

Application: New Dawn Charter High School

Sara Asmussen - sasmussen@ndchsbrooklyn.org
Annual Reports

Summary

ID: 0000000108
Status: Liaison Review
Last submitted: Dec 1 2020 03:17 PM (EST)
Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Jul 31 2020

[Instructions](#)

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

NEW DAWN CHARTER HIGH SCHOOL 331500861016

a1. Popular School Name

New Dawn Brooklyn

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD #13 - BROOKLYN

d. DATE OF INITIAL CHARTER

9/2011

e. DATE FIRST OPENED FOR INSTRUCTION

9/2012

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

Mission Statement: New Dawn Charter High School will provide over-aged and under-credited students 15 - 21 years of age, including those who are English Language Learners and those with special needs, the opportunity to return to school and obtain a high school diploma through a rigorous NYSED standards-based education program. Within the framework of the education program, three programs will be offered: 1) Interventions for those with fewer than 11 credits, and for those with 11 or more credits: 2) Internships in the community and 3) College enrollment.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	Curriculum and Instruction: 1) a literacy-rich general education program; 2) full inclusion special needs program; 3) full inclusion ELL program; 4) an intensive 9th-grade intervention program for students with fewer than 11 credits; 5) aligned instruction integrated into the workshop model; and 6) an integrated, overarching school-wide curriculum aligned NYSED standards, including Common Core.
KDE 2	Social/Emotional Growth: 1) daily advisories to address social-emotional needs; 2) a mentoring program for all students; 3) integration of a PBIS program; and 4) an individualized, differentiated, progressive Discipline Policy that allows students learning opportunities around behaviors.
KDE 3	Internship Program: 1) an internship program where students with more than 11 credits work in the community; 2) seminar sessions aligned to

	CDOS and content area courses resulting in a college-level research paper; 3) development of a career portfolio; 4) instruction on appropriate "soft" work skills; and 5) alignment to Advisory and content classes.
KDE 4	College Readiness Program: 1) an intensive course preparing for college; 2) assistance with the completion of college application packets; 3) assistance with financial aid packets; 4) counseling on next career/college steps; 5) PSAT/SAT prep and test administration; 6) college campus visits; and 7) support after graduation to stay in college.
KDE 5	Operational Practices: 1) longer school year; 2) longer school day; 3) digitalized curriculum and aligned lesson planning abilities; 4) staff compensation based on HEDI scores and student performance outcomes; and 5) a data culture based on the School Improvement Engine for all areas of the school.
KDE 6	Professional Development and Staff Growth: 1) daily common planning time and professional development; 2) regularly embedded professional development in the content classrooms; 3) use of TERC: Using Data to Inform Instruction; 4) professional development in Danielson Classroom Observations; 5) PLC Coaching; 6) Peer Review; 7) Instructional Rounds in house and with other schools; 8) access to other schools for shared support; and 9) Facilitative Leadership opportunities within the school.
KDE 7	NA
KDE 8	NA
KDE 9	NA
KDE 10	NA

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.ndchsbrooklyn.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

500

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

383

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

9, 10, 11, 12

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	242 Hoyt Street, Brooklyn, NY 11217	347-505-9101	NYC CSD 15	9-12	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Donna Lobato			dlobato@ndchsbrooklyn.org
Operational Leader	Jose Obregon			jobregon@ndchsbrooklyn.org
Compliance Contact	Sara Asmussen			sasmussen@ndchsbrooklyn.org
Complaint Contact	Sara Asmussen			sasmussen@ndchsbrooklyn.org
DASA Coordinator	Mariah Smith			msmith@ndchsbrooklyn.org
Phone Contact for After Hours Emergencies	Sara Asmussen			sasmussen@ndchsbrooklyn.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

[New Dawn Charter High School COO.docx](#)

Filename: New Dawn Charter High School COO.docx **Size:** 12.2 kB

Site 1 Fire Inspection Report

[New Dawn Charter High School Fire Inspection.docx](#)

Filename: New Dawn Charter High School Fire Inspection.docx **Size:** 12.3 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Sara Asmussen
Position	Executive Director
Phone/Extension	347-505-9102
Email	sasmussen@ndchsbrooklyn.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**


Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "John M. [unclear]".

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Ann [unclear]".

Date

Jul 31 2020

Thank you.



Entry 2 NYS School Report Card

Incomplete Hidden from applicant

[Instructions](#)

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

NEW DAWN CHARTER HIGH SCHOOL 331500861016

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided.)

(No response)

Entry 3 Progress Toward Goals

Completed Dec 1 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

2019-20 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
(Benchmark 1) Regents Goal #1: Each year 75% of the students who take the NYSED ELA Regents Exam	NYSED ELA		January Results = 66.7% but students were not able to retake in June or August. June Exemptions = 70.3% (number of students who

Academic Goal 1	will score at 65 or higher (any student) or 55-64 (SWD with safety net allowance on IEP) by August.	Common Core Regents Exam	Unable to Assess	<p>passed the class divided by total number of students who took the class)</p> <p>August Exemptions = 84.2%</p>
Academic Goal 2	(Benchmark 1) Regents Goal #1: Each year 75% of the students who take the NYSED Algebra Regents Exam will score at 65 or higher (any student) or 55-64 (SWD with safety net allowance on IEP) by August.	NYSED Algebra Common Core Regents Exam	Unable to Assess	<p>January Results = 65.4% but students were not able to retake in June and/or August.</p> <p>June Exemptions = 60.5%</p> <p>August Exemptions = 91.7%</p>
Academic Goal 3	(Benchmark 1) Regents Goal #1: Each year 75% of the students who take the NYSED Living Environment Regents Exam will score at 65 or higher (any student) or 55-64 (SWD with safety net allowance on IEP) by August.	NYSED Living Environment Regents Exam	Met	<p>January Results = 83.3% but students were not able to retake in June and/or August.</p> <p>June Exemptions = 56.6%</p> <p>August Exemptions = 60%</p>
	(Benchmark 1) Regents Goal #1: Each year 75% of the students who take the NYSED US History &	NYSED US History		<p>January Results = 88% but students were not able to retake in June and/or August.</p>

Academic Goal 4	Government Regents Exam will score at 65 or higher (any student) or 55-64 (SWD with safety net allowance on IEP) by August.	& Government Regents Exam	Met	June Exemptions = 70.5% August Exemptions = 71.4%
Academic Goal 5	(Benchmark 1) Regents Goal #1: Each year 75% of the students who take the NYSED Global History & Geography Regents Exam will score at 65 or higher (any student) or 55-64 (SWD with safety net allowance on IEP) by August.	NYSED Global History & Geography Regents Exam	Met	January Results = 84% but students were not able to retake in June and/or August. June Exemptions = 72.1% August Exemptions = 78.3%
Academic Goal 6	(Benchmark 1) Regents Goal #6: In totality, of all the students who take Regents Exams during the year, 75% of the students will pass.	All five NYSED Regents Exams	Met	January Results = 77.6% but students were not able to retake in June and/or August.
Academic Goal 7	(Benchmark 1) Comparison Goal #1: Each year New Dawn results on the DOE School Quality Snapshot for Transfer Schools will indicate that New Dawn achieves a fair or higher on all measures	NYC DOE School Quality Snapshot for Transfer Schools	Unable to Assess	Data not available for 2019-2020.

Academic Goal 8	(Benchmark 1) Graduation Goal #1: At least 55% of the 9th grade cohort will graduate by Year 6	NYC DOE Cohort Report School Records 9th Grade Cohort	Unable to Assess	Waiting for NYC DOE School Quality Snapshots
Academic Goal 9	(Benchmark 1) Graduation Goal #2: At least 55% of students will graduate by the end of their 6th year of enrollment at New Dawn	NYC DOE ATS School Enrollment Dates School Records	Met	
Academic Goal 10	(Benchmark 1) Graduation Goal #3: At least 75% of students who are identified as having 33 credits in September will graduate by the end of the school year.	School Records ATS Graduation Records	Met	

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	(Benchmark 2) Teaching & Learning Goal #1: All teachers will be evaluated over time on the Danielson Rubric and will show growth. Those teachers already scoring at level 3 and/or 4 at pre-observation will remain at that level.	Danielson Classroom Observation Rubric	Unable to Assess	N/A. We did continue with classroom observations but with COVID we had not yet developed a remote measure.
Org Goal 2	(Benchmark 3) Culture Goal #1: Annually, 85% of the parents who respond to the NYC DOE Survey will be	NYC DOE School Survey	Unable to Assess	Data will be out later in the year.

	satisfied with the school and the quality of the school.			
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	(Benchmark 4) Financial Goal #1: New Dawn will meet or exceed annual budget targets each fiscal year during the chartering period resulting in a balanced budget	Unaudited and Audited Financial Statements	Met	
Financial Goal 2	(Benchmark 4) Financial Goal #2: Budgets will be submitted annually to the appropriate agencies and authorities in a timely fashion	Data budgets are submitted to NYSED and the NDCS Board of Trustees for approval	Met	Entire audit included below.
Financial Goal 3	(Benchmark 5) Financial Goal #3: The external financial audit conducted every year will result in no major findings.	Auditors recommendation letter.	Met	Recommendation letter included below.
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Jul 31 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)**
- **SUNY- Authorized Charter Schools: [Trustee Financial Disclosure Form](#)**

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[Katharine Urbati Disclosure of Financial Interest \(1\)](#)

Filename: Katharine Urbati Disclosure of Financi vMIsQ24.pdf **Size:** 255.1 kB

[Ron Tabano Disclosure of Financial Interest \(1\)](#)

Filename: Ron Tabano Disclosure of Financial Interest 1.pdf **Size:** 245.0 kB

[Amit Bahl Disclosure of Financial Interest \(1\)](#)

Filename: Amit Bahl Disclosure of Financial Interest 1.pdf **Size:** 3.0 MB

[Jonathan Carrington Disclosure of Financial Interest](#)

Filename: Jonathan Carrington Disclosure of Fina JX4boja.pdf **Size:** 257.2 kB

[Jane Sun Disclosure of Financial Interest](#)

Filename: Jane Sun Disclosure of Financial Inter PewQgPB.pdf **Size:** 253.8 kB

Entry 8 BOT Membership Table

Completed Jul 31 2020

Instructions

Required of All charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 8 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

NEW DAWN CHARTER HIGH SCHOOL 331500861016

1. 2019-2020 Board Member Information (Enter info for each BOT member)

Trustee Name	Position on the	Committee	Voting Member	Number of Terms	Start Date of	End Date of	Board Meetings
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	and Email Address	Board	Affiliation s	Per By- Laws (Y/N)	Served	Current Term (MM/DD/ YYYY)	Current Term (MM/DD/ YYYY)	Attended During 2019- 2020
1	Ronald Tobano [REDACTED]	Chair	Executive , Finance, Audit	Yes	8	07/01/20 19	06/31/20 20	12
2	Jane Sun, [REDACTED]	Trustee/M ember	Educatio n	Yes	3	07/01/20 19	06/30/20 20	12
3	Amit Bhal, [REDACTED]	Secretary	Educatio n	Yes	2	07/01/20 19	06/30/20 20	11
4	Katharine Urbati [REDACTED]	Treasurer	Executive , Finance, Audit	Yes	2	07/01/20 19	06/30/20 20	12
5	Jonathan Carrington, [REDACTED]	Trustee/M ember	Educatio n	Yes	1	08/20/20 19	06/30/20 20	12
6								
7								
8								
9								

1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2020	5
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	5

3. Number of Board meetings held during 2019-2020

15

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Jul 31 2020

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

Board Meeting Minutes February 26 2020

Filename: Board Meeting Minutes February 26 2020.pdf **Size:** 464.8 kB

Board Meeting Minutes February 04 2020

Filename: Board Meeting Minutes February 04 2020.pdf **Size:** 1.2 MB

Board Meeting Minutes - August 2019

Filename: Board Meeting Minutes August 2019.pdf **Size:** 1.2 MB

Board Meeting Minutes April 14 2020

Filename: Board Meeting Minutes April 14 2020.pdf **Size:** 4.8 MB

Board Meeting Minutes June 9th 2020

Filename: Board Meeting Minutes 06.09.2020.pdf **Size:** 164.5 kB

Board Minutes December 2019

Filename: Board Minutes December 2019.pdf **Size:** 654.2 kB

Board Minutes January 2020

Filename: Board Minutes January 2020.pdf **Size:** 123.5 kB

Board Minutes November 2019

Filename: Board Minutes November 2019.pdf **Size:** 1.1 MB

Board Meeting Minutes April 28 2020

Filename: Board Meeting Minutes May 12 2020.pdf **Size:** 13.1 MB

Board Meeting Minutes March 24 2020

Filename: Board Meeting Minutes March 24 2020.pdf **Size:** 8.3 MB

Booard Meeting July 2019

Filename: Booard Meeting July 2019.pdf **Size:** 1.6 MB

Board Minutes October 2019

Filename: Board Minutes October 2019.pdf **Size:** 1.5 MB

[Board Meeting Minutes May 12th 2020](#)

Filename: Board Meeting Minutes April 28 2020.pdf **Size:** 14.2 MB

[Board Meeting Minutes May 26 2020](#)

Filename: Board Meeting Minutes May 26 2020.pdf **Size:** 14.1 MB

[Board Meeting Minutes September 2019](#)

Filename: Board Meeting Minutes September 2019.pdf **Size:** 12.0 MB

[Executive Session Meeting on June 30th 2020](#)

Filename: Executive Session Meeting on 6.30.2020.pdf **Size:** 23.1 kB

Entry 10 Enrollment & Retention

Completed Aug 2 2020

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

NEW DAWN CHARTER HIGH SCHOOL 331500861016

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	ED students are over represented in transfer school populations. This year, our Economically Disadvantaged population was at 83%. Our ED population has always been high because of the nature of our program.	We will continue with our strategies from the previous year. Our focus will be on all students completing lunch forms, as non-completion decreases our rate.
English Language Learners/Multilingual Learners	We have been working with groups that reach out to displaced students both as unaccompanied minors who come through the southern border as well as displaced minors due to natural disasters. This has been successful this year. We continue publish materials in a variety of languages.	We will continue with our outreach efforts with groups serving immigrant youth.
Students with Disabilities	This year our SWD population was 50%. Students with disabilities tend to be over represented in transfer schools.	We will continue with our recruitment efforts as before. We always recruit many more SWD students than the district. We will continue to take students from District 75. We believe our high SPED enrollments is an indication of our good faith efforts to enroll students in this group.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
	We consider all of our students in this category. We have expanded and worked on our mentoring	

<p>Economically Disadvantaged</p>	<p>program, which links each students a staff member to provide support and advocacy during their time at New Dawn. Additionally, the Attendance and Engagement Coordinator has been working with all students to make sure they are acclimating well to the school, as well as tracking the Long Term Absence students, having parent meetings as well as regular home visits. Due the COVID-19 pandemic, we have moved all of our efforts to virtual platforms. Mentors were tasked with reaching out to students on a daily basis, and our counselors worked with students on the phone to address their needs. Furthermore, we created a computer lending program for students who did not have access to a computer or tablet during remote learning. We have also set up an outreach committee to oversee strategies to support students with keeping up with their classes. Remote learning has been successful for our school, and we have had some Long Term Absence students come back and earn credits.</p>	<p>We will continue to plan for both in person and remote learning strategies to retain our economically disadvantaged students, which we consider to be the entire school. The Attendance and Engagement counselor will continue to track students for truancy and will work with the Parent Coordinator as well as Dean of Schools to work with all students. We will continue our computer lending program for students in the instance that we must continue with remote learning.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>We have been working with legal services to support our efforts to retain our ELL students, as well as engaging in our normal outreach efforts. We have bilingual staff who speak the language of every parent of</p>	<p>We will continue to work with CSE, as well as other legal services to retain our students. Additionally, our aspiring teacher will move into the role of an ELL teacher and will provide one on one support to these students. We have joined a consortium of Title III schools and have regular PD on supporting ELL students in</p>

	every ELL student.	the classrooms. All lesson plans have ELL strategies integrated into them.
Students with Disabilities	We continue to retain many of our Students with Disabilities. We work with CSE, as well as conduct our regular outreach efforts. Our progressive discipline policy also allows SWD students to transition to the school culture and climate without punitive measures which ultimately drive students out of schools.	We will continue with our efforts as described. We will continue to provide students with services on their IEPs and will continue to built on our efforts, as this has proven to be successful.

Entry 12 Percent of Uncertified Teachers

Completed Jul 31 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Entry 12 Uncertified Teachers

School Name: NEW DAWN CHARTER HIGH SCHOOL 331500861016

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category B: not to exceed 5	0.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category C: not to exceed 5	3.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	8

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	18



Thank you.

Entry 13 Organization Chart

Completed Jul 31 2020

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

APPROVED NDCHS BROOKLYN ORGANIZATION CHART

Filename: APPROVED NDCHS BROOKLYN ORGANIZATION CHART.pdf **Size:** 59.7 kB

Entry 14 School Calendar

Completed Oct 1 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

Staff School Calendar 2020 2021 DRAFT

Filename: Staff School Calendar 2020 2021 DRAFT.pdf **Size:** 494.4 kB

Staff School Calendar 2020 2021 FINAL September

Filename: Staff School Calendar 2020 2021 FINAL mrVqd3G.pdf **Size:** 151.8 kB

Entry 15 Links to Critical Documents on School Website

Completed Aug 3 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: New Dawn Charter High School

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	http://www.ndchsbrooklyn.org/public_reporting
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	http://www.ndchsbrooklyn.org/board_of_trustees
2a. Webcast of Board Meetings (per Governor's Executive Order)	http://www.ndchsbrooklyn.org/board_of_trustees
3. Link to NYS School Report Card	http://www.ndchsbrooklyn.org/public_reporting
4. Most Recent Lottery Notice Announcing Lottery	http://www.ndchsbrooklyn.org/enrollment
5. Authorizer-Approved DASA Policy	http://www.ndchsbrooklyn.org/antibullying_information_page
6. District-wide Safety Plan	http://www.ndchsbrooklyn.org/public_reporting
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	http://www.ndchsbrooklyn.org/Academics
7. Authorizer-Approved FOIL Policy	http://www.ndchsbrooklyn.org/public_reporting
8. Subject matter list of FOIL records	http://www.ndchsbrooklyn.org/public_reporting
9. Link to School Reopening Plan	http://www.ndchsbrooklyn.org/2020_reopening_plan

Thank you.



Entry 16 COVID 19 Related Information

Completed Aug 3 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: New Dawn Charter High School

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	303	271	271

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participants

Title															cipating Students
Regents classes: Regents-like Assessments teacher made	✘	✘	✘	✘	✘	✘	✘	✘	✘	✔	✔	✔	✔	219	
Non-Regents classes: Student Learning Objectives, teacher made	✘	✘	✘	✘	✘	✘	✘	✘	✘	✔	✔	✔	✔	287	
	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘		
	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘		
	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘		

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
Tota l															506. 0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Nov 2 2020

[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)

Please provide the full name of **ANY and ALL** instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

[NDCHS_BROOKLYN_STAFF_ROSTER](#)

Filename: NDCHS BROOKLYN STAFF ROSTER.xlsx **Size:** 12.6 kB

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Katharine Urbati

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New Dawn Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation?
 Yes x No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No


If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p>NONE Please write "None" if applicable. Do not leave this space blank.</p>				

DocuSigned by:

362A72064F9540C...
 Signature

7/13/2020
 Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

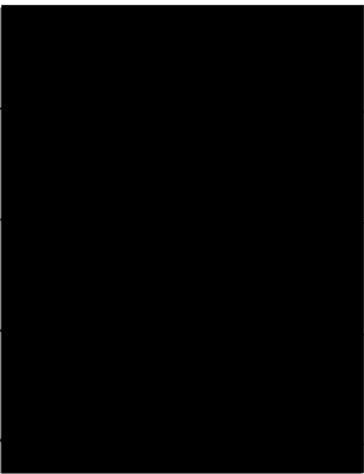
Business Telephone: [REDACTED]

Business Address:

E-mail Address:

Home Telephone:

Home Address:



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Ronald Tabano

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New Dawn Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Chair

2. Are you an employee of any school operated by the education corporation?
 Yes x No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No


If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><small>NONE</small> Please write "None" if applicable. Do not leave this space blank.</p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

DocuSigned by:

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Signature 7/13/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

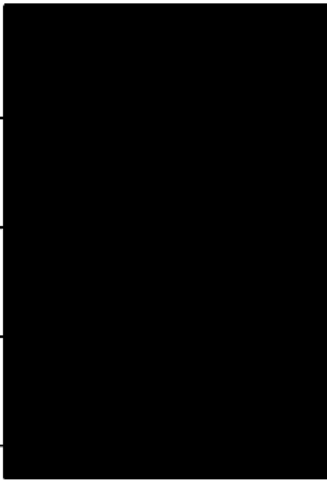
Business Telephone: [REDACTED]

Business Address:

E-mail Address:

Home Telephone:

Home Address:



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Amit Bahl

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New Dawn Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Secretary

2. Are you an employee of any school operated by the education corporation?
 Yes x No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No


If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p style="text-align: center;">NONE Please write "None" if applicable. Do not leave this space blank.</p>				

DocuSigned by:

 Signature _____ Date 7/14/2020

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: [REDACTED]

Business Address

E-mail Address

Home Telephone

Home Address



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

_____ Jonathan Carrington _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

_____ New Dawn Charter Schools _____

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

member

2. Are you an employee of any school operated by the education corporation?
___ Yes ___ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i> Please write "None" if applicable. Do not leave this space blank.			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p>NONE Please write "None" if applicable. Do not leave this space blank.</p>				

DocuSigned by:
Jonathan Carrington
A5D931FE9C5B471...

Signature 7/27/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

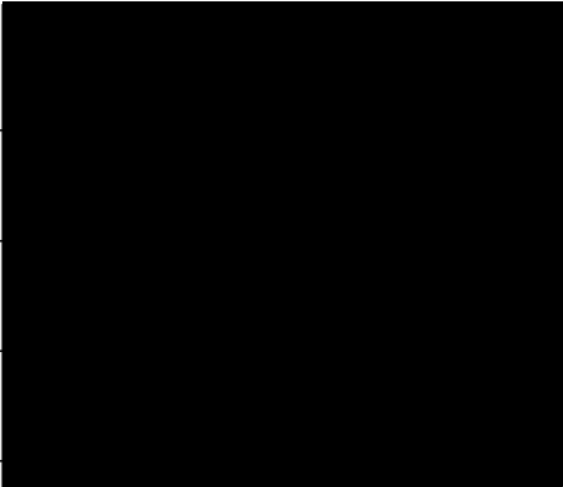
Business Telephone: ██████████

Business Address:

E-mail Address:

Home Telephone:

Home Address:



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

_____ Jane Y. Sun _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

_____ New Dawn Charter Schools _____

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Member

2. Are you an employee of any school operated by the education corporation?
___ Yes ___ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No


If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p>NONE Please write "None" if applicable. Do not leave this space blank.</p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p>NONE Please write "None" if applicable. Do not leave this space blank.</p>				

DocuSigned by:

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 Signature _____ Date 7/27/2020

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

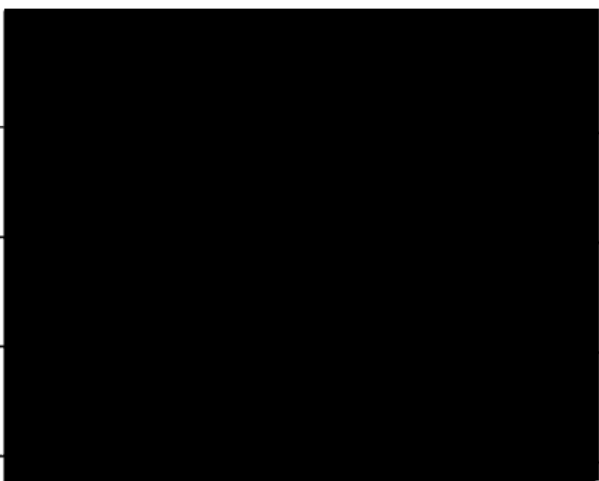
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Business Address:

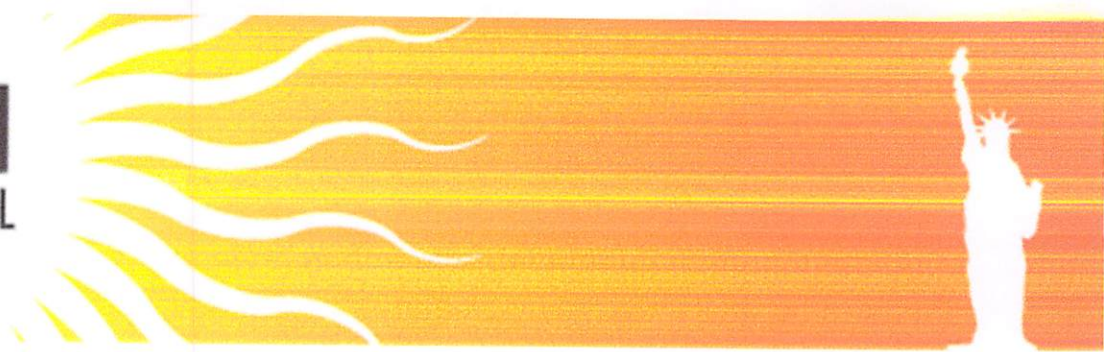
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last revised 06/8/2020



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, February 26, 2020

Time: 1:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Secretary, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer, Mr. Jonathon Carrington, Board Member

Board Members Absent: All present

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Mr. Jose Obregon, Director of Operations, NDCS, Ms. Nazli Askins, Data Specialist, Steve Ramkissoon, Director of Finance & HR

Mr. Tabano called the meeting to order at 1:00 P.M.

