

International Leadership Charter High School

Board of Trustees Meeting

September 21, 2016

In attendance: Dr. Elaine Ruiz Lopez, John Paul Gonzalez, Darlene Garcia, Elissa Ramos, Doreen Bermudez

Absent: Lupita Samuels, Jeannette Sequiera

Meeting call to order at 6:35pm

**Board Business**

- Review and approval of previous minutes, September 21, 2016
- Review and final approval of the projected budget for 2016-2017
- Review of the 2016-2017 Calendar of Reporting Requirements to NYSED

**CEO Report**

- Procida (GC) still has work to complete work on our school building.
- The electrical inspection scheduled for 9/28/16. The corrections on the FDNY letter of defect are expected to be completed by then.
- The current TCO is in effect until November 2016.
- Annual Report was submitted on August 31<sup>st</sup> to the NYSED
- Submission of documents to our authorizer are due on September 30, 2016
- Review of Parent letter to encourage and improve student retention was disseminated to all families. Highlights of innovations such as “Fit for Life” to be offered to 9<sup>th</sup> graders and expansion of Tae Kwon Do for second year to 11<sup>th</sup> and 12<sup>th</sup> grades has been a boost.
- Focus on governance and building board capacity is on radar and annual goals for development. All materials for Jordan Sanchez were submitted to the authorizer for review and approval given that the board approved his application at the previous meeting. Jordan will be attending meeting on October 12<sup>th</sup>.

**School Finances**

- Dissemination of fiscal report and annual report calculations for 2016-2017, cost per student is estimated at \$2415 per capita was reviewed and discussed.
- The requirement to have an escrow account has been reconfirmed as of 9/6/16 with a letter from TD Bank.
- Bond Filing and reporting requirements onto EMMA being reviewed and being carefully managed with the support of fiscal associates from CSBM. The preparation of the first annual call with investors in October has begun

**Academic Program**

- The academic program is fully staffed. There were 2 Physics teachers and 2 Biology teachers have been retained. A Research and College Compositions candidate has been identified for College Prep. Jackye Stephenson, Coordinator of College Prep is overseeing the Cohort VIII college application and preparation of scholars for June 17 graduation.

## **Enrollment**

- Total enrollment as of today is 367 students Backfilling is still being explored, particularly students that have taken regents
- The breakdown of grades and classes are as follows;
  - 3 – 12<sup>th</sup> grade classes
  - 4 – 11<sup>th</sup> grade classes
  - 4 – 10<sup>th</sup> grade classes
  - 5 – 9<sup>th</sup> grade classes

Our next meeting is Wednesday October 12, 2016. The Board looks forward to welcoming Jordan Sanchez to his first board meeting.

Meeting adjourned at 7:35pm