

Minutes

La Cima Elementary Charter School

Board Meeting

Tuesday Sep 16, 2014 @ 6:00 PM at La Cima 800 Gates Ave

Board Members Present

Gordon Watson, Heather Caudill, Jennifer Swayne (remote), Lucy Joffe, Mike Guinan, Nakia Booth

Board Members Absent

Jason Rapp

Ex officio Members Present

Adel Hageb

Guests Present

B. Austin, Byron Young, Christiana Cavaliere, Monique Lowery

I. Opening Items

Call the Meeting to Order

Heather Caudill called a meeting of the board of trustees of La Cima Elementary Charter School to order on Tuesday Sep 16, 2014 @ 6:20 PM at La Cima 800 Gates Ave.

Approve Minutes

II. Executive Director Report

Monthly Report

T. Philips hired four Para-professionals and one Behavior Intervention Specialist and provided an update on maximum enrollment (now 406). Staff will reconvene to discuss next steps regarding to increasing enrollment for Kindergarten. T. Philips noted an increase of 30% in IEPs. Occupational Therapy and Speech provider on site and will begin counseling soon. La Cima will hire another dual language speech provider to accommodate the number of students who have IEPs.

Middle School Due Diligence Report

LCCS renewal process begins Spring 2015. T. Phillips discussed process and timeline and will present to board soon to vote on Middle School expansion.

State School of Character Award

Character Education Partnership. Application is due Dec. 12 and T. Watson is beginning the process. Gordon Watson arrived late.

III. Finance & Audit

July & August YTD & FY15 Forecast

A. Hageb presented the July & Aug. YTD Financial Report and noted that the enrollment increase resulted in surplus of YE forecast. Expenses remain equal to budget and the Finance Committee is going through corrections.

A. Hageb made a motion to approve July & Aug. YTD Financial Report.

Gordon Watson seconded the motion.

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

Performance Pay FY14

A. Hageb reviewed the performance pay proposal and both the Finance and Academic Committees are recommending approval by the board. G. Watson will draft a letter from board to distribute to all LCCS staff.

H. Caudill made a motion to approve the performance pay bonus for outperforming the State in Math on the NYS Math Exam.

Nakia Booth seconded the motion.

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

403b Match FY14

A. Hageb reviewed the policy for 403b Matching.

H. Caudill made a motion to approve a 3% match for 403b contributions.

Nakia Booth seconded the motion.

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

Operations Manager add to Checking account

A. Hageb discussed giving the new Operations Manager, B. Austin, check signing authority.

H. Caudill made a motion to approve giving B. Austin check signing authority.

Lucy Joffe seconded the motion.

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

Audit Update

A. Hageb reported that the school has completed the audit update. There will be another committee call before submission to the authorizer.

IV. Academic

NYS ELA and Math Results

T. Phillips reviewed student results of the NYS ELA, Math and Science exams and reviewed next steps to address areas of weakness with respect to testing.

V. Governance

Code of Conduct Update

J. Swayne presented the Code of Conduct policy and reported that the school was finalizing policy and will present to board to vote on at a later meeting.

Dates for Upcoming Board Meetings

The board will finalize the calendar of meetings at a later date.

VI. ED Evaluation Task Force

ED Evaluation and Offer (Executive Session)

H. Caudill made a motion to go into Executive Session.

Nakia Booth seconded the motion.

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

H. Caudill made a motion to vote of ED offer letter and cost of living increase.

Lucy Joffe seconded the motion.

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

VII. Closing Items

Adjourn Meeting

H. Caudill made a motion to adjourn the meeting.

Gordon Watson seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 08:17 pm.

Respectfully Submitted,
Nakia Booth