I. Resolution: Minutes from February 4, 2020 Board of Trustee Meeting.

Motion: Ms. Jane Sun motioned to approve the February 4, 2020 Board of Trustees Minutes.

Motion Seconded: Ms. Katharine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve the February 4, 2020 Board of Trustees minutes.

II. Financials – Steve Ramkissoon, Director of Finance, NDCHS.

Ms. Katharine Urbati asked if NDCHS is hiring more staff soon. Mr. Ramkissoon responded that the plan is to hire additional staff for the Queens school in April/May 2020.

A. Resolution: Board Financials.

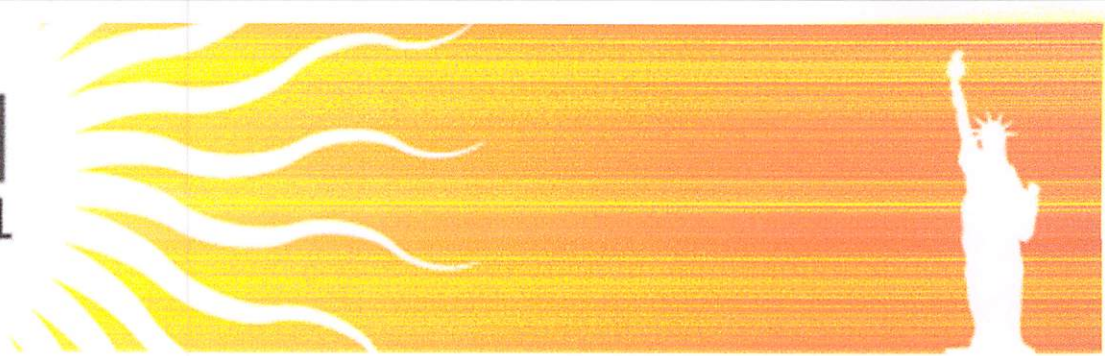
Motion: Ms. Katherine Urbati motioned to approve the February 2020 financials.

Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve February 2020 financials.

B. Draft Taxes.

The board review the Draft tax filings and there were no objections.



Motion: Ms. Katherine Urbati motioned to approve the draft tax filings.

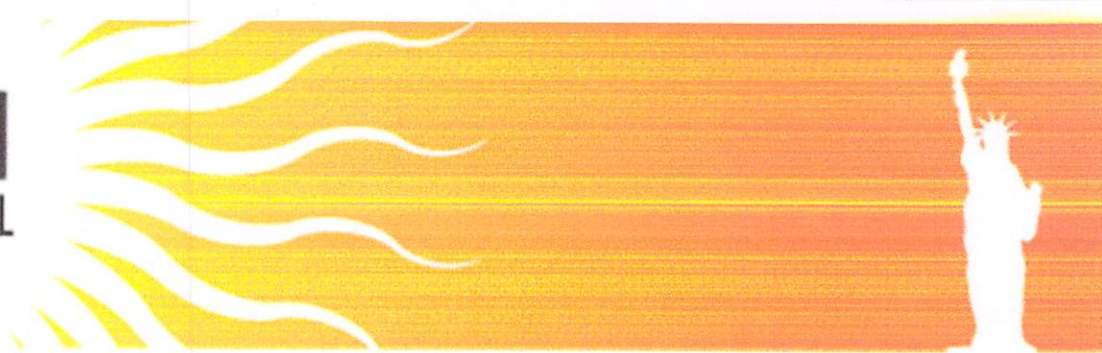
Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve the Draft tax filings.

III. Adjournment.

The Board meeting was adjourned at 2:00 P.M. to go into the Executive Session in order to conduct and evaluation of the Executive Director and a Board self-evaluation.

IV. Executive Session



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, February 4, 2020

Time: 3:30 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer

Board Members Absent: Mr. Jonathon Carrington, Board Member,

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Ms. Amanda Morton, Principal NDCHS, Ms. Lisa DiGaudio, Principal NDCHS II, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Jose Obregon, Director of Operations, NDCS, Ms. Nazli Askins, Data Specialist

Mr. Tabano called the meeting to order at 3:30 P.M.

I. Resolution: Minutes from November 2019, December 2019, and January 2020 Board Meetings.

Motion: Ms. Jane Sun motioned to approve the November 2019 Board Minutes.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to accept and approve the November 2019 board minutes.

Motion: Ms. Jane Sun motioned to approve the December 2019 Board Minutes.

Motion Seconded: Mr. Amit Bahl seconded the motion.

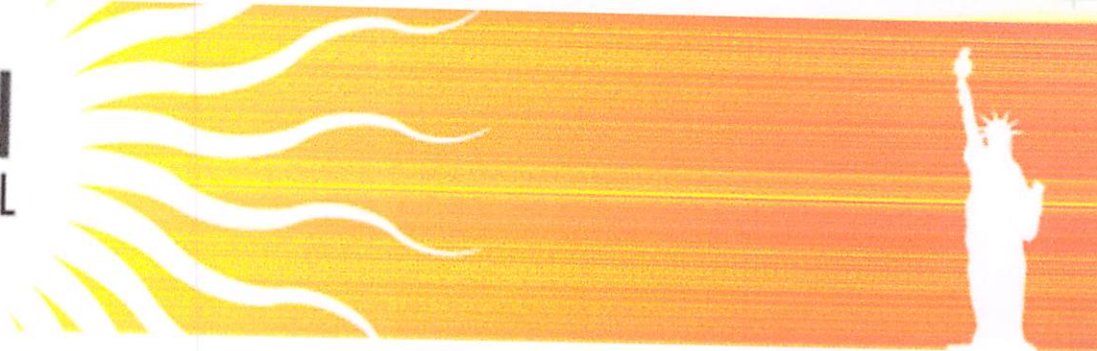
Vote: The board unanimously voted to accept and approve the December 2019 board minutes.

Motion: Ms. Jane Sun motioned to approve the January 2019 Board Minutes.

Motion Seconded: Ms. Katherine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve the January 2020 board minutes.

II. Financials – Steve Ramkissoon, Director of Finance, NDCHS.



Mr. Ramkissoon informed the board that both schools are financially on track. Mr. Ramkissoon also informed the board that he did not budget the Brooklyn school's depreciation of fixed assets or amortization since he did not know yet what the full building costs will be. Ms. Urbati, the board treasurer, stated that nothing in the financial report jumped out at her. Mr. Ramkissoon also added that, for accounting purposes, Ms. Nazli Askins, Data Specialist for NDCHS, will be slotted in the Business Manager position. Mr. Ramkissoon also confirmed that all aspiring teacher positions are now filled in Brooklyn. He also reported that the insurance costs are a little more than anticipated for the 242 Hoyt Street building.

For the Queens school, Mr. Ramkissoon informed the board that the school will be getting 3K reimbursed from the landlord offset custodial service costs as per the lease agreement. Overall, the school remains within budget. Mr. Ramkissoon also informed the board that the accounts payables is now up to date and under control. Mr. Tabano asked if paying invoices for both schools is a problem and if separate invoices are being produced. Mr. Ramkissoon replied that costs, invoicing, and payments were being kept separately and adequately managed. Dr. Asmussen asked Mr. Ramkissoon if Queens could now pay NDCHS for services rendered, Mr. Steve Ramkissoon answered that the Queens school is able to reimburse NDCHS for up to 50% for services provided.

In regard to Human Resources, Mr. Ramkissoon informed the board that there were three new hires for the Brooklyn school and there was a resignation submitted by the P.E. teacher in the Queens school. Mr. Tabano asked Mr. Ramkissoon to consolidate assets for the Brooklyn school and limit the number of active bank accounts on hand since there were too many.

A. Resolution: Board Financials.

Motion: Ms. Katherine Urbati motioned to approve the January 2020 financials.

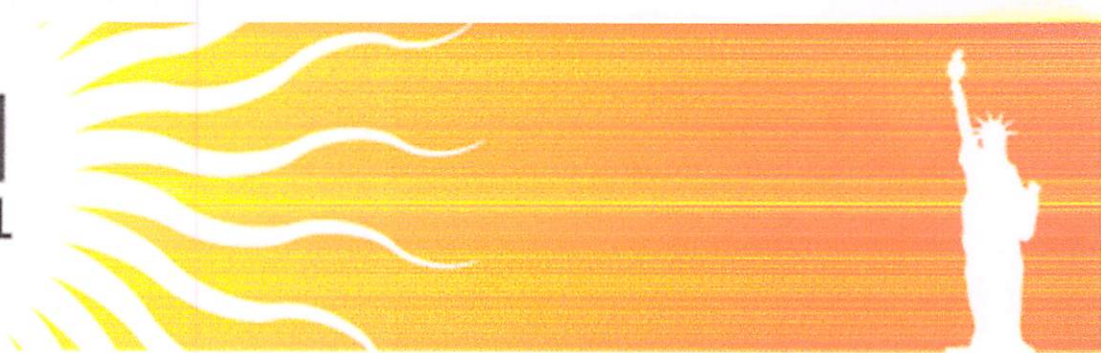
Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to accept and approve January 2020 financials.

III. Facilities.

A. Update on Queens space

Mr. Obregon informed the board that there are no significant issues to report on the Queens space at this time. He also stated that he will continue to ask Barrone Management to schedule a walk-through of the Queens facilities that NDCHS II will be occupying next year in preparation for the move.



B. Updates on Dekalb

Mr. Jose Obregon reported that there are no significant issues neither at the temporary space in Brooklyn with the exception that the fire alarm is now operational and that the school will have to assume responsibility for daily monitoring.

C. Updates on 242cHoyt Street

Insofar as the 242 Hoyt Street building, Mr. Obregon stated that construction seems to be on track and is showing progress every week that he has visited thus far. Mr. Tabano asked Mr. Obregon if he noticed a large work crew on site. Mr. Obregon responded that, yes, a significant work crew is on site.

IV. Staff Recruitment.

A. Staff Vacancies. Dr. Lisa DiGaudio, Principal at NDCHS II, informed the board that she will be hiring a new College and Career Manager and a new P.E. teacher and already has two interviews scheduled. Mr. Tabano asked how many new hires will be needed for next school year. Mr. Ramkissoon replied that nine (9) new hires will be needed. Ms. DiGaudio further indicated that she will start the search in March.

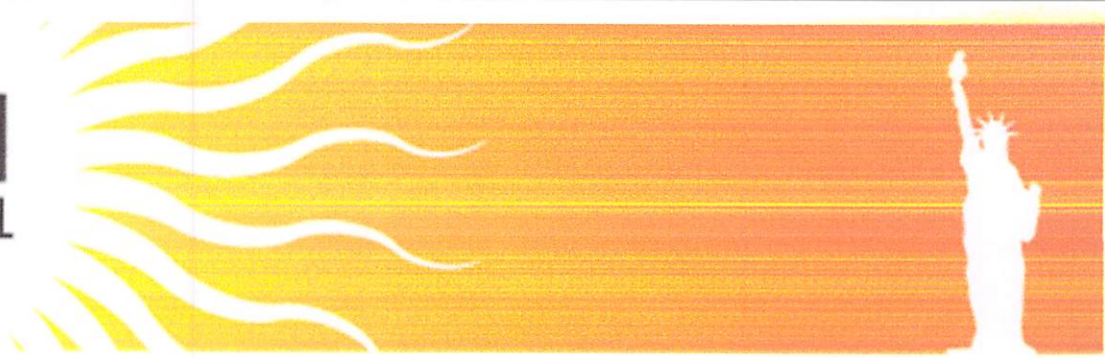
B. Staff Vacancies. For the Brooklyn school, Dr. Asmussen informed the board that the school will be looking for a culinary instructor. Further, Dr. Asmussen informed the board that Brooklyn hired Ms. Nydia Lugo, a long-term substitute teacher as an aspiring teacher. Ms. Lugo is a certified Global History teacher.

V. Programmatic Updates.

A. Student Recruitment Efforts (NDCHS Brooklyn) – Ms. Amanda Morton,
Principal.

Ms. Morton reported that there are approximately 340-350 students at NDCHS and that there are still more students enrolling. Dr. Asmussen stated that the FTE is at 305.

B. Student Recruitment Efforts (NDCHS Queens) – Dr. Lisa DiGaudio, Principal



Dr. DiGaudio informed the board that there are 135 students enrolled at NDCHS II and that five (5) more students need to be entered to ATS. Dr. DiGaudio informed the board that her target enrollment is 160 students.

C. Update on SAM Conference

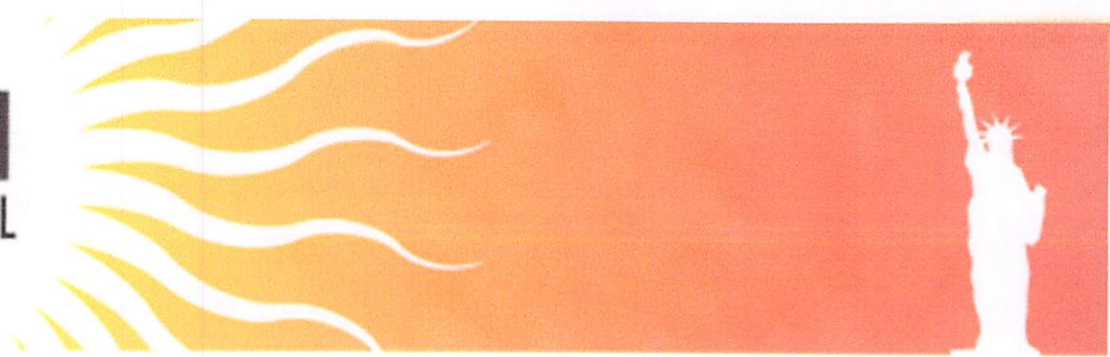
Dr. Asmussen informed the board that various staff members attended the annual SAM conference and that it was worth the effort. The conference focused on positivity and social/emotional learning. Dr. Asmussen stated that there will be focus on advisory teachers so that leadership can understand what their mindset is and their thought processes. The State of NY has also mandated that SEL be part of the education process. Dr. Asmussen also informed the board that there is an upcoming PBIS conference and both the SAM and PBIS conference complement each other. Mr. Tabano informed the board meeting attendees that an MSW will be available for both schools as well as a substance abuse counselor.

VI. Regents Results and Graduation.

IV. Adjournment.

The Board meeting was adjourned at 3:52 P.M.

V. Executive Session



Board of Trustees Meeting

Location: New Dawn Charter High School II, 80-25 161 Street, Jamaica, NY 11432

Date: Tuesday, August 20, 2019

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer

Board Members Absent: Mr. Amit Bahl, Secretary,

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Dr. Lisa DiGaudio, Principal, NDCHS II, Ms. Amanda Morton, Principal NDCHS, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Jose Obregon, Director of Operations, NDCS

Mr. Tabano called the meeting to order at 3:00 P.M.

I. Resolution: Minutes from July 30, 2019 Board Meeting.

Motion: Ms. Katherine Urbati motioned to approve the July 30, 2019 board minutes.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to accept the July 30, 2019 board minutes.

II. Financials

A. Resolutions – Jose Obregon, Director of Operations

1. Copier Machine Proposals.

Motion: Ms. Katherine Urbati motioned to accept the Document Solutions copy machine proposal for NDCHS II.

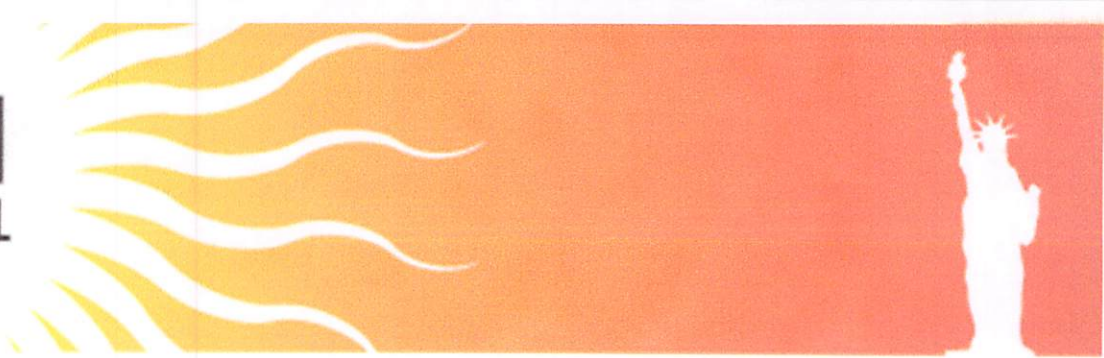
Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously to accept the Document Solutions Copy Machine Proposal for NDCHS II.

2. Additional Furniture for NDCHS II.

Motion: Ms. Jane Sun motioned to accept the additional furniture purchase request for NDCHS II.

Motion Seconded: Ms. Katharine Urbati.



Vote: The board unanimously to accept the additional furniture purchase request for NDCHS II.

3. Chromebook setup.

Mr. Ron Tabano asked that Jose Obregon get other bids from other vendors for Chrome book set up at NDCHS II. The board members concurred.

4. Bell System.

Motion: Ms. Katharine Urbati motioned to accept the Bell System Installation Proposal from MSP Network for both NDCHS and NDCHS II.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously to accept the Bell System Installation Proposal from MSP Network for both NDCHS and NDCHS II.

5. Math 180/Read 180.

Motion: Ms. Katharine Urbati motioned to accept the Math180 and Read 180 proposals for NDCHS II.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously to accept the Math 180 and Read 180 proposals for NDCHS II.

6. Extra Billing from Olympus Moving Company for no elevator service at Dekalb Avenue.

Mr. Ron Tabano recommended that the board not approve any extra billing charges from Olympus Moving Company and that Jose Obregon go back and ask for a re-negotiation of any additional charges. The board members concurred with Mr. Tabano's recommendation.

B. Audit Update – Steve Ramkissoon, Director of HR and Finance.

Mr. Steve Ramkissoon informed the board that the audit will start next week and that there are no financial statements ready yet. Mr. Tabano asked Mr. Steve Ramkissoon if he had any concerns about the upcoming audit. Mr. Steve Ramkissoon responded that the separation of finances between both schools was important. He also stated that the schools have the necessary backup documents to support expenditures. Mr. Ramkissoon further stated that it was important that we can explain how we are accounting for expenditures in both schools. Mr. Steve



Ramkissoon also stated that he asked MSP Networks to create an inbox so that vendors can submit invoices electronically. Mr. Tabano asked that Mr. Steve Ramkissoon make everything clear to the auditors to preclude any concerns or doubts. Ms. Urbati asked Mr. Ramkissoon if the school was on track to have financials ready by the end of the month. Mr. Ramkissoon responded yes.

C. Resolution to accept Ms. Darlene Anderson’s resignation from NDCHS board of trustees.

Motion: Ms. Katherine Urbati motioned to accept and approve Ms. Darlene Anderson’s resignation from the NDCHS board of trustees.

Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to accept and approve Ms. Darlene Anderson’s resignation from the NDCHS board of trustees.

III. Resolution New Board Member.

Motion: The New Dawn Charter Schools Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Jonathon Carrington as a final candidate to its Board of Trustees, with a term expiring on June 30, 2020, pending approval by SED. The resolution approving Jonathon Carrington is formally adopted upon SED’s approval.

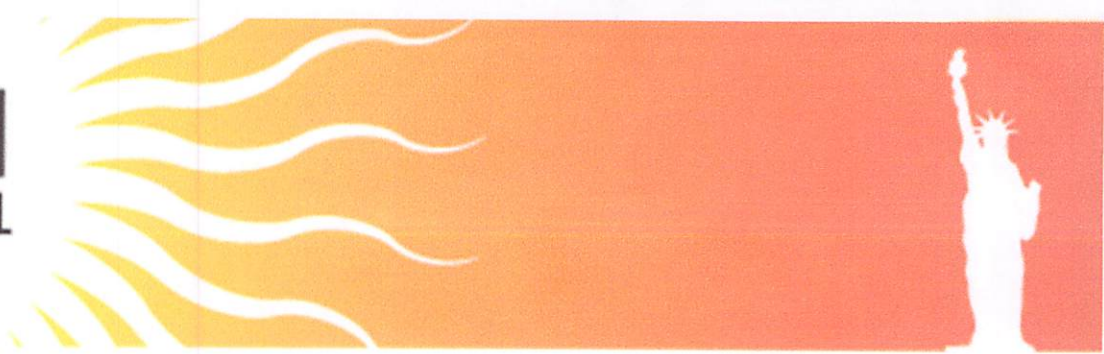
Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to select Jonathon Carrington as a final candidate to its Board of Trustees, with a term expiring on June 30, 2020, pending approval by SED. The resolution approving Jonathon Carrington is formally adopted upon SED’s approval.

IV. School Update

A. Queens - Dr. Lisa DiGaudio

- 1. Enrollment/Recruitment.** Dr. DiGaudio informed the board that there are 60 student seats that still need to be filled. Mr. Tabano asked how many students were enrolled thus far. Dr. DiGaudio replied that there are ninety-two (92) students currently enrolled.



2. **Staffing.** Dr. DiGaudio informed the board that a new P.E. teacher was hired and Dr. DiGaudio is still reaching out to candidates. Dr. DiGaudio further stated that she plans to have an additional two (2) staff members on board by next week.
3. **Facilities.** Dr. DiGaudio informed the board that the first day of school is September 4, 2019. Mr. Tabano asked if Dr. DiGaudio needed anything before opening day. Dr. DiGaudio responded that she did not.

B. Brooklyn – Ms. Amanda Morton

1. **Enrollment/Recruitment.** Ms. Morton informed the board that she is continuing call neighborhood schools. She also informed the board that enrollment is at about 300 students.
2. **Staffing.** Ms. Morton stated that the school needs one (1) additional counselor and that she is confident about the current staff at NDCHS.
3. **Facilities.** Ms. Morton reported that things are progressing at NDCHS after the move and that she is continuing to make minor adjustments.
4. **Regents Outcome and Next Steps.** Ms. Morton reported that the embargoes Regents pass rates for the August Regents.

Ms. Morton also informed the board that she will be doing full lesson observations to determine what actions she must take to improve test results. Mr. Tabano asked Ms. Morton why students performed so poorly on the Algebra Regents exam. Ms. Morton replied that she believed it was due to a variety of issues that had occurred during the summer. Mr. Tabano stated that Ms. Morton should continue to monitor instruction as she is planning to do so this school year.

V. Meeting Times for coming school year. The next board meeting is scheduled for September 24, 2019. Meetings will be held on the 4th Tuesday of every month. Currently, the December board meeting will be on December 17, 2019.

