

**Opportunity Charter School  
Board of Trustees—Minutes  
September 13, 2018**

**Trustees Present:** June Smith, Alice Cutler, Tamara Adam & Peggy Culver  
Eric London (video-conference)

**Absent:** Tracy Hampton, Jon Sichel & Melba Wilson

**Executive Staff Present:** Leonard Goldberg and Jessica Marcu

**Public Notification:** Notice of meeting sent to Amsterdam News for addition to Events Calendar in print editions (September 4, 2018), on OCS website (as of September 4, 2018) and posted on front door of OCS and displayed in the OCS main office (beginning September 4, 2018). Attending Members of the Board of Trustees met at 315 West 113<sup>th</sup> Street at 6:00 p.m.

**Adoption of June Board of Trustees’ Minutes**

A vote to approve the minutes from the June 14, 2018 BOT meeting was taken with all in favor and no dissentions.

**SUNY Application Update**

- Capacity Interviews Recap
  - Key Highlights/Takeaways
- SUNY Request for Amendments (RFA)
  - *“Proposals of sufficient strength may undergo a Request for Amendments (“RFA”) process to resolve Institute concerns and assure compliance with the Act and all applicable laws and regulations.”*
  - Next Steps
    - *“If the Request for Amendment (“RFA”) process yields an application that the Institute identifies as strong enough to move on in the process, a representative of the Charter Schools Committee will interview the applicant(s) and proposed education corporation trustees. (Note: the Institute understands that additional trustees may be added to the education corporation's board in the future, but expects enough members to be identified and present at this interview to constitute a functioning board if the charter is approved).*
    - *After completing the review process, the Institute makes any positive recommendations to the Charter Schools Committee, which renders the final determination. There is no appeal of a negative determination at any stage of the process.”*
  - Public Hearing (September 25, 2018 at 5:30 PM)

## OCS Board Report

- Data and Assessment
  - Read 180/System 44 and Alex will have 3 assessments per year to determine growth.
  - MAPP testing will be conducted school wide twice a year.
  - Benchmark testing by content 2 times a year.
  
- Student Enrollment and Retention
  - Vigorous recruitment efforts have brought our current enrollment to:
    - 488 total students
      - 295 with an IEP (60%)
      - **226 middle school (46% or nearly half of our total enrollment)**
      - 262 high school
  - To continue building on this great momentum in student recruitment we will be participating in several upcoming citywide recruitment fairs and hosting a series of OCS open house events.
  
- Staffing
  - Positions Filled:
    - 8 high school
    - 9 middle school
  - Current Vacancies:
    - 5 high school
    - 2 middle school
  - Compared to previous years at OCS, the end of the 2017-2018 school year had the lowest turnover rate.
  
- Real Estate
  - Central Park West OCSSL
    - Architect to inspect third "Pod" to make finishing touches on preliminary plans
    - Attorney updating Letter of Intent to include most recent rent proposal
    - Waiting for Landlord to provide complete inventory of the work that they will be providing.
  - Civic Builders
    - Completing Intake Form so that when we hear from SUNY we will be ready to go. Civic Builders needs the information contained in this form in order for them to prepare a proposal.
  
- Budget
  - Audit is underway and the numbers are not yet final, all indications are that we will end the 2017-2018 School Year with a deficit somewhere at or near (170) K\*.
  
  - As discussed at the end of the 2016-2017 audit and throughout the 2017-2018 School Year, we provided caution that a surplus cannot be guaranteed due to continued DOE-Imposed adjustments to Per-Pupil Revenue based on strict interpretation of SWD Students' IEP's as the only determinant to granting > 60 % Special Ed Status – despite the fact that all SWD students receive 60 to 100% SWD Services throughout the day per our unique Model.

The amount the DOE's Revenue Interpretation has cost the School in the 2017-2018 School Year has been calculated to be (169.4) K.

This is significant because effectively none of our deficit is due to poor budgeting or budget-monitoring. We withstood all unfavorable line variances to the Budget by strong decision-making on spending, leading to favorable line variances to the Budget elsewhere. The result is our deficit will be nearly identical to the amount of the DOE's adjustment to our Per Pupil Revenue.

- Committee Reports
  - Finance Committee
    - Annual Budget Discussed with School Accountant.

### **Communication from the Public**

There were no comments from the public.

### **Executive Session**

The Board moved to Executive Session to discuss Legal and Personnel Issues.

### **Adjournment**

The meeting was adjourned at 7:15 p.m.