



TNAACS Board Meeting
Thursday December 22, 2016
9301 Avenue B Brooklyn, NY 11236
Draft Minutes

Meeting ran from 6:00 – 6:55 PM

In attendance were Board Members: Mac McDonald, Kevin Monroe and Lorraine Scorsone

Also in attendance were: Lisa Silva, Matthew Harrington and Shimon Waronker

Dini Gourarie took Minutes

1. Shimon Waronker shared that the representative of the Lauder Foundation was very impressed by his visit to TNAACS on December 20th.
 - a. They commented on the management in the classrooms, the systems and structures that were in place and the dedication of the staff. The Lauder Foundation is considering awarding a grant to fund the TNAA model and will be making their decision in the coming months
2. Matthew Harrington shared the Monthly Financial Report
 - (a) Net projected surplus (after depreciation) estimate is \$390,003. Although this is still a distant projection, the school is making good progress in managing their budget and keeping their costs under control
 - (b) Matthew was asked about what was the primary driver behind the budget surplus and he answered that the SPED population was higher than expected. Also personnel costs were lower than anticipated.
 - (c) Current student enrollment = 323 (budget 325). Last per pupil submission was a FTECount of 327. This is aligned with our budget and Lisa Watkins, the Marketing Director continues to diligently monitor the student population to make sure we maintain a healthy number.
 - (i) Enrolling students into the school is closed as of 12/31/16 so long as no teams fall below 60 students.
 - (d) SPED enrollment higher than anticipated. Tina Spaic, the Director of SPED continues to track/monitor the progress of SPED students and manage their team to ensure that services are being met and are being billed appropriately.
 - (e) Cost savings for open teacher positions (until filled)
3. Staff Turnover was the major focus of the meeting:
 - (a) Resignation of Kandice Miller, due to difficult commute and has left an unfilled role in the organization. Kandice was responsible as a permanent sub which allowed for continued seamless teaching when a teacher was absent. Lisa Silva has directed Lisa Watkins to begin recruiting for her replacement immediately.

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Matthew Harrington

- (b) Termination of line teacher, due to excessive absences. There were several interventions performed by the teacher's Master Teacher, Headmaster and Director of Operations. Legal counsel was sought to ensure that termination was handled professionally and legally to minimize exposure to any liability. Lisa Silva has instructed Lisa Watkins to continue recruiting for this open line-teacher position
- (c) Matthew Harrington is working with Austin & Co. and plans on re-writing large portions of the employee handbook to better inform the school and its employees of policies and procedures. The plan is to have the revised handbook ready for the 2017-18 school year.

4. Kevin Monrose attended Curriculum Celebration and was particularly impressed by public speaking and persuasive essays by the Fourth Graders.

Kevin Monrose made a motion to adjourn. Lorraine Scorsone seconded the motion and the meeting was adjourned at 6:55 PM.