VI. Adjournment. The board meeting was adjourned at 4:00 P.M.

Board of Trustees Meeting

Location: Zoom due to COVID-19 closure

Date: Tuesday, April 14, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Secretary, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer, Mr. Jonathon Carrington, Board Member

Board Members Absent: All present

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Dr. Lisa DiGaudio, Principal NDCHS II, Ms. Amanda Morton, Principal, NDCHS, Mr. Jose Obregon, Director of Operations, NDCS, Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS

Mr. Tabano called the meeting to order at 3:00 P.M.

I. Financial Updates - Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS

Mr. Steve Ramkissoon, Director of H.R. and Finance thanked the board for promptly approving the Payroll Protection Program (PPP) application. He also reported to the board that the application was already submitted to Bank of America. The school is now waiting to hear from the bank for next steps.

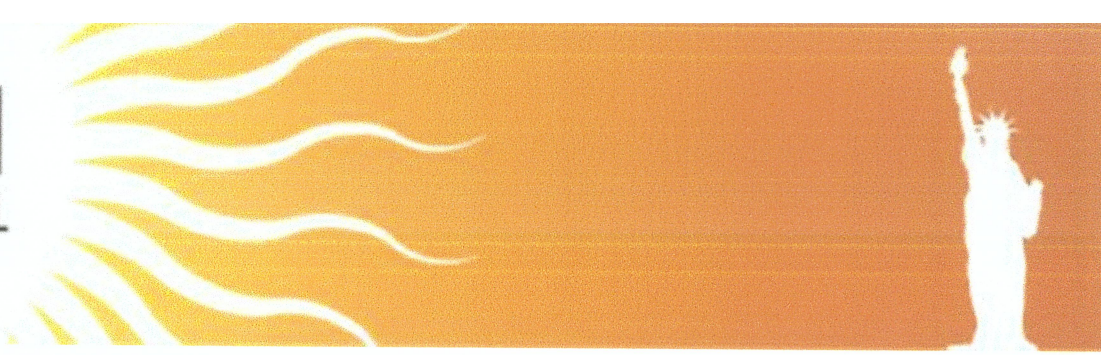
Mr. Steve Ramkissoon also informed the board that NDCS is up to date in accounts payable and that all checks were issued to keep the schools current.

II. School Closure Updates

A. NDCHS II, Queens. Dr. Lisa DiGaudio, Principal.

Dr. DiGaudio discussed training and development using Zoom as a virtual teaching platform. Additionally Dr. DiGaudio discussed PLCs, 1:1 meetings, whole staff meetings, and bi-weekly PD, and Friday staff updates.

Dr. DiGaudio discussed expectations of online learning. She reported to the board that Forums and Exit tickets will be required on Jupiter and Juno Pods. Additionally, to enhance learning, Zoom classes will be increasing from once per week with bi-weekly office hours to twice per week with office hours on Fridays. Dr. DiGaudio also discussed student engagement and participation. Dr. DiGaudio indicated that students who are limited to cell phones may be able to get tablets from the DOE. So far, only 1 student has



reported that he needs a device. Dr. DiGaudio further informed the board that she and her staff will have discussions about helping with technology in the future based on the PAUSE order. Dr. DiGaudio also informed the board that at this time, only 4 students are using packets picked up at the school.

B. NDCHS, Brooklyn. Ms. Amanada Morton, Principal.

Ms. Amanda Morton informed the board of Directors that NDCHS continues to use JupiterEd.com for online grade books and as an instructional tool. Additionally, Ms. Morton reported that the instructional format used on Jupiter includes forums for the lesson (Online Classroom Discussion), Juno Pods, and Exit Tickets. Teachers will use Zoom for face to face lessons. There will be weekly mentee updates.

Additionally, Ms. Morton informed the board that every Tuesday, Brooklyn Admin is in the building to distribute packets to students and to get students to apply for devices from the DOE. Ms Morton also reported that weekly department meetings are being conducted. The recent meetings were focused on getting teachers and students familiar with using Jupiter and Zoom to continue online instruction. Additionally, Ms. Morton informed the board that the staff is focusing on the Social Emotional aspect of this COVID-19. As an incentive, some teachers are hosting fun virtual hangouts to get students engaged.

III. Year 3 Renewal Documents and Desk Audit - Dr Asmussen Executive Director

Dr. Asmussen recommended to The Board of Trustees to carefully consider whether the school has met the criteria for renewal as set forth in the Regent's Oversight 4 Plan, including but not limited to, the Charter School Renewal Policy and the Performance Framework. Dr. Asmussen also shared with the Trustees the NYSED Charter School Office Remote Monitoring and Oversight Protocol Liaisons' Alternative Monitoring Plan (03-31-2020) Spring 2020 Check-In and Mid-Term Desk Audits for their information and review. In that document, Dr. Asmussen informed the board that the State will schedule and conduct check in and Mid-term desk audits via ZOOM. The State will also access remote classroom learning in lieu of onsite observations.

Dr. Asmussen informed the board that during the desk Audit, some of the questions that the State will ask are how is student progress assessed, how does the school know whether students are on track for graduation, and what interventions is the school offering to address academic deficiencies.

IV. Adjournment.

The Board meeting was adjourned at 4:00 P.M.



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216 **Zoom Meeting (School Closed)**

Date: Tuesday, June 9, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer, Mr. Amit Bahl, Secretary

Board Members Absent: Mr. Jonathon Carrington, Board Member.

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Mr. Jose Obregon, Director of Operations, NDCS, Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS

Mr. Tabano, Chairperson, called the meeting to order at 3:00 P.M.

I. Resolution: Minutes for May 26, 2020 board meeting

Motion: Ms. Katharine Urbati motioned to approve the May 26, 2020 Board of Trustees meeting minutes.

Motion Seconded: Mr. Ron Tabano seconded the motion.

Vote: The board unanimously voted to accept and approve the May 26, 2020 Board of Trustees meeting minutes.

II. Financials – Mr. Steve Ramkissoon, Director of H.R. and Finance

Mr. Steve Ramkissoon, Director of H.R. and Finance began by briefing the board on the new General Insurance quote submitted by Austin and Company, Inc. Mr. Steve Ramkissoon informed the board that the schools are insuring up to six hundred (600) students which will increase insurance premiums costs. Subsequently, the school will be spending more on Worker’s Compensation insurance since New Dawn will be hiring seventeen (17) additional staff personnel. The insurance cost for directors and officers also increased. Mr. Steve Ramkissoon stated to the board that he looked at various other insurance options but feels that staying with Austin and Company, Inc. is the best option at this time as Mr. Tabano had recommended previously. Mr. Steve Ramkissoon informed the board that last year, the school paid \$83,284. in insurance premiums. This year, the cost will increase to \$104,723. He also stated that the insurance premium will probably increase to approximately \$110K annually given the added insurance coverages that will be needed to cover construction activities at the new building at 242 Hoyt Street for the months of July and August 2020. Mr. Steve Ramkissoon also stated that insurance



premiums will probably change again when the school moves back to the new building. He will ask the insurance company if the school is entitled to any discounts after the company reassess possible liabilities.

Mr. Ron Tabano asked the board for a resolution to accept the General Insurance quote submitted by Austin and Company, Inc.

Motion: Ms. Jane Sun motioned to accept and approve the General Insurance quote submitted by Austin and Company, Inc.

Motion Seconded: Ms. Katharine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve the General Insurance quote submitted by Austin and Company, Inc.

A. Resolution: Brooklyn and Queens 2020-2021 Annual Budget

In response to Ms. Katharine Urbati's question last board meeting concerning rising expenditures, Mr. Steve Ramkissoon reported that overhead costs increased for both schools. This increase is a result of the hiring of three (3) extra staff members for Brooklyn which includes a new Internship Coordinator, an ELL teacher, and a Culinary Instructor. In Queens, there will be twelve (12) new staff members coming on board. Mr. Tabano asked how the school plans to budget correctly if we do not know what our final FTE will be. Mr. Tabano further stated that we need to be careful not to over hire without having the necessary funding and at the same time be cognizant that that we need to get new staff on board soon. Mr. Tabano further asked if there are certain positions that can wait if schools are doing remote instruction and learning. Dr. Asmussen replied that the schools are not going to hire new staff until September 2020. Mr. Tabano asked what will happen if remote learning continues in September and these additional hires are not needed. Dr. Asmussen replied that it might be a situation that the school may have to deal with short of nullifying a new hire's contract. Mr. Tabano stated that we may have to wait and see how the pandemic plays out.

Ms. Katharine Urbati stated that the budget is ambitious, but she has full confidence in Dr. Asmussen. Ms. Urbati also acknowledged that PPE will offset some costs. Ms. Urbati stated that she was a little concerned about Queens' projected enrollment set at two hundred forty-five (245) students. Mr. Steve Ramkissoon replied that prior to the pandemic, enrollment was increasing. Dr. Asmussen also stated that the school will enroll new 9th and 10th grade students. Students with twenty (20) or fewer credits will be allowed to enroll which will help to reach the projected numbers. Ms. Urbati stated that she is hoping that schools will be allowed to re-open to make target enrollment numbers easier to attain. Mr. Steve Ramkissoon asked if anyone on the board had any further questions or concerns about the school budgets. Ms. Urbati stated that there was not



anything concerning except for the challenges already discussed. Ms. Urbati asked how much of the budget was projected for repayment of the bond and the PPE. Mr. Steve Ramkissoon replied that the government is allowing twenty-four weeks for beginning the repayment of PPE at a 1% interest rate. However, he believes that the PPE will be forgiven. Mr. Steve Ramkissoon also stated that there is some cushion in the budget for a worst-case scenario.

Mr. Tabano asked the board if there was a motion to accept the 2020-2021 Annual Budget.

Motion: Ms. Katharine Urbati motioned to accept and approve the 2020-2021 Annual budget.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to accept and approve the 2020-2021 Annual Budget.

B. Benefit Review

Medical: Mr. Steve Ramkissoon stated that since New Dawn is a small group which is under one hundred (100) employees, it does not qualify for any special discounts. Mr. Steve Ramkissoon also stated that there will be no change in rates for employee vision or dental plan. Neither will there be a change in rates for the short term, long term, accidental, or life insurance premiums. The medical high plan will have a 11.2% increase and the low plan will have a 7.26% increase in premiums. Ms. Jane Sun asked if these insurance increases happen regularly and Mr. Steve Ramkissoon answered that there is usually a premium increase every year. Mr. Steve Ramkissoon informed the board that New Dawn recently had its open enrollment period. As a bonus, the gym feature offered by Oxford is available to staff if they report that they are exercising at home.

Mr. Tabano asked the board if there is a motion to accept the employee benefits package.

Motion: Ms. Katharine Urbati motioned to accept and approve the employee benefit package.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to accept and approve employee benefit package.

C. Resolution: Engagement Letters Schall & Ashenfarb—Dr. Sara Asmussen

Mr. Ron Tabano stated that the school has used Schall & Ashenfarb as auditors and are very reasonably priced and efficient. Ms. Katharine Urbati stated that it is a good idea to rotate auditors. However, she further stated that it is a good idea to stay with them for this



coming year especially since they have done a good job in the past and they continue to highlight things that have changed in our annual financial reports.

Mr. Ron Tabano asked the board if there was a motion to accept and approve the Schall & Ashenfarb engagement letter.

Motion: Ms. Katharine Urbati motioned to accept and approve the Schall & Ashenfarb engagement letter.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to accept and approve the Schall & Ashenfarb engagement letter.

D. Resolution. Reimbursement for rebuilding of wall at 242 Hoyt Street.

Dr. Asmussen informed the board that the school used operational money to pay for reconstruction of a structural wall at 242 Hoyt Street. She asked the board to approve reimbursement of those monies spent from the bond fund.

Mr. Ron Tabano asked the board if there was a motion to approve the reimbursement of operational funding that was spent on reconstruction of the structural wall at 242 Hoyt Street spent from the bond fund if available.

Motion: Ms. Katharine Urbati motioned to approve the reimbursement of operational monies that were spent on reconstruction of the structural wall at 242 Hoyt Street bond money is available.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to approve the reimbursement of operational funds spent on reconstruction of the wall at 242 Hoyt Street.

III. HR Update – Mr. Steve Ramkissoon

A. HR Committee—Mr. Steve Ramkissoon

Mr. Ramkissoon informed the board that the HR committee met yesterday and that 90% of the vacancies are posted on Indeed. The Queens school has a separate email to receive applications. The Brooklyn school already has their own email for applicants. Mr. Ramkissoon informed the board that the applications will be screened and those candidates which are the best qualified will be scheduled for remote demo lessons if the situation remains the same. Mr. Ramkissoon also informed the board that posting for vacancies began in the middle of May 2020 but that the process has gained good momentum as applications continue to come in.



B. Vacation Time—Mr. Steve Ramkissoon

Mr. Ramkissoon brought up the fact that since staff had to forgo their spring break vacation time, we needed to figure out how to honor their contracts. It was decided that school could run with a skeleton crew the week of June 22 since it was a “Regents” and testing week for students. All other staff would be given the week off.

C. Hiring for Mental Health Grant—Sara Asmussen

Regarding the mental health grant, Mr. Tabano asked if the school was getting applications for the substance abuse therapist and mental health therapist positions. Dr. Asmussen stated that there are three (3) applications received for the substance abuse therapist and one (1) for the mental health therapist positions. Mr. Tabano stated that his school was getting applications as well. Dr. Asmussen informed the board that this grant was obtained through Wildcat Charter School but all hires for these positions will be through New Dawn Charter Schools and personnel. The other four staff will work at the two campuses of Wildcat and the two campuses of Renaissance. The Board will vote on the contract between the two schools at the next meeting.

D. Staff Returning to Building—Sara Asmussen

Dr. Asmussen stated that there will be staff members who will not want to come back into the building. However, Dr. Asmussen indicated that she will be scheduling staff to come back in the building to pack for the move to Hoyt Street. Dr. Asmussen stated that the school will be following all COVID-19 protective measure protocols set forth by the State and Federal government such as wearing facemasks, social distancing, using sanitizer, etc. Dr. Asmussen asked the Board to think about how to respond to employees who refuse to physically come to work. Dr. Asmussen also stated that labor laws do not address a situation like the current pandemic crisis and asked the board if they knew of any labor law that addressed such a situation. Ms. Katharine Urbati stated that her contacts have not seen any guidance on what the best practices will be used in the industry. Ms. Urbati recommended that the school wait until further guidance comes forth. Dr. Asmussen agreed and emphasized that the policy should really be clear and set rules in place. Mr. Tabano also stated that employees currently have the right to say they will not come in physically. Ms. Urbati asked, when is the best time to decide on a policy, what is a reasonable timeline, and does the board have to come up with a decision immediately. Dr. Asmussen stated that it is not necessary to implement a policy immediately and those employees that become ill can be treated in accordance with current sick leave policies. Dr. Asmussen emphasized that she is trying to circumvent the possibility that some employees will decide that they do not want to come work. Mr.



Tabano stated that he believes that there will be some guidelines in place by September 2020. Ms. Urbati further stated that right now, employees need only declare is that they have a fever and that will exempt them from coming in.

IV. Facilities

A. Construction & Maintenance—Jose Obregon

Mr. Obregon informed the board that this week at the construction site the ceilings will be closed and all wiring will be done. Further, overall, the site looks like it is progressing nicely. Also, the guard roof rail fence is scheduled to be installed this week. No major obstacles are forecasted. Mr. Obregon also informed the board that there will be some training scheduled for himself pertaining to the HVAC system, the fire alarm, and sprinkler systems. Mr. Tabano recommended that someone else from the staff is also trained to serve as a backup. Regarding the Queens and Dekalb facilities, there are no major issues. Mr. Obregon also informed the board that Mr. Rob Loheit, owner of the Dekalb property, called him to remind him that the lease at Dekalb Avenue was going to expire in July 2020. He asked that if we needed an extension to the lease to please let him know. Mr. Tabano asked if there are people interested in buying the building and Mr. Obregon responded that recently, Mr. Loheit is showing the building to several potential buyers. (Additional Note: the lease expires on August 15, 2020).

B. Agreement with Butler Resident—Dr. Sara Asmussen

Dr. Asmussen reported to the board that the school acquired the permit to put up an additional six (6) feet of scaffolding on the outside. Dr. Asmussen asked if the existing scaffolding is going to be brought down today and Mr. Obregon confirmed that it would be brought down today. Dr. Asmussen informed the board that the school agreed to pay the owner at the Butler residence \$1500 for two months to let us put our scaffolding on his property. After the two (2) months, it will cost the school \$150. per day to keep the scaffolding up. The school has agreed that if there is damage to the bamboo garden on the butler resident's property, the school's horticultural club will replace it.

V. Reports on Remote Learning – Dr. Sara Asmussen

A. Grading Policy

Mr. Tabano asked if the State sent out surveys to parents of Charter schools. Dr. Asmussen replied that she did get a survey since her children are in public school, but parents of charter school students did not. Mr. Tabano further stated that they are holding back results because the outcomes were not good. Dr. Asmussen informed the board that



New Dawn is simply trying to maintain the student achievement levels before students started their online instruction. Dr. Asmussen further stated that there is no attempt to bolster student grades artificially. Reviewing the attendance of four classes for one day, Ms. Jane Sun stated that Global attendance is only at 10% and asked was the low attendance due to it being scheduled during 1st period and if Global is always at 1st period. Dr. Asmussen replied that classes are switched around and that Regents classes are never scheduled during first period.

B. Using Data to Identify Struggling Students

Dr. Asmussen explained that data was sent to the board since she knew that student attendance was going to be an issue during SED's oversight visit. Dr. Asmussen wanted to show that students can sign in any other time during the day and not just during the live Zoom lessons, which are recorded for students to download later. Data also indicates that those students failing in the prior quarter were still failing in the current quarter. Certain classes showed a drop in grades during remote learning. Data was also broken down by teachers. Teachers who had failing students were asked to go back and ascertain why kids were not completing assignments. Teachers were expected to call their students to ascertain why they were not completing work. This push helped increase student performance especially in Health and U.S. history classes. Another analysis showed that all other classes had a 10% increase in grades. Living environment did not show the progress that the other classes did. Dr. Asmussen further stated that it is only within the last month that students have acquired the rhythm for the new learning norm. Since then, students have greatly improved, as shown by the data, as they have become accustomed to online learning. Some students have expressed their feelings of being overwhelmed. Dr. Asmussen stated that the focus the last few weeks is to get students to make up assignments they did not finish so they can pass their classes.

VI. Compliance—Sara Asmussen

A. Title Grants

Dr. Asmussen reported to the board that the school received the Title Fund allocations. August 31, 2020 is the due date for Title Grant applications for next year and the school will be retaining Arthur Pritchard as its Title grant consultant.

B. Annual Report

Dr. Asmussen informed the board that the annual report will be due soon. However, the NYSED business portal is not open yet for submitting that report.



C. BOCES Reporting

Dr. Asmussen informed the board that the State erroneously informed the school that it had missed the annual TAA reporting requirement when in fact it was submitted on time. It was discovered later that the report was submitted and due to a technical glitch on its side, it did not register. The State rectified the issue and the school is in reporting compliance.

VII. Update on NYSED Charter School Office Year 1 Visit Queens - Dr. Asmussen

Dr. Asmussen informed the board that the State was scheduled to observe four (4) classes but only observed three (3). She did send the recording of the class that they missed to the oversight team. Additionally, Dr. Asmussen stated that the school returned the eighteen (18) questions pertaining to the Queens school. There was no follow up call on the answers submitted. Dr. Asmussen commented to the board that the classes observed were fantastic.

VIII. New Business – Mr. Ron Tabano

N/A

IX. Adjournment

The next scheduled board meeting is scheduled for Tuesday July 21, 2020 at 3:00 PM. The board meeting was adjourned at 4:05PM.

Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, December 17, 2019

Time: 3:30 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Mr. Jonathon Carrington, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer

Board Members Absent: N/A

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Ms. Amanda Morton, Principal NDCHS, Ms. Lisa DiGaudio, Principal NDCHS II, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Jose Obregon, Director of Operations, NDCS

Mr. Tabano called the meeting to order at 3:30 P.M.

I. Financials

A. Resolution Board Financials.

Ms. Katherine Urbati, Treasurer, asked the board why custodial service expenses are higher in Queens than in Brooklyn. Dr. Asmussen explained to the board that the cleaning company at the Queens school, Brio Clean, Inc., is a minority-women owned business that is funded by a federal grant awarded to the Queens school. This grant requires that the contract is awarded to such a company. Further, the cleaning company is compliant with minimum wage salary and employee benefit requirements as set forth by the State of New York for such companies. Therefore, the Queens' cleaning company costs are higher than the Brooklyn company and are reflected in monthly expenses.

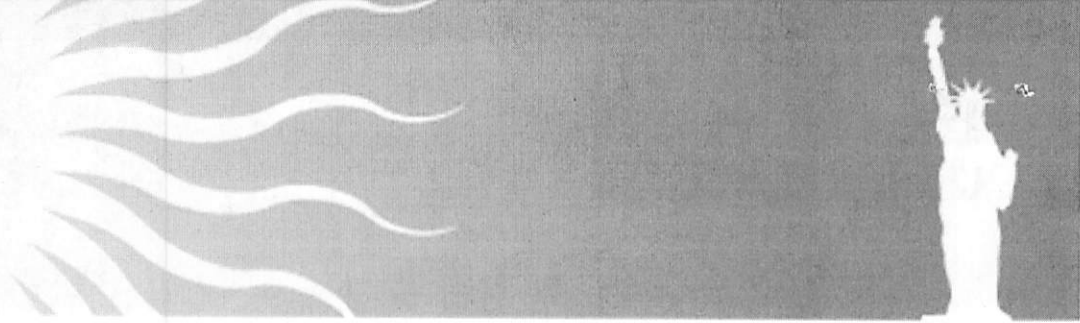
Motion: Ms. Jane Sun motioned to approve the November 2019 financial report.

Motion Seconded: Ms. Katherine Urbati.

Vote: The board unanimously voted to accept and approve the November 2019 financial report.

II. School Updates

A. Queens



1. Enrollment. As of this date, 120 students have enrolled in the school and the number may increase to 130. Recruiting efforts are still ongoing. There are two (2) and possibly three (3) open houses scheduled for each month. The NYC DOE District 79 working relationship continues to grow strong with Ms. Erika Fabiano leading the initiative in Queens.

2. Staffing. There are no changes in staffing to report to date.

3. Facilities. The FDNY has inspected the school building recently and will continue to do so in the future. In order to maintain compliance with city and state requirements, the school is up to date with its scheduled fire and lock down drills.

4. FSA. The board discussed FSA and voted as follows:

Motion: Mr. Amit Bahl, Board Member, motioned to accept FSA.

Motion Seconded: Mr. John Carrington, Board member.

Vote: The board unanimously voted to accept FSA.

B. Brooklyn

1. Enrollment/Recruitment. Enrollment is up to 314 students Ms. Kim Fields continues to receive applications for enrollment on a steady basis.

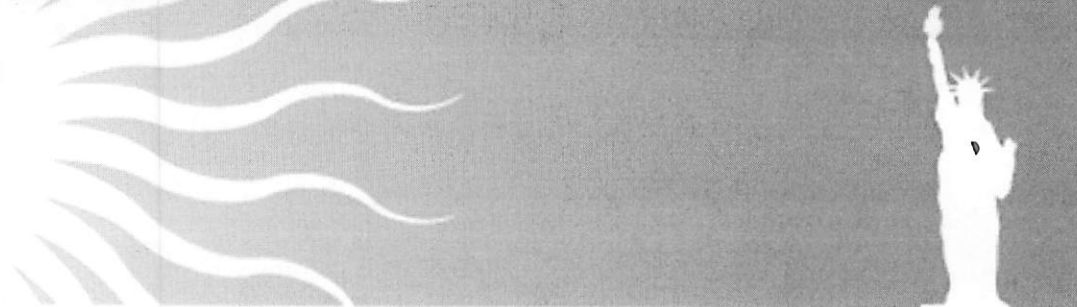
2. Staffing. The new Science Teacher will be starting in January 2020.

3. Facilities. Mr. Jose Obregon reported that at this time there are no significant issues at the Brooklyn facility at this time. He also reported that security is in place at 242 Hoyt Street during non-working hours for construction personnel

4. CSI Status. Dr. Asmussen informed the board that the school appeal was denied and that the Brooklyn school is still a CSI school. Dr. Asmussen also informed the board that the school will appeal again and will request information under FOIL.

