

**CHARTER HIGH SCHOOL FOR ARCHITECTURE  
ENGINEERING AND CONSTRUCTION INDUSTRIES**

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

Date: Tuesday, March 8, 2016  
Time: 6:00 pm  
Location 383 Brook Avenue , Bronx, NY 10454

**MINUTES**

**1. Welcome/Role Call**

Present were Carlo Schiattarella, Irma Zardoya, Andrew McLaughlin, Caren Goff, Paul Comrie

Counsel: Flora Edwards, Esq.  
Principal: Charles Gallo  
Guest: Yulys Linguanti - Victory Education Partners

**2. Approval of Minutes**

Moved by Andrew McLaughlin and seconded by Paul Comrie to approve the minutes of February 8, 2016.

**3. Principal's Report**

- a. Enrollment 403 students. There are 81 students on the wait list which is well within budget expectation
- b. Attendance is 90.6 per cent. Year to date is 92.2% which slightly exceeds the city-wide average of 92%.
- c. 22 students took the Regents Examination in Integrated Algebra with a 100% pass rate of which 15 students scored over 80%.
- d. An open house was held on Saturday, February 27, 2016 with 117 parents in attendance.
- e. Parent Teacher Conferences are scheduled for March 17 and 18.
- f. Information Technology Support T

The school received three proposals for IT support. Edit, Inc.'s proposal was the low bidder.

Moved by Andrew McLaughlin and seconded by Caren Goff to contract with Edit, Inc., to provide IT support at an annual rate not to exceed \$48,000. Approved unanimously.

- g. The School Survey Report was distributed
- h. Graduation Report was distributed. There are 81 students in the 4 year cohort of which 65 students have passed all of the Regents necessary for graduation for a minimum projected graduation rate of 80%. Of these, seven students are qualified for the Advanced Regents Diploma.

4. Academic Committee

Items included in the Principals report were covered in the Academic Committee

5. Finance Committee

A meeting of the Finance Committee was held on Monday, March 7, 2016. Revenue projections for the current fiscal are on target. Due to the increase health insurance, expenses are project to be over budget. The school will adjust the expenses in order to insure a balanced budget.

6. Facilities

Teacher survey was distributed and returned and will be analyzed with a view to planning the next steps.

7. New Business

A. Resignation of Maria Ramirez

Moved by Andrew McLaughlin seconded by Paul Comrie to regretfully accept the resignation of Maria Ramirez who was a founding member of the Board and who served with distinction as secretary of the Board with thanks for her hard work and efforts. Unanimously approved.

B. Amendment of By-Laws

WHEREAS Section 8 of the By-Laws governing AECI provides in relevant part that:

The Board of Trustees shall meet at least ten (10) times during AECI school year and as appropriate over the summer recess on dates to be determined in advance by the Board of Trustees

and,

WHEREAS the interests of the school requires that the Board of Trustees meet at least twelve (12) times during the calendar year,

BE IT HEREBY RESOLVED THAT Section 8 of the By-Laws be and here is amended as follows:

The Board of Trustees shall meet at least twelve (12) times during calendar year. Special meetings of the Board of Trustees may be called at any time by the Chairperson of the Board of Trustees, or upon a majority vote of the Trustees. Provided there is a quorum, every meeting of the Board of Trustees held to discuss public business, including official meetings of committees and subcommittees will be open to the general public in accordance with the New York Open Meeting Laws. The Board of Trustees may invite public comment during such meetings at times designated by the Chairperson of the Board of Trustees but the Board of Trustees may, at its discretion, limit public comments to ten (10) minutes per person or such lesser time period as the Board of Trustees may set. Times and locations of each meeting shall be set by the Board of Trustees

Moved by Irma Zardoya and seconded by Caren Goff. Approved unanimously.

C. Election of Board Secretary

Andrew McLaughlin nominated by Irma Zardoya, seconded Caren Goff.  
Elected by acclamation,

7. Moved by Paul Comrie and Caren Goff seconded at 8:50 pm to go into Executive Session. Approved unanimously.
8. Moved by Andrew McLaughlin and Paul Comrie to return to the record at 9:30 pm.
9. Moved by Irma Zardoya seconded by Caren Goff to sponsor an HB-1 Visa for one teacher at a cost not to exceed \$2,500.00. Approved unanimously.
10. Adjournment

Moved by Andrew McLaughlin seconded by Andrew McLaughlin to adjourn 9:30pm