 21 (not including Anne Yuskevich- Speech Therapist)
  - 2. Full Time School Support: 2
  - 3. Full Time Operations Staff: 5
  - 4. Part Time Operations Staff: 1
- M. Student Application Update - Nick
  - 1. Applicants have exceeded seat availability by almost 200%

2. Wait list will be created for all grades

#### **IV. FINANCE**

- N. Review of TD Bank Escrow, Chase Checking and Chase Savings account balances - Nick
- O. Board Pack Review - Digant
  1. Update on last meeting where we had gone through detailed projections of next year's budget. All those projections are set for actual budget.
  2. Annual audit will begin at the end of July or early August.
  3. We will send our budget, and various other artifacts they require, to State Education Department to confirm it meets their requirements.
  4. The executive management has decided there should be a comparable increase for the fiscal year 1617.
  5. Vote: L. Rojas motioned to approve budget for SY1617
    - a) A. Cabrera seconded,
      - (1) Budget for SY1617 Unanimously approved

#### **V. CLOSING ITEMS**

- K. Motion to adjourn Meeting- L. Rojas,
  - Seconded by Z. Martinez
    - Adjourned at pm 7:31 pm