III. Meeting times for January 2020.

The next board meeting is scheduled for January 28, 2020.



IV. Adjournment.

The Board meeting was adjourned at 3:52 P.M.

V. Executive Session

Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York
11216

Date: Tuesday, January 28, 2019

Time: 3:30 P.M.

Board Members Present: A quorum was not established. Therefore, the next Board meeting is scheduled for Tuesday, February 4, 2020.

Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, November 26, 2019

Time: 3:30 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Mr. Jonathon Carrington, Board Member, Ms. Jane Sun, Board Member

Board Members Absent: Ms. Katharine Urbati, Treasurer

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Ms. Amanda Morton, Principal NDCHS, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Jose Obregon, Director of Operations, NDCS,

Mr. Tabano called the meeting to order at 3:30 P.M.

I. Resolution: Minutes from October 2019 Board Meeting.

Motion: Mr. Amit Bahl motioned to approve the October 2019 board minutes.

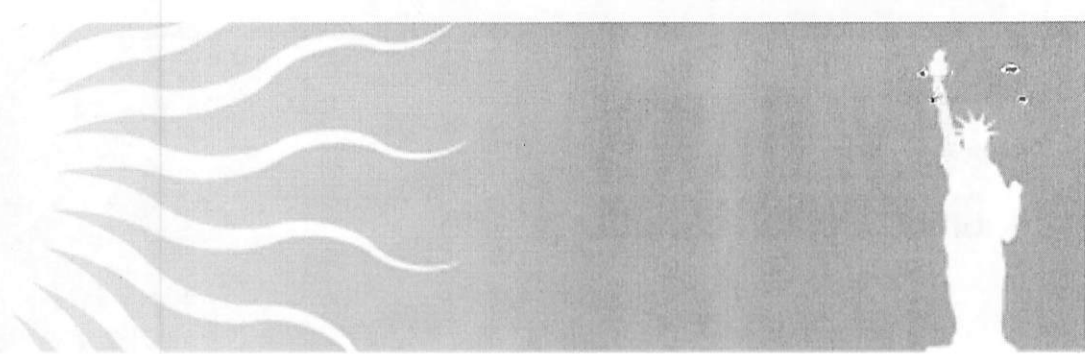
Motion Seconded: Mr. Jonathon Carrington

Vote: The board unanimously voted to accept the September 2019 board minutes.

II. Financials

Mr. Steve Ramkissoon informed the board that certain school assets cannot be depreciated such as books. Mr. Steve Ramkissoon further reported to the board that there is nothing significant to report on the monthly financial report and that both schools continue to be fiscally on track. Mr. Steve Ramkissoon also reported that he is continuing to clean up Expense Watch. However, he also stated that timing of payments to vendors needs to be improved.

In respect to employee benefits, Mr. Steve Ramkissoon informed the board that the Dental plan will be upgraded to include dental implants and that there will be a minimal increase in cost totaling an average of \$1.25 increase per employee. Mr. Steve Ramkissoon also briefed the board on the employee Flex Spending Account (FSA). Mr. Jonathon Carrington asked if the flex spending plan can be rolled over. Mr. Steve Ramkissoon replied that it cannot be rolled over. Mr. Jonathon Carrington stated that there are FSA websites that offer employees discounts. Mr. Steve Ramkissoon agreed and stated that these discounts can only be applied to the plan year and plan's scope. Mr.



Amit Bahl stated that it would be a good idea to offer the FSA benefit to employees for their consideration and get their feedback.

A. Resolution Board Financials.

Motion: Mr. Jonathon Carrington motioned to approve the September 2019 financial report.

Motion Seconded: Ms. Jane Sun.

Vote: The board unanimously voted to accept and approve the November 2019 financial report.

B. Construction Spending Updates

Mr. Steve Ramkissoon reported that nothing significant has changed since the last report. He further stated that Mr. Brian Baer will continue to send updated expenditure spreadsheets. Mr. Steve Ramkissoon also reported that the school is current on construction loan payments and compliance reports for September 2019 were submitted. The next compliance report for December 2019 is due February 15, 2020.

C. Mandatory Harassment Professional Development Update

Mr. Steve Ramkissoon confirmed that this training is ongoing and will include those employees that are part of vendor contracts such as custodial and security personnel. Mr. Jonathon Carrington asked if there is a deadline for this to be completed. Dr. Asmussen indicated that it should be done as soon as possible.

D. Staff vacancies (Queens)

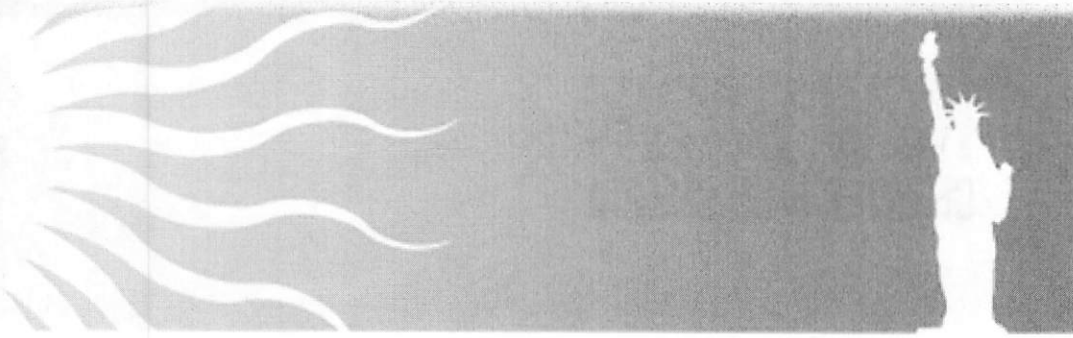
Dr. Asmussen reported that there are no vacancies at this time in the Queens school.

E. Staff vacancies (Brooklyn)

Dr. Asmussen reported that there is still a science teacher and a guidance counselor position vacant in the Brooklyn school. Additionally, Dr. Asmussen indicated that a data specialist needs to be hired to serve both schools.

III. Facilities

A. Updates on the Right of Access for 242 Hoyt Street. Dr. Asmussen reported that we now have right to access on both sides of the school. One of the owners wants 2K per month for three (3) months and 6K upfront. The other owner has settled for 1K per



month. Mr. Tabano recommended that we take pictures of the inside of both adjacent buildings to avoid any future claims.

B. Updates on 242 Hoyt Street.

1. Mr. Tabano indicated that we should move forward and cut the tree that is leaning onto school property.

2. Resolution: Night/Weekend Security Guard.

Motion: Mr. Amit Bahl motioned to approve the EPIC Security contract for a Security Guard to watch the construction site at 242 Hoyt Street overnight.

Motion Seconded: Mr. John Carrington

Vote: The board unanimously voted to approve the EPIC Security contract for a Security Guard to watch the construction site at 242 Hoyt Street overnight.

C. Updates on Dekalb. Mr. Jose Obregon reported to the board that at this time, there was nothing significant to report.

D. Updates on 161st Street.

1. **Exterminator.** There is an exterminator that is servicing the facilities.

2. **Resolution: Increased Security Guard.**

Motion: Ms. Jane Sun motioned to approve the EPIC Security contract for an additional Security Guard at NDCHS II in Queens.

Motion Seconded: Mr. John Carrington

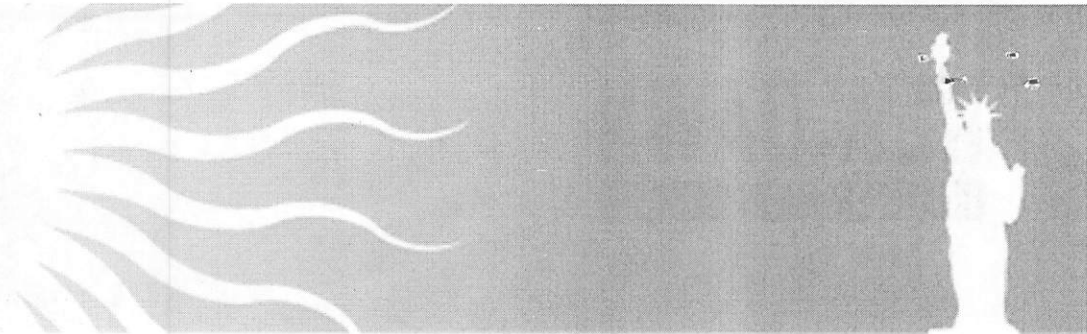
Vote: The board unanimously voted to approve the EPIC Security contract for an additional Security Guard at NDCHS II in Queens.

IV. Programmatic Updates

A. Recruitment efforts (NDCHS Brooklyn)

Dr. Asmussen reported that billing invoices are in for this cycle and there is an increase of twelve (12) students since the last submission. The Brooklyn school currently has over 300 students enrolled.

B. Recruitment efforts (NDCHS Queens)



Dr. Sara Asmussen reported to the board that the Queens school has over 130 students enrolled. There is also a recruiting event scheduled in December 2019 and the DOE's D79 is assisting with that event.

C. Transfer School Automatic Appeals Process

Dr. Asmussen reported data pertaining to the appeals process. Dr. Asmussen further reported that the appeal is now submitted through the city of New York. Dr. Asmussen reported that NDCHS does not meet the 67% graduation target rate, but if rated appropriately, it will meet and exceed that requirement.

V. New Business

Dr. Asmussen informed the board that the Queens school staff would like counseling. Mr. Ron Tabano asked that we hold off on this until further notice.

VII. Adjournment.

The Board meeting was adjourned at 4:30 P.M.

Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216 **Zoom Meeting (School Closed)**

Date: Tuesday, April 28, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer, Mr. Jonathon Carrington, Board Member

Board Members Absent: All present

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Dr. Lisa DiGaudio, Principal NDCHS II, Ms. Amanda Morton, Principal, NDCHS, Mr. Jose Obregon, Director of Operations, NDCS, Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS

Mr. Tabano called the meeting to order at 3:00 P.M.

I. Resolution: Minutes from March 24, 2020 board meeting

Motion: Ms. Katharine Urbati motioned to approve the March 24, 2020 Board of Trustees minutes.

Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve the March 24, 2020 Board of Trustees minutes.

II. Resolution: Minutes from April 14, 2020 board meeting.

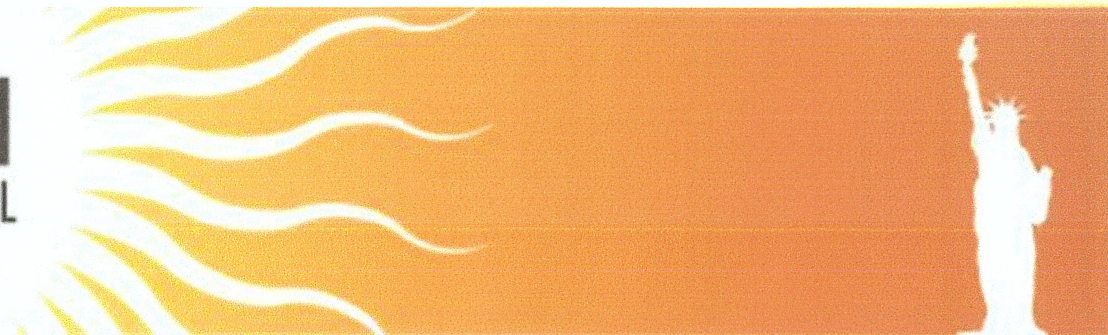
Motion: Ms. Katharine Urbati motioned to approve the April 14, 2020 Board of Trustees minutes.

Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve the April 14, 2020 Board of Trustees minutes.

III. Financials – Mr. Steve Ramkissoon, Director of H.R. and Finance

Mr. Steve Ramkissoon reported to the board that NDCHS added \$1.8M in assets. Additionally, to date, all payments are current to Benchmark. Mr. Steve Ramkissoon also added that he will come up with a schedule to determine cash flow for next year's budget. He also reported that there was a Profit and Loss reconciliation which determined \$715K in revenue for the Brooklyn school. Mr. Ramkissoon said that he will forecast the P&L for the next two months. Mr. Tabano asked if construction overruns would impact the



school's cash flow and what is the expectation. Mr. Steve Ramkissoon replied that he will get back to the board with an answer. Mr. Tabano asked, when can the board expect that answer. Mr. Steve Ramkissoon replied that he will have that answer in two (2) weeks. Ms. Urbati requested that Mr. Steve Ramkissoon provide the board with a breakdown of all unforeseen and un-projected expenses.

Mr. Steve Ramkissoon reported to the board, that as of this board meeting, the school has a profit margin of about \$268K. Fortunately, Mr. Steve Ramkissoon stated, the rent at the Queens school will be based on per pupil revenue. Ms. Katharine Urbati requested that Mr. Steve Ramkissoon provide the board with a breakdown of all expenses at the Queens School.

A. Resolution: Board Financials

Motion: Ms. Katherine Urbati motioned to approve the April 2020 financials.

Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve April 2020 financials.

B. Benefit Discussion for Next School Year

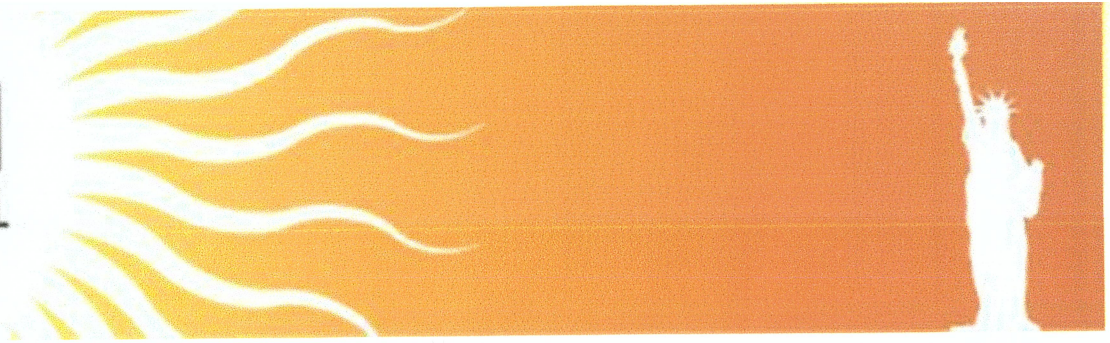
Mr. Steve Ramkissoon talked about the benefit packet for next year including Health insurance benefits, Flexible Spending Accounts, and 403B benefits. He indicated that more information will be made available to NDCHS employees over the course of the next few weeks. He also informed the board that the school's PPP application did not get processed this first attempt. Mr. Ramkissoon informed the board that he will be pushing to get it approved this second round of submissions.

C. HR Committee Update

Mr. Ramkissoon gave board members a recap of the number of employees at both schools. Mr. Ramkissoon asked the board if he should pursue getting the school quotes from different insurance companies for the new school year. Mr. Tabano recommended that the schools stay with the company that it has now and knows. Ms. Urbati agreed and stated a pandemic is not a good time to switch insurance companies.

D. Bond Presentation

Mr. Ramkissoon reported that Q1 financial reporting is complete and it shows a project fund balance. At the end of the project, the school will be able to submit all paid invoices to the bond and be reimbursed for any costs we paid directly. As far as the construction budget summary, Mr. Steve Ramkissoon informed the board that the school still needs to pay approximately \$3M to Benchmark before completion of the project. Mr. Ramkissoon reported to the board that he believes the school will be within the projected budget by



the end of the project. Mr. Tabano asked Dr. Asmussen if the school found out the details concerning furniture. Dr. Asmussen replied that furniture costs are included in the construction budget. Ms. Urbati asked, how are non-budgeted items listed. Mr. Steve Ramkissoon replied that they are listed as un-funded items in the construction cost detail report.

IV. Time Issues for Staff—Dr. Sara Asmussen, Executive Director

Dr. Asmussen reminded the board that due to the COVID-19 crisis, staff lost vacation time including the Spring break. Therefore, she recommends that we seek remedies. She requested that the Board think about way in which to handle this issue, Mr. Tabano suggested that if there is a summer school session, that might be a way to compensate staff. Mr. Urbati asked if PPP can be used as a form of relief. Mr. Ramkissoon replied that possibly yes, but those funds would still be a loan.

V. Facilities and Construction Update – Mr. Jose Obregon, Director of Operations/Dr. Sara Asmussen, Executive Director

Mr. Jose Obregon reported to the board that construction operations at 242 Hoyt Street have completely resumed and that there is no shortage of workers at the construction site. Additionally, Mr. Obregon reported that there is still a security guard presence at both locations and cleaning crews are coming in twice a week to sanitize both schools.

Dr. Asmussen also reported that she is close to finishing lease negotiations with Growing Up Green (GUG) School. There will be an amendment to the lease and that includes the lease of the 3rd floor to GUG school. Dr. Asmussen reminded the board that NDCHS II will have to request co-location with a DOE school and be denied in order to get facility funding. After the rejection NDCHS II will be required to appeal in thirty (30) days.

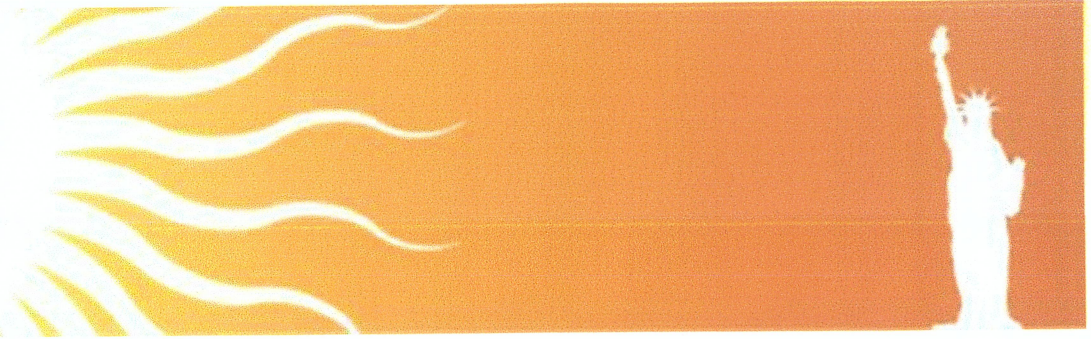
VI. School Reports

A. Queens—Dr. Lisa DiGaudio, Principal, NDCHS II

1. Instructional Committee Update: Both Schools

Dr. DiGaudio informed the board that she is reviewing the Danielson rubric using the State audit sheets which will be used by the NYSED during our online desk audit for our 3rd year visit. Further, she is looking to determine if any adjustments need to be made. Dr. DiGaudio is also looking at data trends and evaluating school wide performance.

2. Queens Instruction Update



Dr. DiGaudio reported to the board that Zoom lessons are in full swing. PD is happening with the staff and is focusing on forums and discussion boards. Ms. Emily Predmore, teacher at NDCHS II, is taking on the tech advisor role for NDCS and working at both schools now. Looking ahead, Dr. DiGaudio believes that all schools will remain closed for the rest of the year. Dr. DiGaudio informed the board that the school has identified at least fifty-five (55) students who need to borrow a Chrome Book to do online work. Ms. Urbati asked if students are not using Chromebooks properly can the school shut them down. Mr. Obregon replied that they can be shut down remotely. Ms. Jane Sun asked if the DOE was still letting students borrow computers. Dr. Asmussen replied yes, but only to students with IEPs. Finally, Dr. DiGaudio informed the board that she already has five (5) applicants for the next school year. The school is also posting the school application online using Google.

3. Resolution: Queens Computer Loan Program

Motion: Ms. Jane Sun motioned to approve the lending of Chromebooks to students at NDCHS II.

Motion Seconded: Ms. Katharine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve the lending of Chromebooks to students at NDCHS II.

B. Brooklyn—Ms. Amanda Morton, Principal

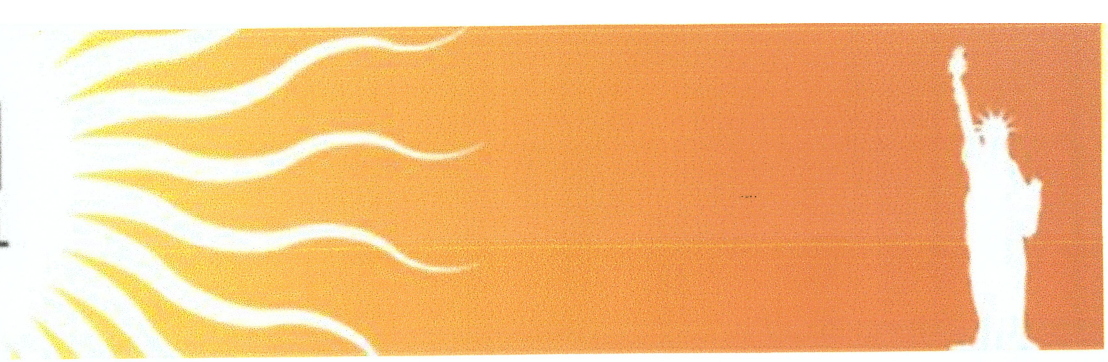
1. Brooklyn Instruction Update

Ms. Morton reported to the board that instruction is continuing to take place online and packets are still being distributed at the school to students who have trouble with online lessons. Teachers are recording live Zoom lessons and placing them in folders on Jupiter. Ms. Morton reported that she is checking that lesson plans are being updated regularly and placed in online folders by the teachers. Ms. Morton is also checking for updates and completion at the end of each instructional period. Monday through Thursday Zoom lessons are being conducted. Teachers and mentors are told to reach out to students to make sure they can log in to classes. Ms. Morton is also conducting observations during Zoom classes using both Danielson and the State Rubric that is being used for the third year visit. Content Department meetings are being held every Friday to check instruction. Finally, Ms. Morton informed the board that a survey is being conducted to determine which students need to borrow a Chromebook to participate in online instruction.

2. Resolution: Brooklyn Computer Loan Program

Motion: Ms. Katherine Urbati motioned to approve the lending of Chromebooks to students at NDCHS.

Motion Seconded: Mr. Amit Bahl seconded the motion.



Vote: The board unanimously voted to accept and approve the lending of Chromebooks to students at NDCHS.

VII. Potential Funding—Dr. Sara Asmussen, Executive Director

A. Center Funding for Computers

Dr. Asmussen informed the board the school applied for the grant but did not get approved.

B. Teacher & School Leader (TSL)

Dr. Asmussen informed the Board that we are going to apply to this since New Dawn's entire HR model is based on PICCS which was a TSL grant. We need to decide which of two companies to go with moving forward.

C. Stimulus Grant through SUNY

Dr. Asmussen informed the board that NDCS will apply for this grant after discussing our eligibility with John Flack from SUNY. We did not think we were eligible due to our CSI status but he assured us we were.

C. Walton Funding

Dr. Asmussen informed the board that NDCS was awarded the grant and that \$20K will go to Queens.

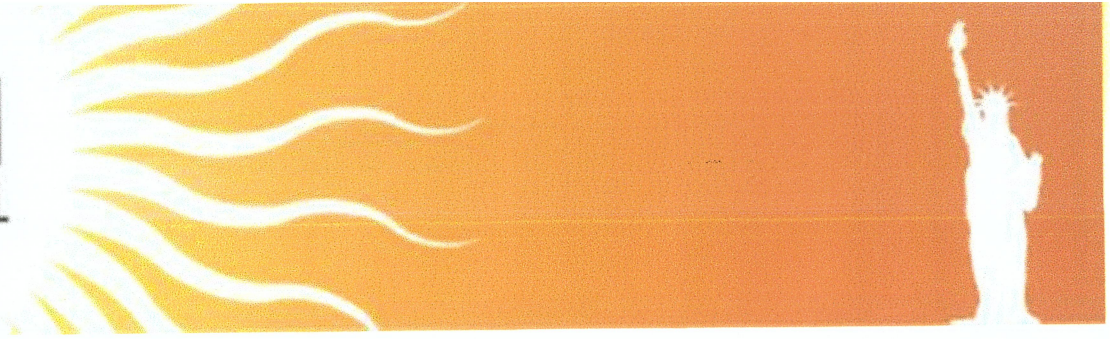
VIII. Compliance Reports Due to NYSED & NCY DOE

A. Invoicing

Dr. Asmussen reported that Invoices went through. However, she cautioned the board that reconciliation might be more difficult this year. She and Ms. Lobato were told by the NYC DOE that they both needed to be available over the summer to be able to complete reconciliation. Since New Dawn is in session during the summer and the auditors are always in the building in August, this is not a problem. Both will be here.

