

**NEW YORK CITY CHARTER HIGH SCHOOL FOR ARCHITECTURE ENGINEERING
AND CONSTRUCTION INDUSTRIES
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

Date: Tuesday, December 3, 2019
Time: 6:00 pm
Location: 838 Brook Avenue, Bronx, New York 10451

1. Welcome/ Role Call

Present were Carlo Schiattarella, Irma Zardoya, Paul Comrie, Robert Burton, Ricardo Cosme Ruiz, Alberto Villaman, Andrew McLaughlin, Caren Goff,.

CEO: Charles Gallo
Principal: Colin Healy
Counsel: Flora Edwards
Guests: Josh Moreau Boost Ed
Sharmeeeka Gonzalez
Elena Rovalino

2. Approval of the Minutes:

Moved by Robert Burton seconded by Paul Comrie to approve the minutes of November 12, 2019. Approved .

3. Principal's Report

- a. There are 452 students enrolled with 307 students on the wait list. Attendance for November was 92.7%. Attendance
- b. The first quarter grade distribution by teacher was distributed and discussed.
- c. The Parent- Teacher Conference was held on November 4, 2019. 189 parents were in attendance.
- d. The current graduation rate is projected at 92.0%. Students requiring additional assistance in order to graduate were identified and a program put in place to provide additional assistance.
- e. Various outreach efforts to parents including post cards congratulating parents on the academic achievement of their children, post cards thanking parents for attending extracurricular activities to encourage parental involvement.
- e. The Community Dinner is scheduled for December 17, 2019.
- f. The range of extra-curricular activities were discussed

- g. Holiday celebration is scheduled for December 20, 2019 for all students and faculty to be followed by the staff Christmas Party.
4. New Hires
- Moved by Robert Burton seconded by Alberto Villaman to hire Frank Palmieri as Coordinator of School Culture. Approved unanimously
5. **Academic Committee**
- a. Focused on the development of systems to implement shared resources following the merger. The role of the Director of Operations was discussed. The need for a separate Facilities Manager was discussed.
 - b. Developed a list of activities for communicating with the Board, including the need to ensure working video-conferencing.
 - c. Development of a process to involve students in the visualization
6. **Finance Committee**
- a. Met on November 20, 2019 to discuss the budget projections for the merger. The budget is on target.
7. **Facilities Committee**
- a. New facilities
- Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to authorize the chair to enter into a contract for the acquisition of property located at 600 East 138th Street at cost not to exceed \$12,500,000 subject to review by counsel. Approved unanimously.
- b. The fire department violations were forwarded to the Landlord for follow-up.
9. **Adjournment** - Moved by Caren Goff seconded by Paul Comrie to adjourn at 7:10pm. Approved unanimously.