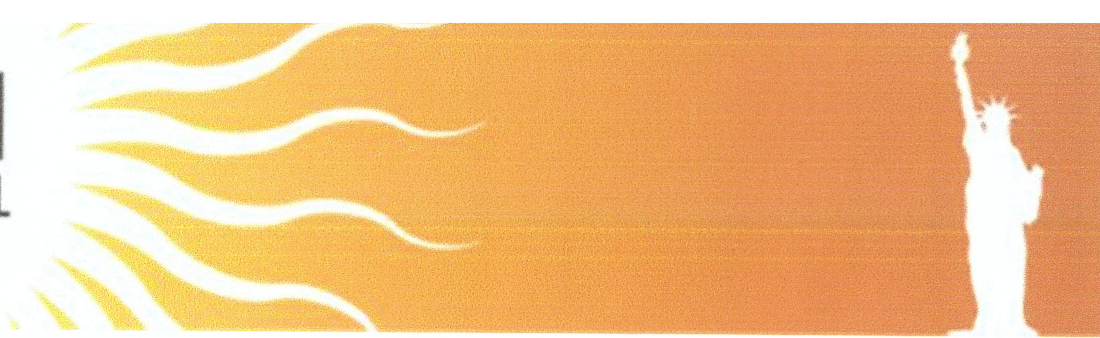
B. Update of Year 3 Renewal Documents

Dr. Asmussen reported to the board that there are no changes or updates in this area. Further, Dr. Asmussen confirmed that all information required by the State was submitted.



IX. Adjournment

The Board of Directors meeting adjourned and 4:00 P.M. Next meeting will be May 12, 2020 at 3:00 PM.



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, March 24, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer, Mr. Jonathon Carrington, Board Member

Board Members Absent: All present

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Dr. Lisa DiGaudio, Principal NDCHS II, Ms. Amanda Morton, Principal, NDCHS, Mr. Jose Obregon, Director of Operations, NDCS, Mr. Steve Ramkissoon, Director of Finance, NDCS

Mr. Tabano called the meeting to order at 3:00 P.M.

I. Resolution: Minutes from February 26, 2020 Board of Trustee Meeting.

Motion: Ms. Katharine Urbati motioned to approve the February 26, 2020 Board of Trustees Minutes.

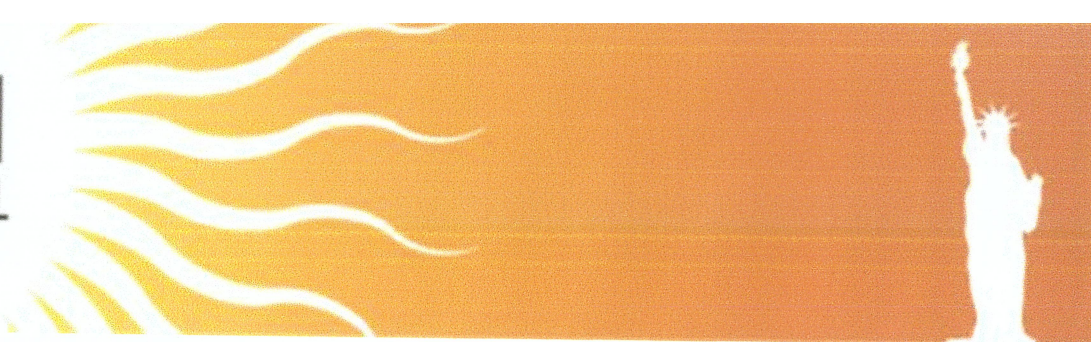
Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve the February 26, 2020 Board of Trustees minutes.

II. Financials – Steve Ramkissoon, Director of Finance, NDCHS.

Brooklyn School. Mr. Ramkissoon reported to the board that the Queens school has paid the Brooklyn school for professional support services rendered. Additionally, Mr. Ramkissoon reported that this month, the Brooklyn school under-forecasted some expenses such as gas/light expenses at the 242 Hoyt Street work site and security costs which totalled approximately 13K. At the 760 Dekalb location, the landlord was supplementing fire guard costs. So far, 18K was received from the landlord up to the month of February 2020 when fire guard services were no longer required. Mr. Ramkissoon also reported that facility and operations expenditures were on track.

Queens School. Mr. Ramkissoon reported that the school is paying 54K per month in rent. However, the school may owe the landlord some money at the end of the year. Mr.



Ramkissoon also reported that facility and operational costs are on track and that the school's net income is good.

Ms Katarine Urbati asked if we are still on track for hiring admin staff at the Queens school. Mr. Ramkissoon replied, yes, and that the school has the savings for it.

242 Hoyt Street location. Mr. Ramkissoon reported that two (2) payments have been issued to Benchmark and that there will be some extra funds remaining.

A. Resolution: Board Financials.

Motion: Ms. Katherine Urbati motioned to approve the March 2020 financials.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to accept and approve March 2020 financials.

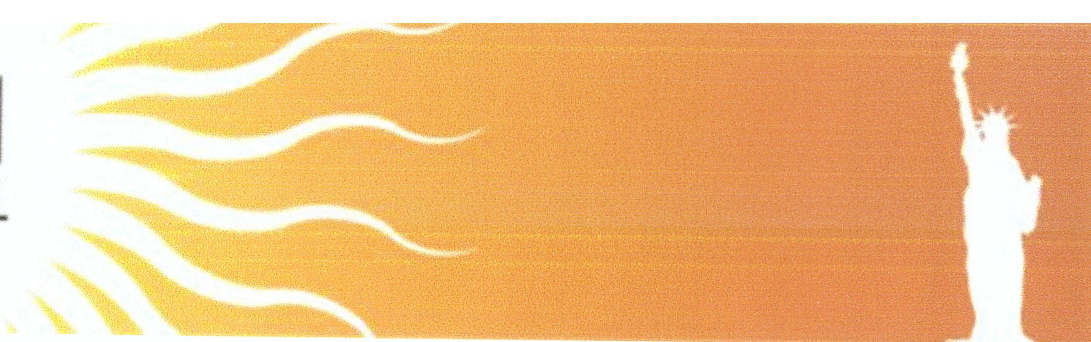
B. 990-T for Pre-Tax Transit Benefits

Mr. Steve Ramkissoon informed the board that the school should be getting a small refund. Finally, Mr. Ramkissoon informed the board that all expenses accounts are current.

III. School Closure Updates

A. Queens. Dr. DiGaudio reported to the board that she is working on an online teaching model similar to online college courses. The content will be made available to students in a forum in Jupiter. Teachers will be inputting resources such as videos and other learning materials. Students will be required to respond to content then move on to get an exit ticket. There will be an exam at the end of the week. Teachers will also look at discussion boards and will provide assessments accordingly. Staff will be required to log on several times daily including the mentoring staff. Packets will be available at the Queens school for those students who cannot access internet services at home. The staff will be required to do weekly or bi-weekly interface with students on ZOOM to keep students on track. Finally, Dr. DiGaudio stated that she will have weekly coordination meetings with the staff to make sure the program stays on track. The emphasis will be on engagement and participation.

B. Brooklyn. Ms. Amanada Morton reported to the board that the Brooklyn school will follow the same online learning protocols as the Queens school. Additionally, teachers will be using JUNO Pods and students will be required to have more consistency logging in. Teachers will also be using ZOOM. There will be Do Now assignments, participatory discussions, exit tickets, and an exam at the end of the week. Ms. Morton also added that



thirty-eight (38) students showed up to pick up take home packaets a the Brooklyn school. Many students do no feel comfortable logging in and have opted to do paper assignments. Ms. Morton also informed the board that she will have weekly department meetings to make sure that things continue to run well.

Ms. Jane Sun asked how will schools take attendance. Dr. Asmussen replied that Jupiter takes attendance automatically and teachers as well as mentors will have to track attendance as well. Dr. Asmussen also stated that all mentees will have to be called and especially those who are not participating.

Ms. Urbati complimented the staff for the time and effort in putting the online learning program together in such a short time. Dr. Asmussen stated that the students seem to want to participate.

IV. Compliance Reports Due to NYSED & NCY DOE

A. Invoicing.

Dr. Asmussen reported to the board that invoicing is complete.

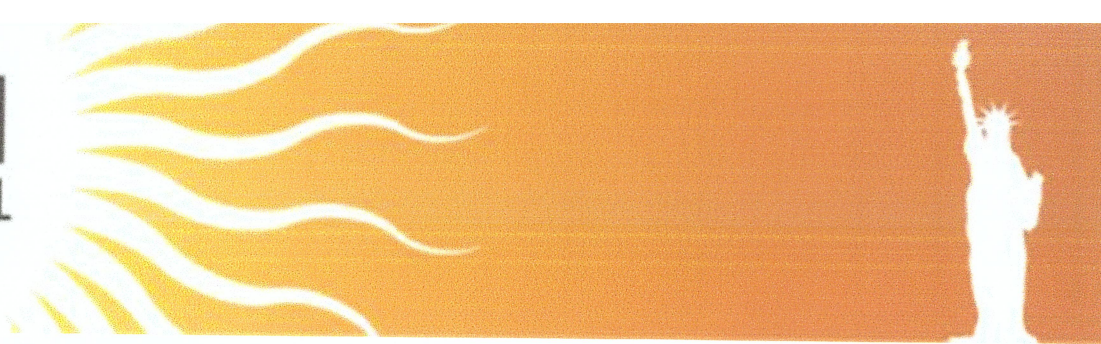
B. School Closure and Continuation of Educational Plan.

Dr. Asmussen informed the board that Governor Cuomo signed a waiver of the 180 day school year requirement. She also mentioned that the State has threatened not to pay charter schools. The online remote learning plan is due to the State by this Friday. Dr. DiGaudio is submitting for Queens and Dr. Asmussen will be submitting for Queens.

C. Year 3 Renewal Documents.

Dr. Asmussen reported that SED will be able to evaluate online instruction and classes. Hopefully, school will re-open by May 2020. Supporting documentation is due to SED by April 1, 2020. SED will decide who they will visit. Dr. Asmussen reported that NDCHS is in the "green". If SED decides to visit, Dr. Asmussen indicated that it will be done via ZOOM classroom.

Ms. Katharine Urbati asked if the board will meet with SED. Dr. Asmussen confirmed yes and that it will be conducted via ZOOM. Ms. Urbati suggested that there be a trial run to prepare possible responses to SED questions. Dr. Asmussen also mentioned that teacher surveys were all complete and about 45% of the parent surveys were done.



Mr. Tabano asked Mr. Jose Obregon if there are any show stoppers at the Hoyt work site and Mr. Obregon responded that there were none at this time.

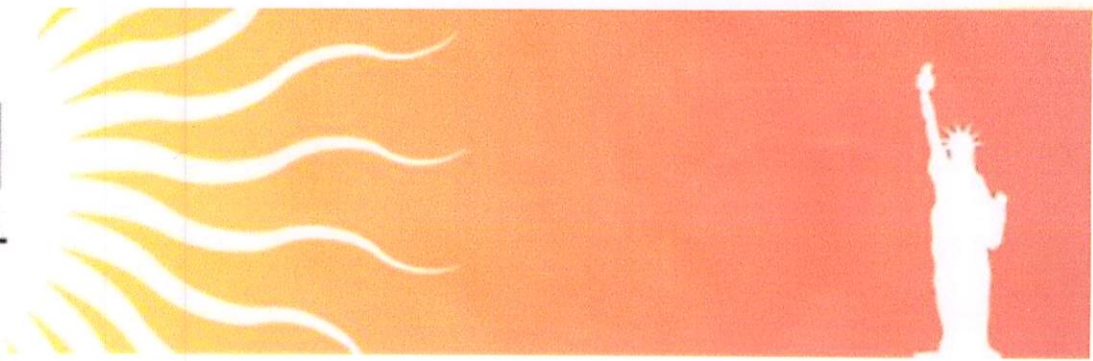
Ms. Urbati asked if there are any financial ramifications at this time and Mr. Steve Ramkissoon answered that there were not.

Ms. Jane Sun asked if there is a requirement for students to come in to the school and Dr. Asmussen replied that there was not.

V. Adjournment.

The Board meeting was adjourned at 3:45 P.M.

VI. Executive Session



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, NY 11216

Date: Tuesday, July 30, 2019

Time: 2:30 pm.

Board Members Present: Mr. Ronald Tabano, Chairperson, Ms. Jane Sun, Board Member, Mr. Amit Bahl, Secretary, Ms. Katharine Urbati, Treasurer

Board Members Absent: None

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Dr. Lisa DiGaudio, Principal, NDCHS II, Ms. Amanda Morton, Principal NDCHS, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Digant Bahl, Accounting Solutions, Mr. Jose Obregon, Director of Operations, NDCS

Mr. Tabano called the meeting to order at 2:30 P.M.

I. Resolution: Minutes from June 18, 2019 Board Meeting.

Motion: Ms. Katherine Urbati motioned to approve the June 18, 2019 board minutes.

Motion Seconded: Ms. Jane Sun

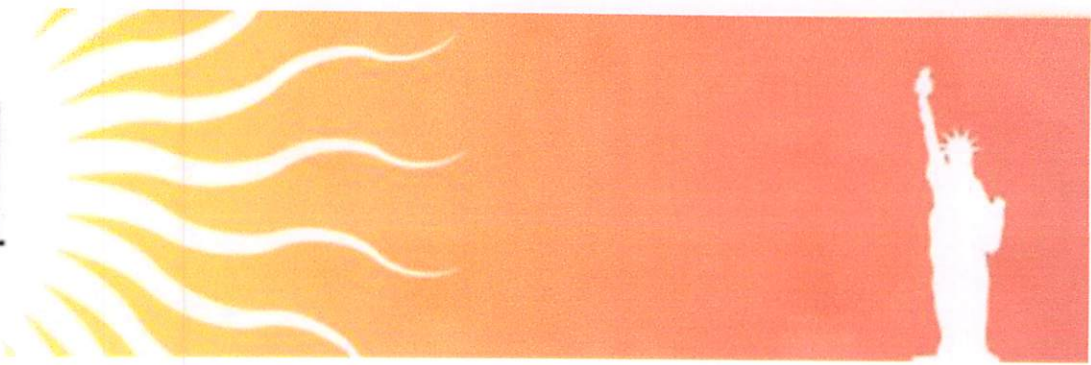
Vote: The board unanimously voted to accept the June 18, 2019 board minutes.

II. Financials

A. Discussion of Board Expectations – Ms. Katharine Urbati

Mr. Digant Bahl informed the board that the school will be transitioning over to the Quick Books accounting program, that he is in the process of closing the books for NDCHS Brooklyn for the end of the fiscal year, and that he has created cost centers in Peach Tree, the current accounting program. Mr. Bahl also informed the board that the goal is to create separate data bases in Peach Tree and to move those over to Quick Books. He also added that there will be an increase in cost to switch over to QBs. However, Mr. Bahl reported that the QBs accounting system will be able to track Queens and Brooklyn's finances separately.

Mr. Digant Bahl also informed the board that during the 2nd and 3rd week of August 2019, the auditors will come physically to the school to complete the audit. Mr.



Digant Bahl further stated that, going forward, vendors will be issuing separate invoices to separate expenses for both schools. He also stated that reconciliations will be done on a monthly basis. Mr. Digant Bahl further informed the board that currently financials are consolidated for both schools in Peach Tree. This needs to be rectified by the end of the year.

Ms. Katharine Urbati questioned Mr. Bahl why the board did not get a detailed financial report for review, as is expected and customary every month instead of the collapsed reporting which was received. Mr. Digant Bahl indicated that since Accounting Solutions was still in the process of closing the books for the fiscal year, a detailed report was not possible but that it will be made available to the board by the end of next month, August 2019.

Ms. Katharine Urbati stated that she would like to see a “inter-school transaction report” on a monthly basis as well. Mr. Digant Bahl replied that such a report will be made available to the board for review. Mr. Bahl also indicated that at the end of every month, there will also be a cash transaction report between the schools. Mr. Ron Tabano indicated that whatever reporting method is used to track inter-school transactions, it must be very clear and concise. Mr. Steve Ramkissoon stated that payroll is still the biggest transaction between the schools thus far. Ms. Urbati stated that next month the board must be informed of any outstanding balances between the two schools. Ms. Urbati also stated that a pre-audit conference call must be set up to discuss any issues that may arise during the audit.

B. Resolution: Board Financials (NDCHS)

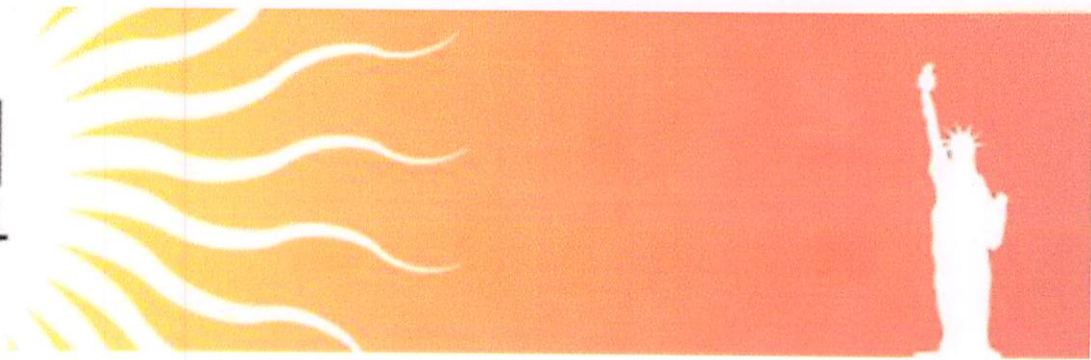
Motion: Ms. Katherine Urbati motioned to accept and approve the NDCHS, NDCHS II collapsed Financials.

Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to accept and approve the Financials.

C. Update on CSP Audit – Mr. Ramkissoon

Dr. Asmussen informed the board that the CSP budget needs to be re-done since the Federal sponsor denied SED’s request to extend the first year’s expenditures. Aside from this adjustment, there was nothing other significant to report. The CSP audit has yet to take place even though there is a signed commitment letter with the auditors.



III. Facilities -Mr. Jose Obregon.

Mr. Jose Obregon, Director of Operations, NDCS, reported that the move from Hoyt Street to Dekalb Avenue was complete and successful despite what he thought was the moving company's slower than anticipated moving performance. Mr. Obregon also reported that the Jamaica school location is continuing to be prepped in anticipation of the new school year. Mr. Obregon then proceeded to present the board with contract proposals for custodial/cleaning services for both schools, copy machine proposals for Queens, a security alarm proposal for Brooklyn, and a proposal for the early termination of the Spectrum/Stratus contract for NDCHS which will impose an early termination fee but will translate into significant savings over the next few months. Additionally, Dr. Asmussen sought a re-affirmation of approval for the Dekalb Avenue Lease.

Resolutions:

Motion: Ms. Jane Sun motioned to accept the Brio Clean custodial/cleaning contract for the Queens school.

Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to accept the Brio Clean custodial/cleaning contract for the Queens school.

Motion: Ms. Katharine Urbati motioned to accept the Executive Cleaning Services custodial/cleaning contract for the Brooklyn school.

Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to accept the Executive Cleaning Services custodial/cleaning contract for the Brooklyn school.

Motion: Ms. Jane Sun motioned to accept the Mutual Security contract for the Brooklyn school.

Motion Seconded: Ms. Katharine Urbati

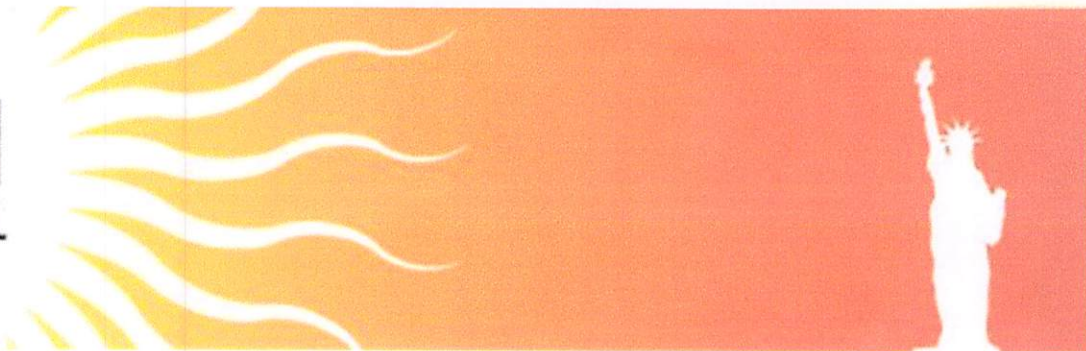
Vote: The board unanimously voted to accept the Mutual Security contract for the Brooklyn school.

Motion: Mr. Amit Bahl motioned to terminate the Spectrum/Stratus contract for the Brooklyn school.

Motion Seconded: Ms. Katharine Urbati

Vote: The board unanimously voted to terminate the Spectrum/Stratus contract for the Brooklyn school.

Dr. Sara Asmussen asked the board to re-affirm the decision of accepting and approving the Dekalb Avenue lease with an official vote. The board moved as follows:



Motion: Ms. Katharine Urbati to accept and accept and approve the Dekalb Avenue lease.

Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to accept and approve the Dekalb Avenue lease.

Finally, Mr. Ron Tabano directed Mr. Jose Obregon to go back to NYBS and have them re-submit a copy machine proposal for the Queens school. Mr. Tabano further asked the board to postpone a vote on the copy machine contract proposal until next month. The board agreed to postpone vote on a copy machine contract proposal for Queens until the August 2019 board meeting.

IV Staff Development – Dr. Lisa DiGaudio

Dr. DiGaudio asked the board to review and approve several proposals that included the purchase of instructional supplies and staff development contract proposals. The board moved as follows:

Resolutions:

Motion: Ms. Jane Sun motioned to accept and approve the NTN contract with addendum.

Motion Seconded: Ms. Katharine Urbati

Vote: The board unanimously voted to accept and approve the NTN Contract with addendum.

Motion: Ms. Jane Sun motioned to accept and approve the Houghton Mifflin Harcourt (HMH) proposal.

Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to accept and approve Houghton Mifflin Harcourt (HMH) proposal.

Motion: Ms. Jane Sun motioned to accept and approve the Voyager Sorpris Learning proposal.

Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to accept and approve the Voyager Sorpris Learning proposal.

Motion: Ms. Jane Sun motioned to accept and approve the Pearson student Materials proposal.



Motion Seconded: Ms. Katharine Urbati

Vote: The board unanimously voted to accept and approve Pearson student Materials proposal.

Motion: Ms. Jane Sun motioned to accept and approve the Academic Innovations student materials proposal.

Motion Seconded: Ms. Katharine Urbati

Vote: The board unanimously voted to accept and approve the Academic Innovations student materials proposal.

Motion: Ms. Jane Sun motioned to accept and approve the PCG Group proposal w/amendment.

Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to accept and approve PCG Group proposal w/amendment.

V. Programmatic Updates

A. Regents Scores Update (NDCHS Brooklyn) – Ms. Amanda Morton, Principal

Ms. Morton informed the board that Regents scores need to improve. She further explained to the board that better tracking of student progress and the setting of student academic goals needs to a teacher responsibility and priority. Further, Ms. Morton informed the board that these will be strategies that will be implemented and closely monitored this coming school year.

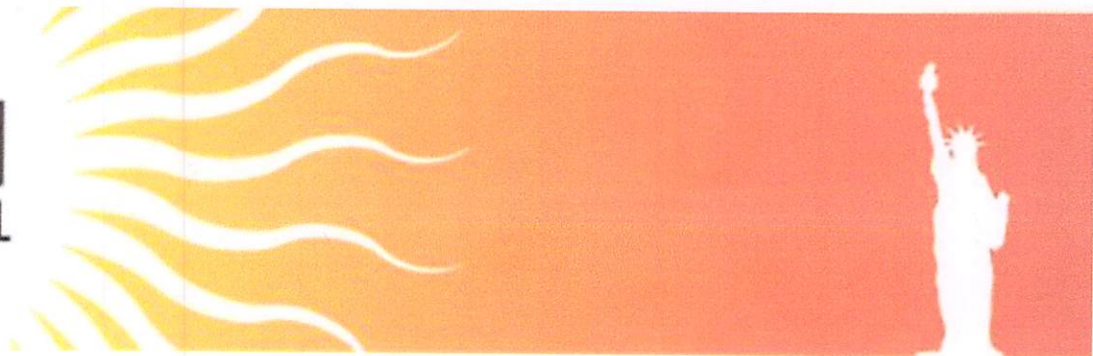
B. Recruitment Efforts (NDCHS Brooklyn) – Ms. Amanda Morton, Principal

Ms. Morton informed the board that reach out to other schools is continuing and that the school continues to recruit as planned.

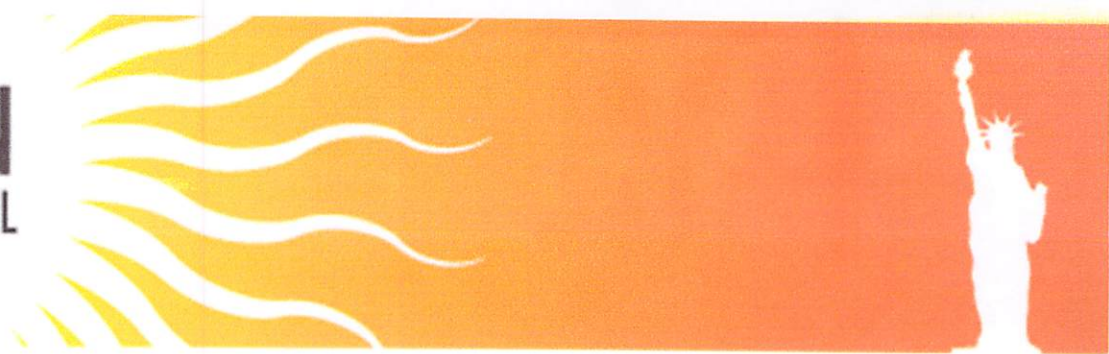
C. Recruitment Efforts (NDCHS Queens) – Ms. Lisa DiGaudio, Principal

Ms. DiGaudio informed the board that recruiting efforts for Queens continue to be on track and that the school has scheduled open house events for parents during the 3rd and fourth week of August 2019 in the Queens school.

VI. Adjournment. The board meeting was adjourned at 3:40 P.M.



VII. Executive Session. The Board voted to increase all salaries, with the exception of those on probation and those who have worked less than a school year, by 2%. Increases based on HEDI scores will be awarded during October.



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, October 29, 2019

Time: 3:30 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Ms. Katharine Urbati, Treasurer, and Mr. Amit Bahl, Board Member, Mr. Jonathon Carrington, Board Member

Board Members Absent: Ms. Jane Sun, Board Member

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Ms. Amanda Morton, Principal NDCHS, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Jose Obregon, Director of Operations, NDCS,

Mr. Tabano called the meeting to order at 3:30 P.M.

I. Resolution: Minutes from September 2019 Board Meeting.

Motion: Ms. Katharine Urbati motioned to approve the September 2019 board minutes.

Motion Seconded: Mr. Jonathon Carrington

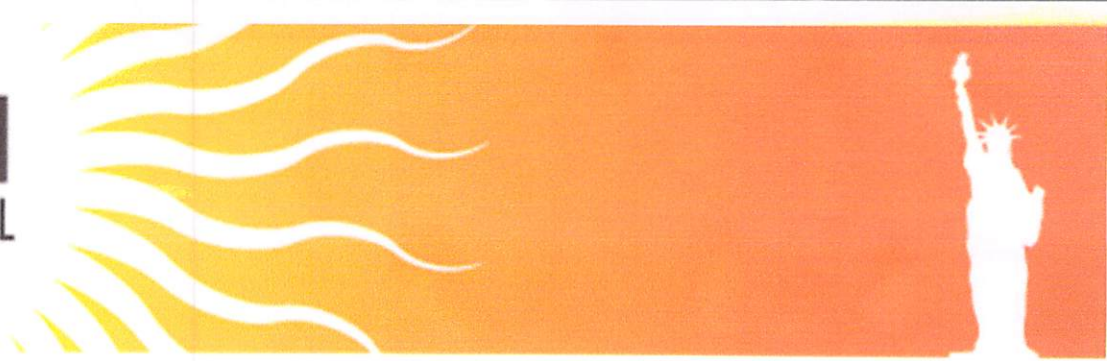
Vote: The board unanimously voted to accept the September 2019 board minutes.

II. Financials

Mr. Ron Tabano informed the board that according to the audit committee meeting, NDCHS Brooklyn has a clean audit with no findings and that NDCHS Brooklyn's financial position remains strong. Mr. Tabano also stated that Dr. Asmussen and Mr. Steve Ramkissoon are doing a good job and should be commended. Mr. Digant Bahl, representing Accounting Solutions, after reviewing the audit results recommended that both schools continue to be diligent tracking monies so they can remain in good financial standing. Ms. Katharine Urbati, Treasurer, also echoed the same observations and she also stated that both schools are doing well considering all the changes that have taken place in the last few months.

A. Resolution Board Financials.

Ms. Katharine Urbati remarked that the Brooklyn school has significantly higher fringe benefits costs compared to the Queens school. Mr. Steve Ramkissoon pointed out that the



Brooklyn school has a bigger staff with forty-nine (49) staff members on payroll and many are taking benefits. Additionally, Mr. Steve Ramkissoon stated that the Queens staff will not be able to take benefits until October 1, 2019. Ms. Katharine Urbati asked Mr. Steve Ramkissoon if the schools were going over-budget in any area. Mr. Steve Ramkissoon answered that neither school was exceeding its budgetary allowances and he did not foresee that happening in the future either. Mr. Tabano asked Mr. Steve Ramkissoon if he was comfortable with the financial cross overs between schools. Mr. Steve Ramkissoon answered that he was comfortable and that he is tracking cross expenditures closely. Mr. Tabano asked Dr. Asmussen if there was anything surprising news concerning 242 Hoyt Street. Dr. Asmussen indicated that there were some costs that are rising above the projected construction budget and that she would keep him and the board informed if costs rose significantly above projections.

Motion: Ms. Katharine Urbati motioned to approve the September 2019 financial report.

Motion Seconded: Mr. Jonathon Carrington

Vote: The board unanimously voted to accept and approve the September 2019 financial report.

B. Resolution Audit.

Motion: Ms. Katharine Urbati motioned to approve and accept the audit report for NDCHS (Brooklyn).

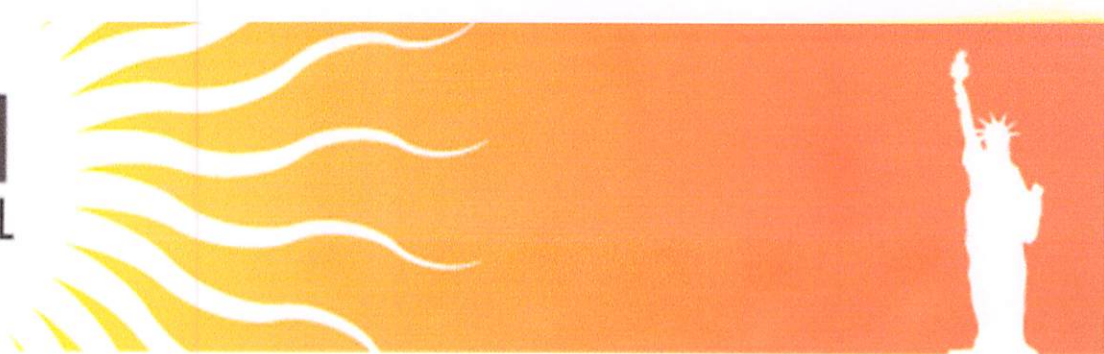
Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to approve and accept the audit report for NDCHS (Brooklyn).

III. Facilities

A. Update on Queens Lease. Dr. Asmussen reported to the board that there were no significant shortcomings or issues regarding the Queens lease. Dr. Asmussen stated that Barrone management will deduct a portion of the cleaning contract expenses that NDCHS II pays as per the lease agreement.

B. Updates on the Right of Access for 242 Hoyt Street. Dr. Asmussen reported to the board that building construction is currently on hold pending building permits that need to be granted by NYC for construction to proceed. Dr. Asmussen informed the board that although not likely, this may pose a problem for investors. If building permits cannot be obtained by mid-November, then the school may need to have an investor's meeting. Mr. Tabano indicated that there must be a no later than date to obtain the outstanding permits. Dr. Asmussen also informed the board that there does exist an



access issue. Specifically, one adjacent property owner wants two thousand dollars a month for access to the property. Dr. Asmussen also stated that Mr. Brian Baer, the owner's representative, agrees that work should be done as quickly as possible to shorten the time that will require access to adjacent properties. Dr. Asmussen also reported that the other adjacent building owner has not responded to calls regarding access. Additionally, Dr. Asmussen informed the board that there is a deck on the adjacent property, where the owner has not responded, that overlaps onto school property. Mr. Tabano stated that we should have Mr. Brian Baer inform the owner of the deck that the school will remove the portion of the deck that is on school property. Mr. Jonathon Carrington asked if the contractor was going to take down the deck. Mr. Tabano answered no. Mr. Tabano also mentioned that there is a tree that needs to be cut down, coming from the property next to the school, that is overlapping onto school property. Mr. Tabano asked that Mr. Jose Obregon contact the school exterminator, who also does tree cutting, to ascertain whether he can cut the tree.

IV. Staff Development

- A. Staff Vacancies in Queens.** Currently, the Queens school has no vacancies
- B. Staff Vacancies in Brooklyn.** The Science Teacher position is still vacant. Interviews are still in progress.

V. Programmatic Updates

A. Recruitment efforts (NDCHS Brooklyn)

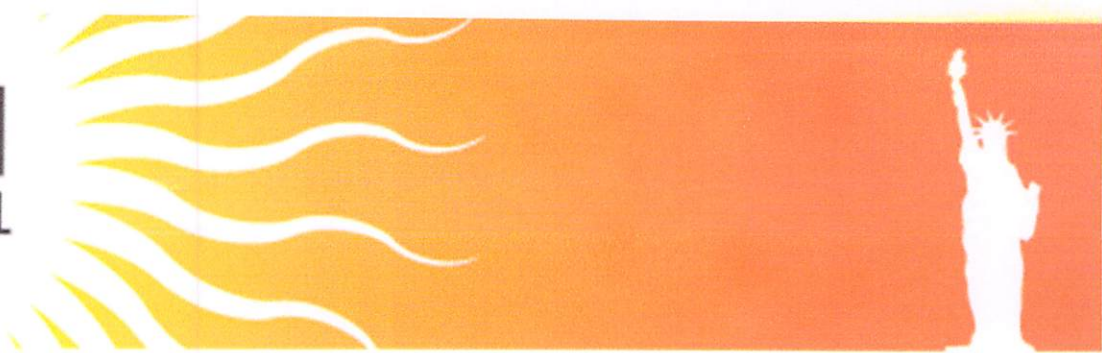
Ms. Amanda Morton reported that student enrollment is continuing to increase at NDCHS Brooklyn. The school is approaching 300 students enrolled even after some students did not transition from the Hoyt Street location to the Dekalb Avenue location. Mr. Ron Tabano indicated that the school should document home visits meticulously.

B. Recruitment efforts (NDCHS Queens)

Dr. Sara Asmussen reported to the board that the Queens school continues to fall short of the target enrollment goal. Currently, the school has 112 students enrolled. The target enrollment number is 150 students.

C. Annual Report (NDCHS Brooklyn)

Dr. Asmussen reported to the board that the NDCHS Brooklyn has met all its goals on the annual report. To continue to improve instruction, Ms. Amanda Morton, Principal of



NDCHS Brooklyn reported that she will revisit Regents results, especially in test areas where students struggle the most: multiple choice, short answer questions, and essay writing. Additionally, the school will begin to use the NYS Regents rubrics for assignments. This will include all assignments and not just Regents essays. Ms. Morton said that she will also share the Regents rubric with advisory teachers. Ms. Morton also indicated that each class will create an item skills analysis for each class. Every class will be treated as an ELA Class. Word walls will be up in every classroom. Ms. Morton also stated that all teachers have the January Regents Exams dates posted in their rooms. Also, the Math teachers have the days mapped out by skill/topic. Ms. Morton also stated that there will be minimal instruction down time. Monthly folders will be reviewed every week. Ms. Morton also stated that teachers will be conducting whole-class lessons where the teachers pick a time for her to come in and see a lesson from start to finish.

D. Resolution: Material Change to Brooklyn Charter

Dr. Asmussen proposed moving Ms. Rivka Miller to a Directorship position in charge of marketing and advocacy. Dr. Asmussen further stated that these changes must be submitted by November 15, 2019.

Motion: Mr. Amit Bahl motioned to approve and accept the material change to the Brooklyn Charter.

Motion Seconded: Ms. Katharine Urbati

Vote: The board unanimously voted to approve and accept the material change to the Brooklyn Charter.

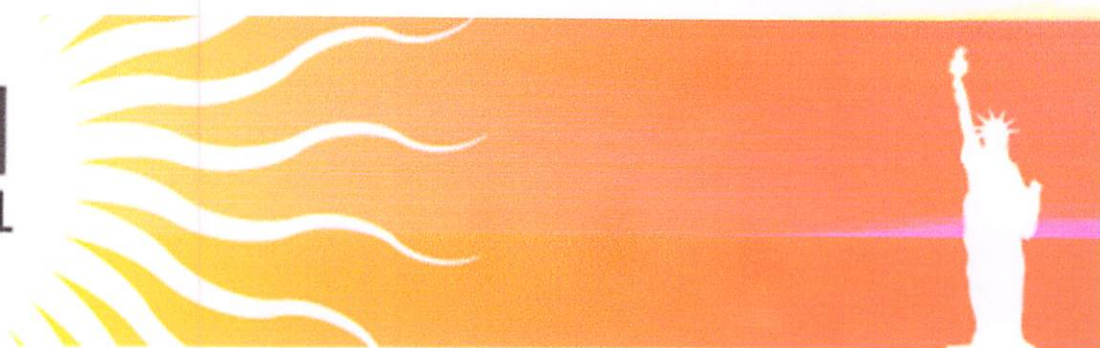
Mr. Tabano reminded the board that Dr. Asmussen's evaluation still needs to be completed. Additionally, Mr. Tabano stated that during the 2nd term, the board should visit classrooms more frequently. Mr. Jonathon Carrington indicated that this initiative will encourage teachers and make board members more visible.

VI. New Business

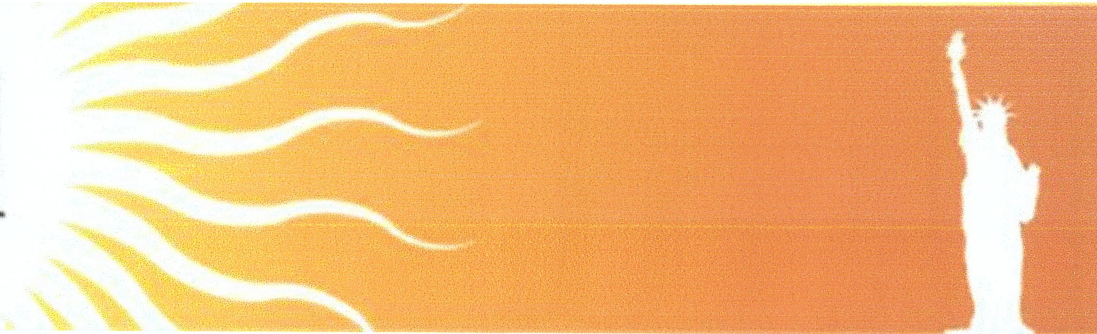
Dr. Asmussen informed the board that one of the aspiring teachers that was hired last year, Ms. Lori Aideyan, asked to teach four (4) content areas this year without prep periods. This demonstrates her high level of motivation to seek and accept responsibility.

Dr. Asmussen recommended to the board that an overnight guard be hired to guard the construction site at 242 Hoyt Street to prevent pilfering of construction materials.

VII. Adjournment.



The Board meeting was adjourned at 4:20 P.M.



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216 **Zoom Meeting (School Closed)**

Date: Tuesday, May 12, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Mr. Amit Bahl, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer,

Board Members Absent: Mr. Jonathon Carrington, Board Member

Staff Members/ Visitors Present: Ms. Susan Megna, SED, State of New York; Mr. Paolo Giovine, SED, State of New York; Dr. Sara Asmussen, Executive Director, NDCS; Dr. Lisa DiGaudio, Principal NDCHS II; Ms. Amanda Morton, Principal, NDCHS; Mr. Jose Obregon, Director of Operations, NDCS; Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS; Donna Lobato, Director of Student Support Services, NDHS; Ms. Mariah Smith, Dean of School, NDCHS; Mr. Steven Benoit, College and Career Readiness Manager; Ms. Marissa Dilsa, College and Career Readiness Manager, NDCHS II; Ms. Fara Badrieva, Lead Teacher, NDCHS.

Mr. Tabano called the meeting to order at 3:00 P.M.

I. Introductions 5 minutes

Mr. Ron Tabano welcomed all to the board meeting and allowed all the attendees to briefly introduce themselves.

II. Financials—Mr. Steve Ramkissoon, Director of HR and Finances

A. Update on Payroll Protection Program (PPP)

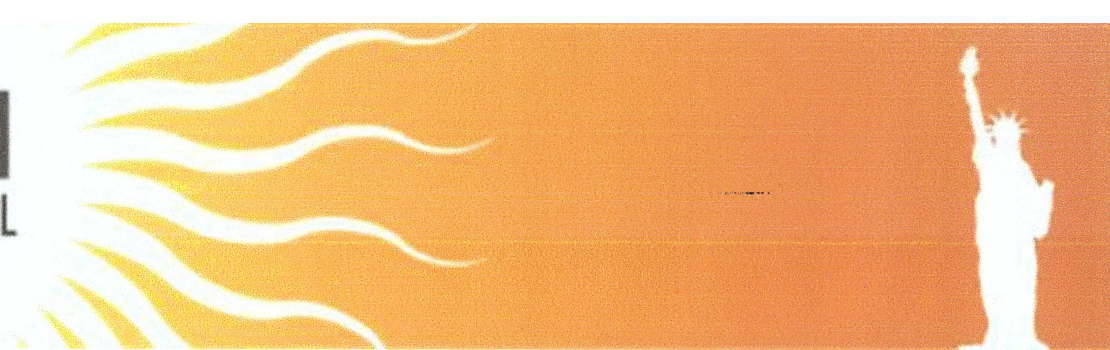
Mr. Steve Ramkissoon informed the board that NDCHS's PPP application was approved.

II. HR Update - Mr. Steve Ramkissoon

A. HR Committee

Mr. Ramkissoon informed the board that the HR committee continues to meet on a regular basis to discuss relevant issues.

B. Resolution: LinkedIn Proposal



Mr. Ramkissoon presented the board a proposal from LinkedIn to use as a tool for recruiting. Mr. Tabano stated that the proposal was too expensive. Additionally, Mr. Tabano indicated that LinkedIn traditionally provided a wide swath of potential recruits without focusing on what the school really needs. Mr. Tabano asked Mr. Ramkissoon to look at another alternative. Ms. Katharine Urbati recommended that Indeed is a possibility. Ms. Urbati also asked if the school had posted on LinkedIn before. Mr. Ramkissoon stated that the school has used Dr. Asmussen’s account to post vacancies in the past.

C. HEDI Scores—Dr. Sara Asmussen, Executive Director

Dr. Sara Asmussen informed the board that Heidi scores are not ready to be discussed in detail. As of now, there will be no Regents scheduled in June 2020. Therefore, using Regents results will not be tenable this year. Dr. Asmussen reminded the board that these Regents results are one of the indicators that are used for performance-based compensation. Dr. Asmussen further informed the board that the SLO & Compensation committee will develop and propose a new merit criterion based on remote learning and other performance indicators. Mr. Tabano commented that this is a good idea and asked Dr. Asmussen to present a plan by the next board meeting.

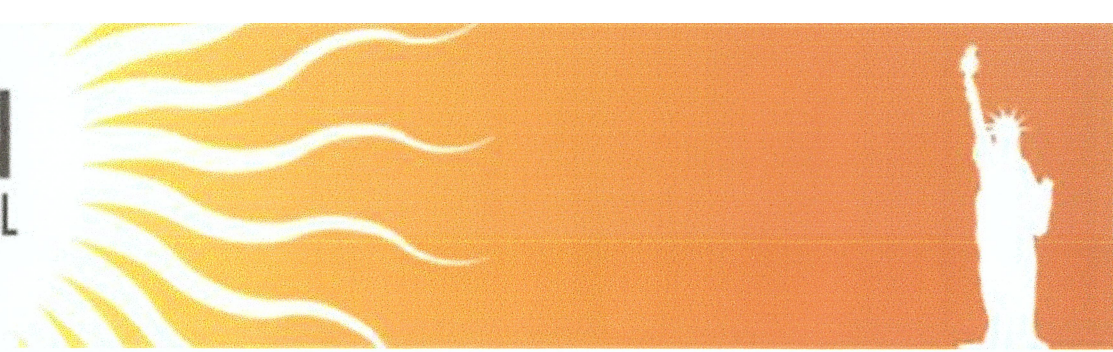
III. Facilities

A. Construction & Maintenance—Jose Obregon, Director of Operations

Jose Obregon reported to the board that as of this date, there are no major issues at the construction site and that work continues as scheduled. Additionally, weekly construction meetings are being conducted and led by Mr. Brian Baer, the owner’s representative. Jose Obregon also confirmed to the board that security continues to be present at both the Queens and Brooklyn facilities and that the custodial crew continues to clean twice a week at both locations.

B. Furniture—Ms. Fara Badrieva

Ms. Badrieva informed the board that Dr. Asmussen and she will meet with Michael Fontaine, architect, to confirm the furniture order and requirements. Ms. Badrieva described to the board the classroom furniture that was ordered, office set ups, and the outdoor furniture plan. Ms. Badrieva further confirmed that the lockers located at the Dekalb Avenue location will be transported to Hoyt Street when the construction crew is ready to receive them. Dr. Asmussen confirmed to the board that furniture costs are included in the Bond. Mr. Tabano asked if the locker art project is still scheduled to



happen over the summer. Ms. Badrieva confirmed that this is still the plan contingent on the construction schedule.

C. Appeal, Insurance – Dr. Sara Asmussen

Dr. Asmussen informed the board that the Queens school applied for co-location with a DOE school. Dr. Asmussen presented to the board the notice from the DOE declining the request. Further, the notice also indicated that it was not necessary for the Queens school to appeal the decision. Therefore, the school is good to remain at its current location. Dr. Asmussen also informed the board that as far as work stop business interruption insurance, there was non that has been approved, that there is a “Virus Exception” clause. Our insurance broker recommended that the school file the appropriate paperwork. Finally, Dr. Asmussen informed the board that the school received a real estate tax check for 62K from the City of New York Finance Department.

IV. Reports on Remote Learning

A. Internship/College Updates

1. Brooklyn—Mr. Kevin Benoit, College & Career Readiness Manager

Mr. Benoit reported that 80% of the students are doing internship at various locations including Urban Dove Charter School prior to the pandemic. Since then, the school is conducting remote internships. Mr. Benoit also indicated that the school is looking for alternative ways for the fall of 2020. He reported that there is much post-secondary work that was being conducted prior to the pandemic. Mr. Benoit informed the board that as of this date, thirty (30) students have applied for college. Twenty-seven (27) of those college applicants also applied for FASFA. So far, eight (8) students were accepted. Mr. Benoit also reported that he is continuing to look at audit sheets to determine which students need Regents exams. Currently, fifty (50) are scheduled to graduate in January and thirty (30) in the summer.

2. Queens—Ms. Marissa Disla, College & Career Readiness Manager

Ms. Disla informed the board that she is working on Internship training, research papers, and cover letters. Ms. Disla also stated that she is reaching out to different sites to determine if they are willing to participate in NDCHS II’s internship program. She is utilizing Google media. Ms. Disla stated that she is also exploring the possibility of getting certificate training while students are doing virtual learning. Dr. Asmussen informed the board that Ms. Marissa Disla is a new hire and New Dawn’s first remote hire.



B. Survey Results—Nazli Askin, Data Specialist

Ms. Askin presented to the board survey results for both the Brooklyn and Queens school regarding student access to internet. The results show that most students have access. Ms. Jane Sun asked what can be done for students that do not have internet access. Dr. Asmussen replied that Spectrum is offering free internet services to help students with online learning. Dr. Asmussen also stated that both schools are talking to families to inform them. Dr. Asmussen also reported to the board that a new tech expert was hired. Mr. Amit Bahl asked if any of our students were able to pick up computers from the DOE. Mr. Tabano indicated that there was not any success with that program since the criteria to get one included receiving services through the DOE for IEP services. New Dawn provides all their own except for speech and hearing, so this greatly decreased the number of eligible students.

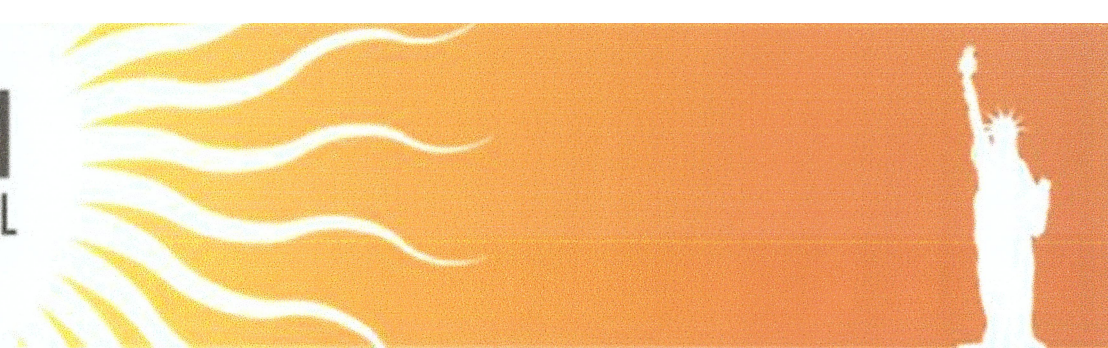
C. Computer Distribution—Mariah Smith, Dean of School

Ms. Mariah Smith informed the board that some students are using tablets for online learning. However, most tablets do not support ZOOM. After reviewing survey results, so far twenty-seven (27) students need an electronic device in Queens and fifteen (15) in Brooklyn. That number may increase as survey results continue to come in. Those students who have answered the survey are called into school to verify their information. Students then sign a contract that stipulates that they must return the electronic device if they fail to log into Jupiter to do their work. Students must pass the course in order to be credited with passing the Regents. Ms. Smith also informed the board that the outreach committee is contacting those students who are receiving D's and F's.

D. Instruction

1. Queens and Instruction Committee Update—Dr. Lisa DiGaudio, Principal, NDCHS II

Dr. DiGaudio discussed remote learning, enrollment, engagement, and outreach. Remote learning is taking place at the Queens school and participation should improve as students are being contacted to make sure they have the tools necessary to participate. The school has received applications for the upcoming school year and the outreach program is working well. Dr. DiGaudio also informed the board of the instructional committee's participants and that for mid-term exams, the focus will be on writing. Dr. DiGaudio also informed the board that Perf Plus is being phased out by Pearson and the school will need a new platform to replace it. Dr. DiGaudio presented two (2) options to replace Perf Plus for the board to consider and approve. Option one is Atlas. The benefit of this platform is



that teachers can create their own lesson plan templates, but it must be uploaded, and it is labor intensive. Option two is Chalk. Dr. DiGaudio recommended this platform. It is user friendly, upload is easy, and it can be connected to Google Docs. Finally, Dr. DiGaudio reported to the board that the Instructional Committee has recommended making some adjustments to the Danielson rubric to account for remote learning. The committee is recommending rearranging some components to make it user friendly for the teachers. Mr. Tabano asked that Dr. DiGaudio provide her slides for the digitalized curriculum to all the board members for further consideration.

2. Brooklyn – Ms. Amanda Morton, Principal, NDCHS

Ms. Morton reminded the board that students still have the option to pick up work at the school. Teachers are continuing to send out reminders and regularly reach out to students. One of the challenges is that some students are working during the day and do their schoolwork at night. Ms. Morton informed the board that assignments are kept open so that students can complete even if late. Teachers are also making sure that students know how to access assignments and are saving zoom lessons on the One drive. Ms. Morton informed the board that she is checking in on all zoom lessons as well.

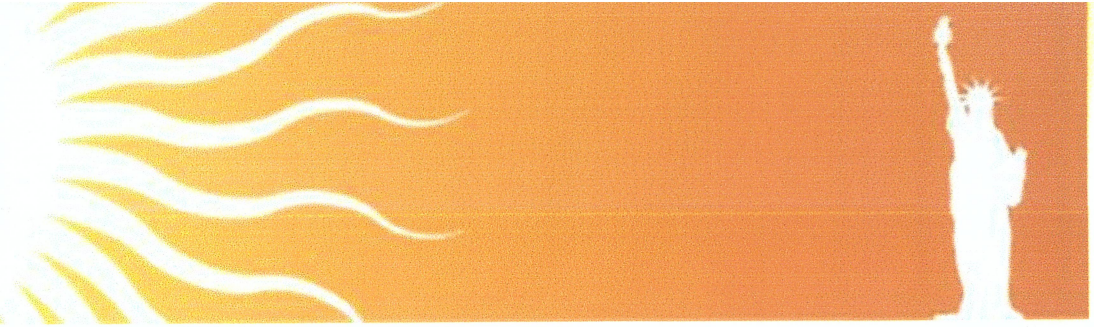
3. IEP and ELL Instruction—Donna Lobato

Ms. Lobato informed the board that it is going well with CSE. There are fifteen (15) annual reviews due for students at the Brooklyn school and there are a total of one hundred twenty-eight (128) with an IEP who are certified to receive services. As far as co-teaching and planning, Ms. Lobato reported that the school is using different resources to support students such as Chat Boxes and other websites that use visual techniques for learning. Parents must provide consent to receive audio visual services. Additionally, Ms. Lobato indicated that she is trying to find support for counselors. Ms. Lobato reported that the ELL population stands at twenty-one (21) in Brooklyn and twenty (20) in Queens. Ms. Lobato reported to the board that there will be no NYSESLAT exam given this year. Additionally, the Brooklyn school is working with an ELL consultant through Title III monies. Ms. Lobato indicated that the schools are giving additional support to IFP. This support is being given based on student needs. Mr. Tabano stated that this is a good way to handle when SPED population is high.

V. Grants—Sara Asmussen

A. Walton

Dr. Asmussen reported to the board that the Queens school was awarded 20K. This money will be used to replace Chromebooks even though we are expecting students to bring them back.



B. CSP

Dr. Asmussen reported that she is working with Mr. Steve Ramkissoon to reconcile the budget. Title funding is not expected to be good this coming year.

C. Stimulus Grant

Dr. Asmussen informed the board that she received notification from SUNY that we are not eligible for the 200K stimulus grant because of our five (5) year graduation rate.

D. Resolution: TSL

Dr. Asmussen indicated that this is a resurrection of the PICCS Federal Grant. Dr. Asmussen asked the board for a resolution on the MOU after the board meeting. New Dawn's application is based on the PICCS grant requirement.

VI. Update on NYSED Charter School Office 3rd-Year Visit

Dr. Asmussen informed the board that an email from Mr. Paolo Giovine, SED, State of New York should be expected next week. Mr. Giovine agreed. Ms. Susan Megna, SED, State of New York she will notify the board if she needs any additional information.

VII. New Business - Mr. Ron Tabano, Chairperson

Dr. Asmussen reported the death of one of NDCHS students.

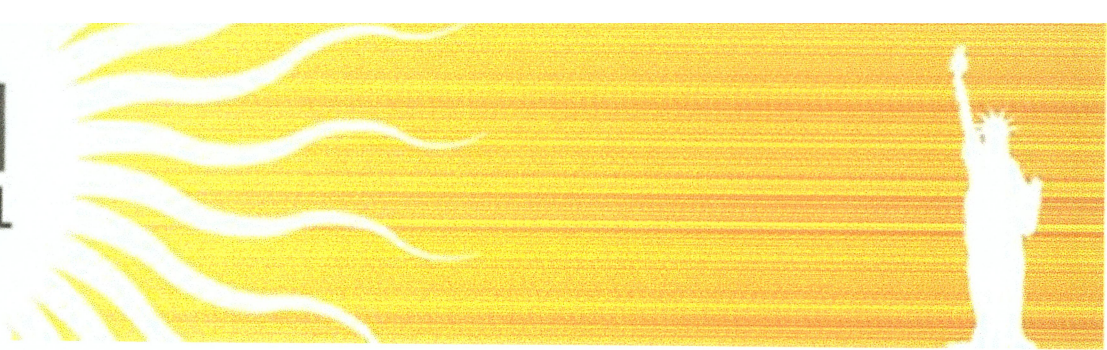
VIII. Adjournment

Motion: Ms. Jane Sun motioned to adjourn the meeting.

Motion Seconded: Mr. Amit Bahl seconded the motion.

Vote: The board unanimously voted to adjourn the meeting at 4:15 PM

Next Board of Trustees meeting will be on May 26, 2020.



Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Zoom Meeting (School Closed)

Date: Tuesday, May 26, 2020

Time: 3:30 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer

Board Members Absent: Mr. Jonathon Carrington, Board Member. Mr. Amit Bahl, Board Member

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Mr. Jose Obregon, Director of Operations, NDCS, Mr. Steve Ramkissoon, Director of H.R. and Finance, NDCS

Mr. Tabano, Chairperson, called the meeting to order at 3:30 P.M.

I. Resolution: April 28, 2020 Minutes

Motion: Ms. Jane Sun motioned to approve the April 28, 2020 Board of Trustees meeting minutes.

Motion Seconded: Ms. Katharine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve the April 28, 2020 Board of Trustees meeting minutes.

Resolution: May 12, 2020 Minutes

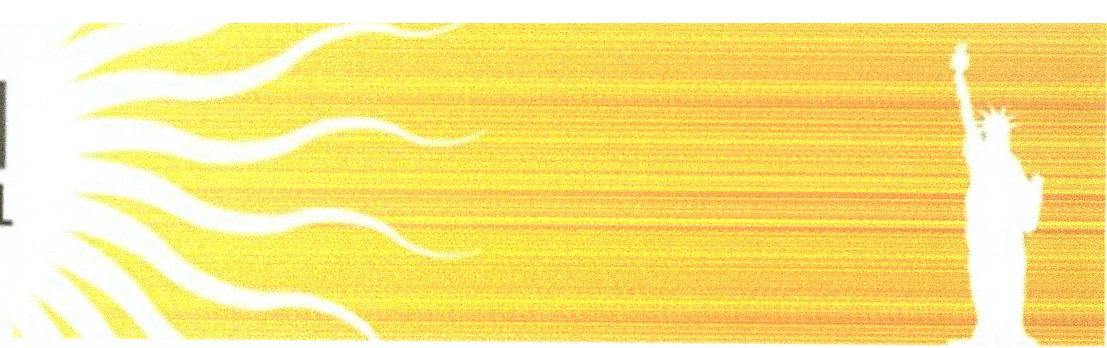
Motion: Ms. Katharine Urbati motioned to approve the May 12, 2020 Board of Trustees meeting minutes.

Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve the May 12, 2020 Board of Trustees meeting minutes.

II. Financials—Mr. Steve Ramkissoon, Director of HR and Finance

Mr. Steve Ramkissoon reported that the Profit and Loss (P&L) report for the Brooklyn school was \$231K and \$260K for the Queens school. The Queens school revenue was higher this reporting period as a result of the deferred rent. Mr. Tabano asked Mr. Ramkissoon that for oversight purposes, not to include deferred rent credit so it does not



affect the numbers reported. Additionally, Ms. Urbati recommended to have the deferred rent credit included as a note, so the numbers are not affected. Mr. Ramkissoon reported to the board that the Queens school was going to do better overall than originally projected. Mr. Tabano stated that the Queens school will be able to reimburse the Brooklyn school for services rendered. Additionally, Ms. Urbati asked Mr. Ramkissoon what the projected deferred rent will be in the next few months. Mr. Ramkissoon replied that he will get back with an answer. Ms. Urbati also stated that the deferred rent credit should go down.

Mr. Ramkissoon also reported that the Brooklyn school dropped FTE enrollment from 335 students assigned to 294 students as of this report. However, he verified that the Brooklyn school is doing much better in assigned SPED students than originally projected. Mr. Ramkissoon also informed the board that \$406K was projected for the next three months but only \$303K will be recorded as revenue. Mr. Ramkissoon further informed the board that energy costs totaled \$107K at the 242 Hoyt Street location which were unexpectedly high and affected revenue. Mr. Ramkissoon also stated that the Brooklyn school expenses are still consistent and there is not much change since there are no extra expenses, benefits or payroll costs aside from what he noted above.

A. Resolution: Financials for April 2020

Motion: Ms. Katharine Urbati motioned to approve the Financials for April 2020

Motion Seconded: Mr. Ron Tabano seconded the motion.

Vote: The board unanimously voted to accept and approve the Financials for April 2020

B. Queens 2020-2021 Budget

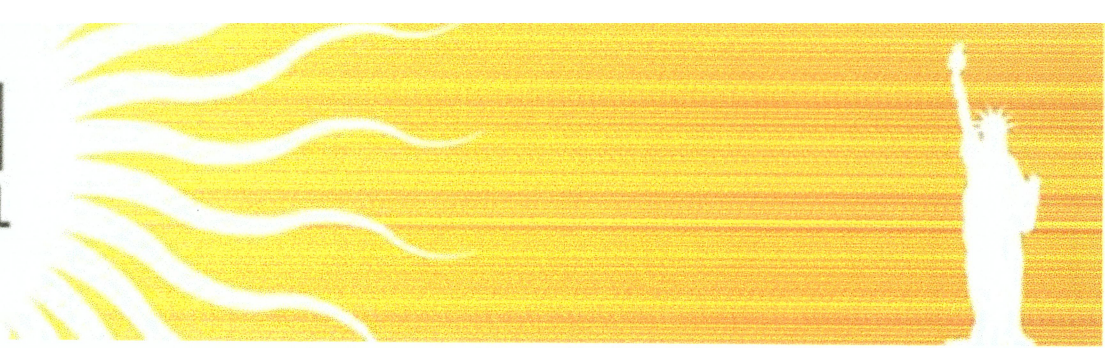
Mr. Steve Ramkissoon briefly discussed the 2020-2021 budget and stated that he will have a more detailed report next board meeting. What is expected is a 20% increase in instructional staff as the school adds more staff as it continues to grow.

C. Brooklyn 2020-2021 Budget

As with the Queens school, Mr. Steve Ramkissoon briefly discussed the 2020-2021 budget and will have a more detailed report next board meeting. It is expected that health benefit costs for NDCHS will increase by 11-12% since NDCHS is a small organization compared to other large corporations.

III. End of Year Staff Benefit Update—Sara Asmussen, Executive Director

A. Use of PPP



Dr. Asmussen informed the board that since PPP was approved for NDCHS, we will be able to move forward and hire the staff scheduled to be terminated when contracts expire. The two current Aspiring Teachers will not be terminated, one will fill a position as an ELA Teacher the other as the ELL Teacher. She further reported that there would be no layoffs or terminations as a result of budget deficits due to the PPP approval. These monies also allow us to continue with the new position which was created due to the school closure, that of the Remote Instruction Specialist.

Ms. Urbati asked Dr. Asmussen if there is an enrollment projection. Dr. Asmussen stated that the Brooklyn school lost approximately thirty (30) students due to the move from Hoyt Street to Dekalb Avenues. Additionally, if the school were not closed due to the pandemic, Dr. Asmussen believes that there would be an additional 48 students enrolled. Mr. Ramkissoon further added that PPP funding will allow the school to fund the positions that Dr. Asmussen spoke of.

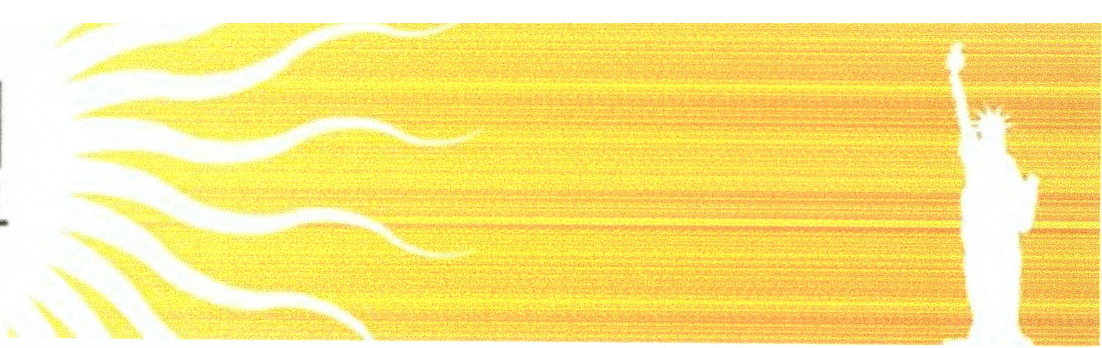
B. Plan for HEDI Scores—Dr. Sara Asmussen, Executive Director

Dr. Asmussen informed the Board that we would have to change our compensation plan for this year. There is enough data from the fall semester to calculate these numbers but there will be no data for spring semester due to COVID. Dr. Asmussen further stated that Dr. Lisa DiGaudio and Ms. Amanda Morton, Principals of NDCHS Queens and NDCHS Brooklyn, regularly observe ZOOM classes and use the NYSED evaluation template; however, this was not included in the compensation plan and there has to be some refinement of the practice. Further, at this time the schools cannot do Scantron. Scantron and Regents exams account for 40% of the teachers' compensation and since both tests are cancelled the Compensation Committee must develop a secondary plan for this year.

Mr. Ron Tabano stated that if the schools have performance data before the crisis, it can also consider that data. Dr. Asmussen also stated that it is clear, as you look at student results and which are the students who are logging into their ZOOM classes, which teachers are doing better. Additionally, Dr. Asmussen also informed the board that she is continuing to do data analysis that will clearly show who are the teachers that are going above and beyond. Dr. Asmussen stated that she will have that data by August.

C. Increases for Entire School

Dr. Asmussen stated that the board has historically approved a basic increase in the past. For planning purposes, Dr. Asmussen informed the board that COLA has increased between 1.2% and 2.4% this year. Dr. Asmussen also informed the board that staff is getting anxious about employment renewals and she would like to get out the new



employment agreements to staff in the next two (2) weeks. Mr. Tabano asked for a Board resolution regarding a basic salary increase for the next school year.

Resolution: Basic salary increase for the upcoming school year.

Motion: Jane Sun motioned to approve a 2% salary increase for the entire staff at NDCHS for the upcoming school year.

Motion Seconded: Ms. Katharine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve a 2% salary increase for the entire staff at NDCHS for the upcoming year.

D. Board 403B Matching

Dr. Asmussen informed the board that a decision and a vote was needed for the matching of retirement funds for employees. Mr. Tabano asked that a proposal be sent to the board for review for a decision at the next June 2020 Board of Trustee meeting. Mr. Steve Ramkissoon stated that he will find out what the market trends are and what the Board has done historically.

IV. Facilities – Mr. Jose Obregon, Director of Operations

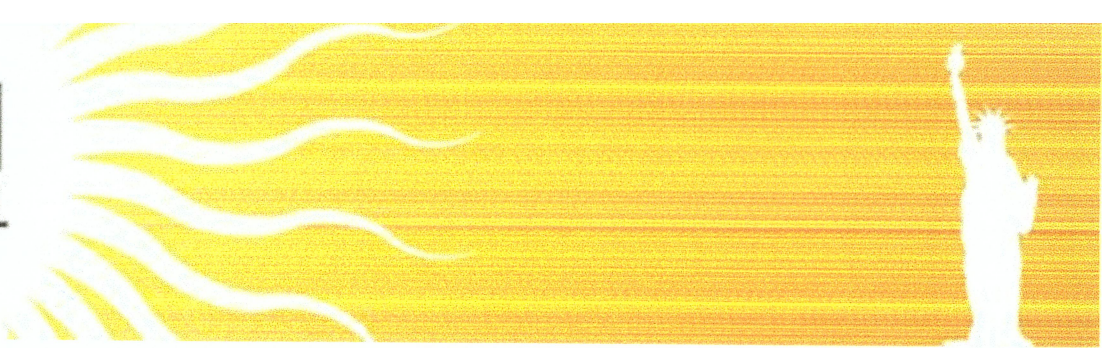
A. Construction & Maintenance

Mr. Obregon reported to the board that the roofing at the 242 Hoyt street location will be completed by the end of this week and that a NYC Dept. of Buildings inspection is scheduled for next Monday. Additionally, once the roof coping is completed, the guard rail and the additional security/safety fencing will be installed. Mr. Tabano asked Mr. Obregon to talk to Mr. Brian Baer, the owner's rep, about getting a better price for any additional fencing to be installed. Additionally, Mr. Obregon stated that MSP will be adding an additional phone line for the elevator and Fire alarm to cut down on costs. Finally, in respect to the construction site, alarm drawings are still at the FDNY offices and we are still waiting for the approval.

Insofar as the Queens and Dekalb Avenue locations, Mr. Obregon informed the board that there are no significant issues at this time at either location.

B. Condo Conversion Queens—Sara Asmussen

Dr. Asmussen informed the board that she is confident that Mr. Scott Barone, owner of the Queens property, will renovate the new space as agreed. Dr. Asmussen informed the board that the attorneys do not want to proceed until the separation of the tax lot is



completed. Notwithstanding the tax lot issue, Dr. Asmussen informed the board that she does not believe that any leverage is necessary at this time and we should move forward with the completion of the paper work needed for the Condo Conversion, which includes the creation of Friends of New Dawn. This will save the school millions of dollars over the years. Dr. Asmussen recommended that NDCHS move toward the conversion.

Resolution: Approve the start of paperwork for the Condo Conversion at the Queens school

Motion: Ms. Jane Sun motioned to approve the start of the Condo Conversion paperwork for the Queens school.

Motion Seconded: Ms. Katharine Urbati seconded the motion.

Vote: The board unanimously voted to accept and approve the start of the Condo Conversion paperwork for the Queens school.

V. Updates—Dr. Sara Asmussen, Executive Director

A. Resolution: TSL

Dr. Asmussen informed the board that CEI is proposing to reestablish the PICCS grant and that both the Queens and Brooklyn school would like to participate. The Brooklyn school will be a “Mentor” school and the Queens school would be a “New” school. Dr. Asmussen informed the board that she and Dr. Lisa DiGaudio will be involved in the development of the grant. New Dawn Charter High School is based on the PICCS model.

Resolution: Accept and approve the signing of the MOU to participate in the PICCS Grant

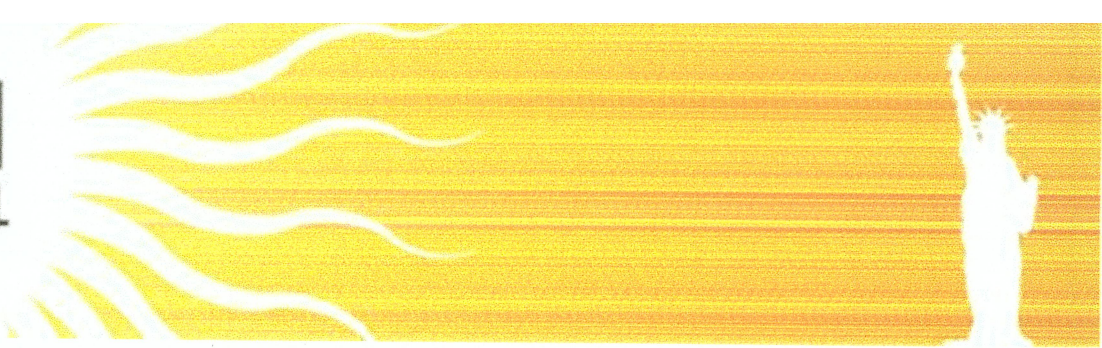
Motion: Katharine Urbati motioned to approve and accept PICCS participating and signing of the MOU.

Motion Seconded: Ms. Jane Sun seconded the motion.

Vote: The board unanimously voted to accept and approve participating in the PICCS grant and signing the MOU.

B. Resolution: Digitalized Curriculum

Dr. Asmussen informed the board that Perf Plus, the platform that the schools are currently using, is going out of business since it was brought out by PowerSchool. Dr. Asmussen further informed the board that Perf Plus has its limitations. For example, it does not allow the reviewer of lesson plans to make comments on the lesson plans. This creates an additional step and more work. Dr. Asmussen informed the board that Dr.



DiGaudio and Fara Badrieva, Lead Teacher, both recommend Chalk since it is aligned with New York State Standards. Three bids were assessed.

Resolution: Accept and approve Chalk

Motion: Katharine Urbati motioned to accept and approve Chalk.

Motion Seconded: Mr. Ron Tabano seconded the motion.

Vote: The board unanimously voted to accept and approve Chalk.

VI. Update on NYSED Charter School Office 3rd-Year Visit

Dr. Asmussen reported to the board that the interaction with the admin staff and the NYSED team of Paolo Giovine and Susan Megna went very well. There was a survey conducted in which all the school's teachers participated, but those results will not be shared with the school but overall we were told the responses were overall quite positive. Dr. Asmussen informed the board that one weakness that was noted was student attendance based on fourteen (14) of twenty (20) staff who responded to the survey. However, Dr. Asmussen indicated to the board that the school has data supporting student attendance. Mr. Tabano reported that he felt the Board interview went very well also. Ms. Urbati asked Dr. Asmussen to please share the Brooklyn and Queens questionnaire when she gets a chance. Dr. Asmussen stated to the board that the State visit reminded us what we need to be focused on and the areas that need improvement. With the school closure and dealing with the pandemic, this was a wonderful opportunity to further our thinking around vision and mission into a virtual world.

VII. New Business

The next board of trustees meeting will be on June 9, 2020 at 3:00 P.M.

VIII. Adjournment

The board adjourned at 4:30 P.M.

Board of Trustees Meeting

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216

Date: Tuesday, September 24, 2019

Time: 3:30 P.M.

Board Members Present: Mr. Ronald Tabano, Chairperson, Ms. Jane Sun, Board Member, Treasurer, and Mr. Amit Bahl, Board Member

Board Member Absent: Ms. Katharine Urbati

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Dr. Lisa DiGaudio, Principal, NDCHS II, Ms. Amanda Morton, Principal NDCHS, Mr. Steve Ramkissoon, Director of Finance NDCS, Mr. Jose Obregon, Director of Operations, NDCS, Mr. Digant Bahl from Accounting Solutions called in.

Mr. Tabano called the meeting to order at 3:30 P.M.

I. Good News Announcement & Meet New Staff

New Staff Members from New Dawn Charter High School Brooklyn introduced themselves to the board. The new staff members included Ms. Janisha Crawley, Mr. Alexis Garraway, and Mr. Robert Salisbury. The board members welcomed and wished the new staff members well at New Dawn Charter High School.

II. Resolution: Minutes from August 2019 Board Meeting.

Motion: Ms. Jane Sun motioned to approve the August 2019 board minutes.

Motion Seconded: Mr. Amit Bahl

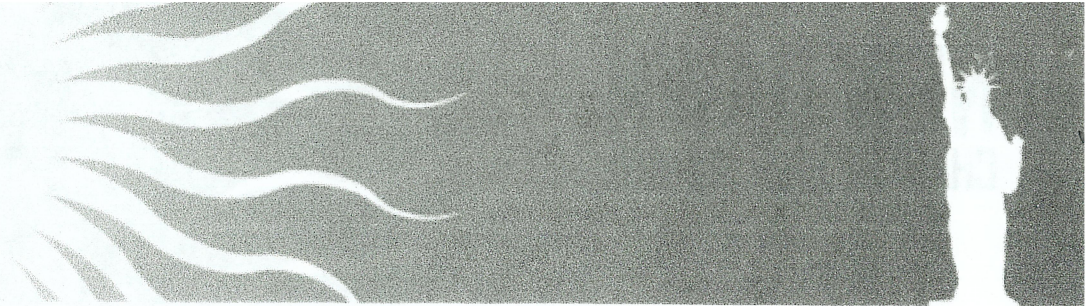
Vote: The board unanimously voted to accept the August 2019 board minutes.

III. Financials

A. Resolution Board Financials.

Ms. Jane Sun pointed out a discrepancy in the Financial report and Mr. Digant Bahl indicated that he would make the necessary correction. Notwithstanding the discrepancy in the report, the board moved as follows:

Motion: Mr. Amit Bahl motioned to approve the August 2019 financial report.



Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to accept the August 2019 financial report.

B. To/From Report

Resolution: Accounting Solutions Contract

Motion: Mr. Amit Bahl motioned to approve and accept the Accounting Solutions contract for the 19-20 School Year.

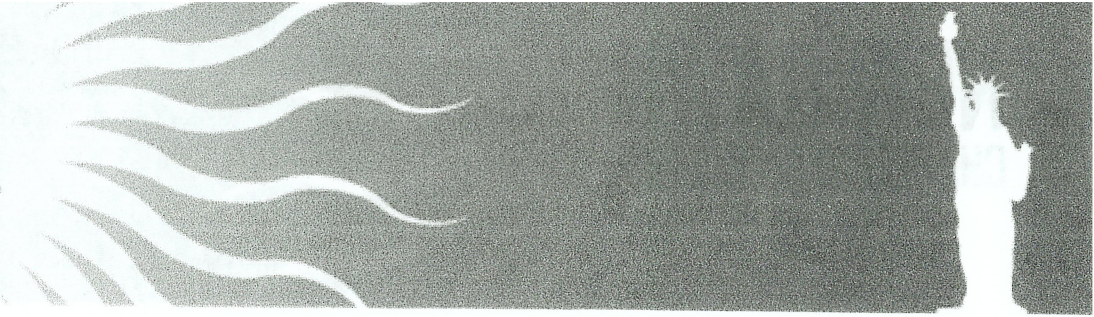
Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted to approve and accept the Accounting Solutions contract for the 19-20 School Year.

C. Update on Audit

Mr. Digant Bahl from Accounting Solutions reported that the 18-19 school year books were now closed. He further stated that the auditors are still working on open items. Additionally, he indicated that the audit has passed the manager review level and the auditors will be submitting to auditing firm partners for final review. Mr. Bahl then proceeded to introduce Mr. Juned Haque who replaced Ms. Rasheeda Jackson that worked onsite at the school for Accounting Solutions. Mr. Bahl confirmed that he met with Dr. Asmussen, Mr. Ramkissoon, and Mr. Haque to review the proper coding procedures for both schools as different books were now established for each individual school. Mr. Bahl also confirmed that most of the accounting systems were now in place for both schools. He explained that the consolidated balance sheet showed \$4.8M in available cash for both schools. NDCHS Brooklyn held \$4M in cash reserves and NDCHS II has \$800,000. in cash reserve. Mr. Digant Bahl also reported that there is nothing in the financial audit report that is alarming or of concern. Mr. Bahl informed the board that updates are required for student enrollment and staff vacancies.

Mr. Tabano, Board Chairperson, asked Mr. Ramkissoon how the board can be sure that both schools are being funded correctly. Mr. Ramkissoon responded that he is continuing to make sure that all orders are being checked to make sure that the schools are receiving what they ordered. Both Mr.'s Tabano and Amit Bahl stated that they had not received any checks to be signed lately. Mr. Tabano stated that he was concerned that the schools' financial obligations were not being met on a timely basis. Mr. Tabano also reminded Mr. Ramkissoon that there should not be any electronic check transfers initiated. Mr. Ramkissoon responded that he will create a voucher that will indicate payments issued by both schools. Mr. Tabano stated that the board needs to see something that schools are caught up with all outstanding financial obligations. Mr. Digant Bahl stated that, if needed, he could provide a person to make sure that both schools are current.



IV. Facilities

A. Resolution: Chrome books for Brooklyn

Mr. Jose Obregon presented the board with three Chromebook purchase proposals and recommended that the board accept the Staples Business Solutions proposal. The board moved as follows:

Motion: Mr. Amit Bahl motioned to approve and accept the Staples Business Solutions' proposal for the purchase of thirty (30) chrome books and one cart for the Brooklyn school.

Motion Seconded: Ms. Jane Sun

Vote: The board unanimously voted approve and accept the Staples Business Solutions' proposal for the purchase of thirty (30) chrome books and one cart for the Brooklyn school.

B. Update on Queens' Lease

Dr. Asmussen informed the board that Barrone Management is looking to install new AC units at the Queens school. Barrone Management will pay for the units and the installation. Additionally, Barrone is considering taking off \$2K per month off the rent fees to supplement the cleaning contract costs at the Queens school to comply with the lease agreement.

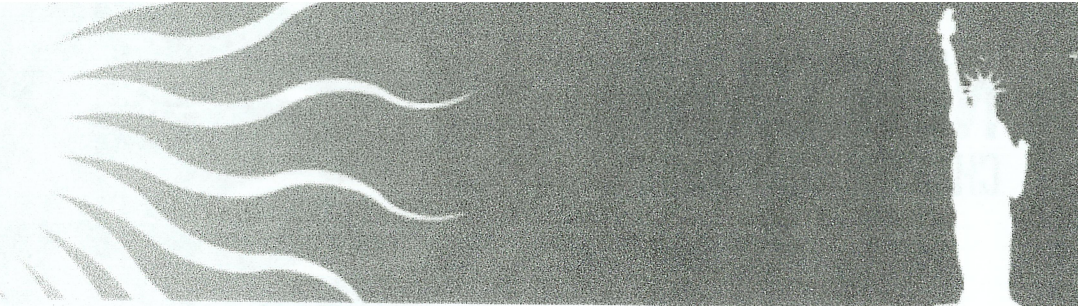
C. Updates on Right of Access for 242 Hoyt Street

Dr. Asmussen reported to the board that one of the property owners next to the school building at 242 Hoyt Street is asking \$5K per month to allow access to his roof. Mr. Ron Tabano stated that this was a hyper-inflated number and that he spoke to Brian Baer, the owner's representative for the school's construction project, and asked him to offer not more than \$500 per month that can possibly be increased to \$750. per month.

D. Update on Dekalb Avenue

Mr. Jose Obregon informed the board that the landlord is installing electric heaters in the classrooms since the boiler is not functioning as it should. Mr. Tabano asked Mr. Obregon to find out who's paying for the additional electricity that will be used.

E. Updates on 242 Hoyt Street



On Thursday of the following week, the building at 242 Hoyt Street will be accessible since asbestos abatement phase will be completed.

V. Staff Development

A. Staff Vacancies at NDCHS Queens

Dr. Lisa DiGaudio reported that the Queens school is fully staffed at this time.

B. Staff Vacancies at NDCHS Brooklyn

Ms. Amanda Morton reported that the school is seeking a Science Teacher and there is an interview scheduled for the vacancy next week.

VI. Programmatic Updates

A. Recruitment efforts (NDCHS Brooklyn)

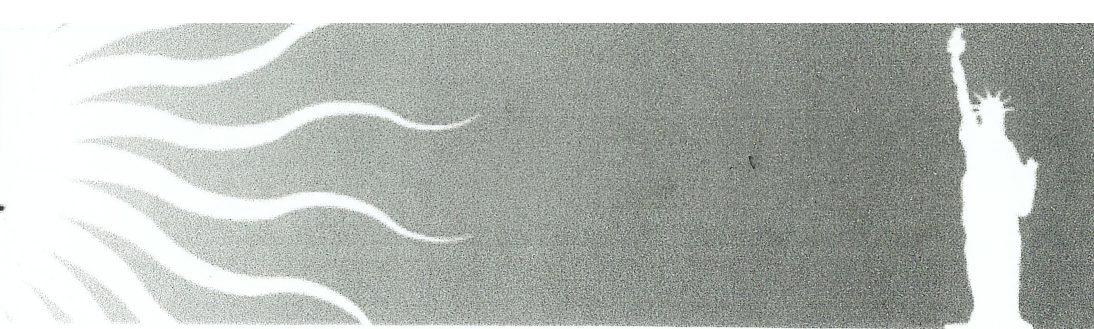
Ms. Amanda Morton reported that student enrollment is at 283 and the home visit team led by Mr. Mike Wolf is still going out and having success in retrieving students that are not attending regularly. Mr. Steve Ramkissoon also reported that the school is on track by offering competitive staff salaries.

B. Recruitment efforts (NDCHS Queens)

Dr. Lisa DiGaudio reported that since the last board meeting, the school has recruited fifteen (15) new students of which thirteen (13) are SPED students. The school will bill accordingly next billing cycle. Mr. Tabano asked Dr. DiGaudio what can be done to mitigate student loses. Dr. DiGaudio responded that the school is still reaching out to other schools for potential students and that she was informed that on this day of the board meeting, two (2) new students were enrolled. Dr. Asmussen also informed the board that the Queens school is still a bit low on enrollment but is doing fine. Dr. Asmussen also informed the board that NDCHS will not bill the Queens school for any services until enrollment further increases. Dr. Asmussen also informed the board that the Brooklyn school is having difficulties getting some students who attended at the Hoyt Street location to come to Dekalb.

C. Attendance and Billing (NDCHS Brooklyn)

Attendance at NDCHS Brooklyn is adequate.



D. Attendance and Billing (NDCHS Queens)

Attendance at NDCHS Queens is adequate.

VII. New Business

Dr. Asmussen informed the board that three (3) staff members resigned their positions since the last board meeting. One of those staff members moved to Texas.

VIII. Adjournment.

The Board meeting was adjourned at 4:20 P.M.

IX. Executive Session

Meeting was called back to order at 4:35 p.m. Mr. Tabano requested a motion pertaining to the discussions held about the HEDI increases for staff discussed during the Executive Session.

Motion: Ms. Jane Sun motioned to approve the HEDI increases to salaries which are based on student outcomes and classroom observations.

Motion Seconded: Mr. Amit Bahl

Vote: The board unanimously voted to approve and pay the HEDI increases.

The meeting was adjourned at 4:40 p.m.



Board of Trustees Executive Session

Location: New Dawn Charter High School, 760 Dekalb Avenue, Brooklyn, New York 11216 **Zoom Meeting (School Closed)**

Date: Tuesday, June 30, 2020

Time: 3:00 P.M.

Board Members Present: Mr. Jonathon Carrington, Board Member, Ms. Jane Sun, Board Member, Ms. Katharine Urbati, Treasurer

Board Members Absent: Mr. Ronald Tabano, Chairperson; Mr. Amit Bahl, Secretary

Staff Members/ Visitors Present: Dr. Sara Asmussen, Executive Director, NDCS, Mr. Jose Obregon, Director of Operations,

This Board of Trustees Executive Session discussed confidential staff changes in both the Brooklyn and the Queens School. A number of confidential staffing issues were discussed. The following new position was approved, to be voted on at the next Board meeting:

Director of Curriculum and Instruction for NDCS to work at both schools.

Replacement staff were discussed for the following positions:

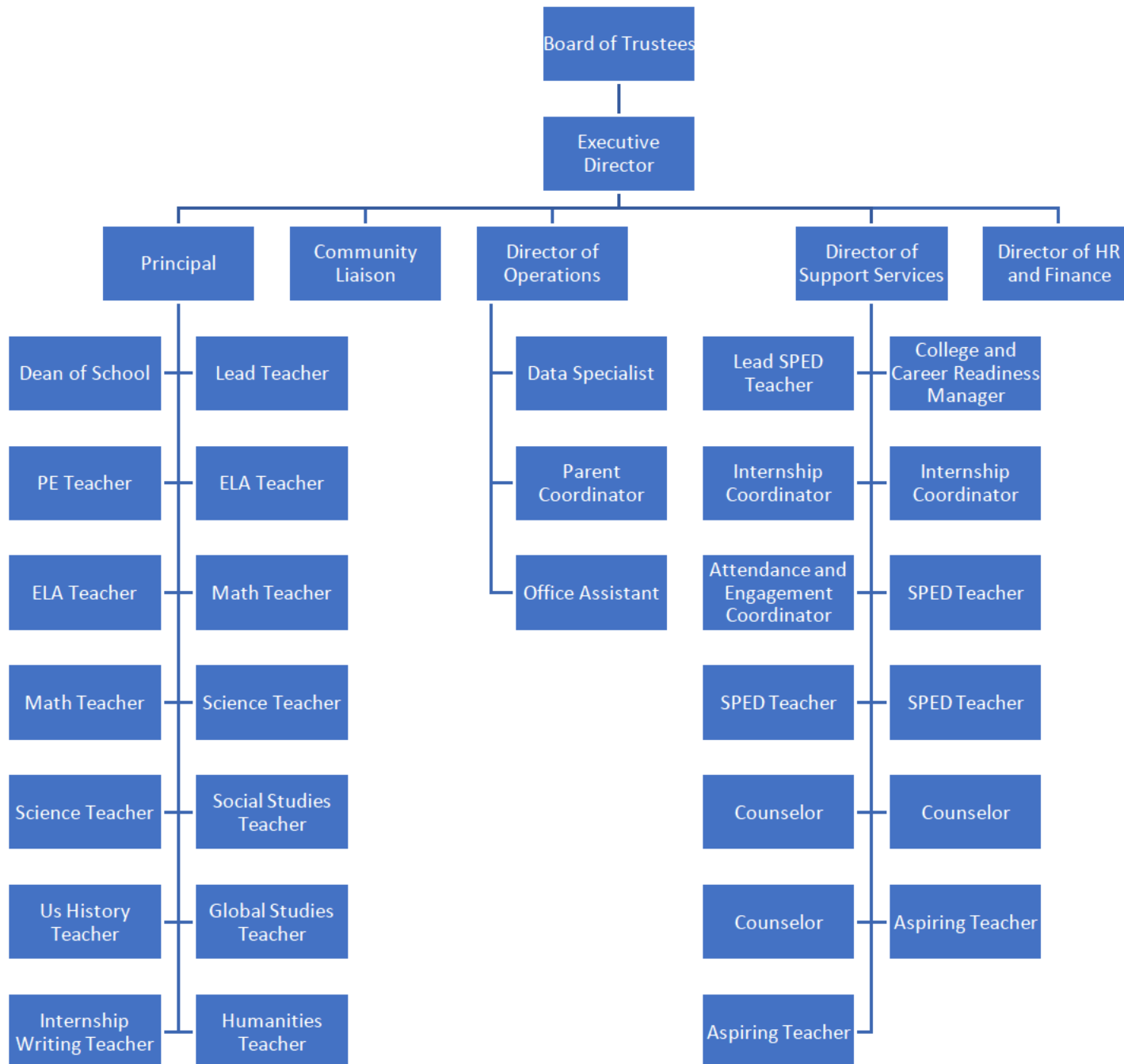
Principal at NDCHS Queens

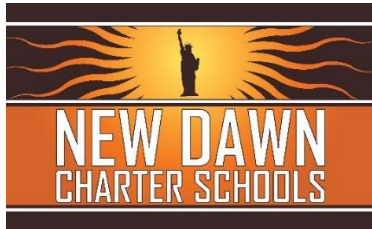
Dean at NDCHS Queens

Principal at NDCHS Brooklyn

Meeting was adjourned at 3:30 p.m.

NEW DAWN CHARTER SCHOOLS





15 Month Calendar 2020-2021—DRAFT

(will be updated with Governor’s orders and NYC DOE calendar release)

Summer Semester 2019-2020		
Dates	Purpose	Number of Days
July 1-2, 2020	Vacation	Vacation-2
July 3, 2020	Independence Day	Holiday-1
July 6, 2020	First Day of Summer Semester	
July 31, 2020	Eid al-Adha	Holiday-1
August 14, 2020	Last Day of Summer Semester	
August 17-Sept. 4, 2020	Vacation	Vacation-11
New School Year Contracts Start 2020-2021		
September 1-4, 2020	Vacation	Vaction-4
September 7, 2020	Labor Day	Holiday-1
September 8, 2020	Vacation	Vacation-1
September 9, 2020	All Staff return to work, students report for scheduling/testing	
September 10, 2020	First Day of Fall Semester, all students report for classes	
September 18, 2020	Erev Rosh Hashanah—TENTATIVE	Holiday-1
September 28, 2020	Yom Kippur	Holiday-1
October 12, 2020	Columbus Day	Holiday-1
November 5, 2020	No Students/Staff PD	
November 11, 2020	Veterans Day Holiday	Holiday-1
November 26-27, 2020	Thanksgiving Holiday	Holiday-2
December 25, 2020	Christmas	Holiday-1
Dec. 23-24, 28-31, 2020	Vacation	Vacation-6 (School Closed)
January 1, 2021	New Year’s	Holiday-1
January 4, 2021	First Day of School	
January 18, 2021	MLK Holiday	Holiday-1
January 26-29, 2021	Regents Exams	
January 29, 2021	Fall Semester Ends	
February 1, 2021	Staff PD, No Students	
February 2, 2021	First Day of Spring Term	
February 12, 2021	Lunar New Year	Holiday-1
February 15, 2021	President’s Day	Holiday-1
February 16-19, 2021	Mid-Winter Break Vacation	Vacation-4
April 2, 2021	Good Friday	Holiday-1
April 5-9, 2021	Spring Break Vacation--TENTATIVE	Vacation-5 (School Closed)
May 31, 2021	Memorial Day	Holiday-1
June 1, 2021	US History Regents	
June 10, 2021	No Students/Staff PD--TENTATIVE	

June 16-24, 2021	Regents Exams	
June 24, 2021	Last Day of School for Students	
June 25, 2019	Last Day for Staff	
June 28-July 2, 2021	Vacation	Vacation-5 (School Closed)
July 5, 2021	Independence Day	Holiday-1
July 6, 2021	First Day of Summer School	
July 20, 2021	Eid al-Adha	Holiday-1
August 12-13, 2021	Regents	
August 13, 2021	Last Day of School for Students	
August 16-20	Staff PD	
August 23-31, 2021	Vacation	Vacation-7 (School Closed)

Total: 32 days vacation

18 days holiday

September 2020:	15 days
October 2020:	21 days
November 2020:	18 days
December 2020:	16 days
January 2020:	19 days
February 2020:	14 days
March 2020:	23 days
April 2020:	16 days
May 2020:	20 days
June 2020:	18 days
Total	180 days



12 Month Calendar 2020-2021

New School Year Contracts Start 2020-2021		
September 1-4, 2020	Vacation	Vaction-4
September 7, 2020	Labor Day	Holiday-1
September 8, 2020	Vacation	Vacation-1
September 9, 2020	All Staff return to work, students report	
September 10, 2020	First Day of Fall Semester	
September 28, 2020	Yom Kippur	Holiday-1
October 12, 2020	Columbus Day	Holiday-1
November 3, 2020	No Students/Staff PD	
November 11, 2020	Veterans Day Holiday	Holiday-1
November 26-27, 2020	Thanksgiving Holiday	Holiday-2
December 25, 2020	Christmas	Holiday-1
Dec. 23-24, 28-31, 2020	Vacation	Vacation-6 (School Closed)
January 1, 2021	New Year's	Holiday-1
January 4, 2021	First Day of School	
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February 12, 2021	Lunar New Year	Holiday-1
February 15, 2021	President's Day	Holiday-1
February 16-19, 2021	Mid-Winter Break Vacation	Vacation-4
March 29 – April 1, 2021	Spring Break	Vacation-3
April 2, 2021	Good Friday	Holiday-1
May 31, 2021	Memorial Day	Holiday-1
June 1, 2021	US History Regents	
June 3, 2021	No Students/Staff PD	
June 16-24, 2021	Regents Exams	
June 24, 2021	Last Day of School for Students	
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July 6, 2021	First Day of Summer School	
July 20, 2021	Eid al-Adha	Holiday-1
August 12-13, 2021	Regents	
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