



**Amber Charter School
May Board Minutes
May 08, 2024**

MEETING CHAIR:

Dr. John Gutierrez

MEETING SCRIBE:

Clarisse Alvarado

MEETING LOCATION: Inwood Elementary, 532 W 215th St, New York, NY 10034

ATTENDANCE:

Board: Amador Centeno, Tim Day, Robyn Epps, Li'Esha Garcia, Luina Muñoz-BlueSpruce, Dr. Miguelina German, Soledad Hiciano, Dr. John Gutierrez

Staff: Veronica Almedina, Clarisse Alvarado, Rose Castillo, Christine Ganey, Kirsys Gomez, Masiel Mendez

Absent: Lindsay Marino Long, Brad Olsen, Khiera Peña, Kim Ramos

Call to Order

Dr. John Gutierrez called the meeting to order at 6:16 pm.

I. EduHam Student Performance

- Mr. Keenan is the lead teacher for Education Hamilton. He explained how the program was inspired by Lin Miranda and how the students are learning with it. Lin Miranda made an engaging and historical musical, and the program teaches our students to use the same approach he used. The EduHam students also connect with Social Studies and English teachers to help with their writing.
- The two 7th-grade students, Eduardo Martinez and Mason Landa said they made a boring text fun. All of the words they rapped and sang were written by the two students themselves. They learned how to use history to write the words, but also use it with rhythm to the music.

II. Development Committee- Spring Fundraiser

- CCO shared the invitation for the upcoming Spring Fundraiser and shared a QR code for the board to give to family and friends to purchase tickets.

III. Finance Committee- Presentation of Budget for SY 24-25

- The per-pupil funding rate was approved to increase by 3.8% for 2024-25.
- Federal funding revenue decreased by \$1M due to the end of ESSER grants
- Contributions & donations decreased by \$600K due to the end of the CSGF grant commitment
- The charter center shared that no special education funding changes will occur this year. However, NSYED will be collecting data to determine funding changes for 2025-26.
- We are budgeting for 1280 students. The enrollment Budget per school is as follows:
 - **EH:** 345
 - **KBES:** 445
 - **KBMS:** 315
 - **IW:** 375
 - Direct Education Expenses increase due to a new curriculum for social studies, but it will be created in-house.
 - ESSER funding supported covering \$100 per student per month for after-school. Now that this funding has ended for SY 24-25, it will be part of our operating budget.
 - 97% of revenue is based on our student enrollment.
 - The budget is due to be submitted to CSI by July 1st
 - SST's Net Revenue should end at a zero (0) balance. The SST's school contributions should be based on SST's actual expense for the fiscal year and equally allocated based on the actual student enrollment.
 - At the end of the fiscal year, we would like to redistribute any net revenue back to the schools by entering a corrective journal entry based on the actual enrollment (per pupil reconciliation) and expenses to ensure the financial statement reflects a net revenue of \$0.

IV. Motion to Approve the 24-25 Budget

- Move: Dr. John Gutierrez
- Second: Dr. Miguelina
- Aye: All
- Nay: None
- Abstain: Soledad

V. Motion to Approve the transfer of the School Services Team surplus to the individual school accounts.

- Move: Dr. John Gutierrez
- Second: Li'Esha
- Aye: All
- Nay: None
- Abstain: None

VI. Co-CEO Report

- Day 1 of Elementary Math Testing happened today.
 - The 3rd-grade exam was fair. All students across campuses finished by lunchtime, except 5th grade at EH. They took longer because they took the computer-based state exam. Tomorrow middle school exams start.
 - The secretary suggested we check our students' eyes more because our students use more computers.
 - We offer mandatory eye testing for grades K-1, 3, and 5th grade. Grades 2, 4, 6, 7, and 8 are offered to families but are not mandatory.
- We launched work violence training for all network staff. It was asynchronous.
- The principal of Kingsbridge Elementary is on Medical Leave. The co-CEO and CPO will support the Assistant Principal while the Principal is on leave. The Assistant Principal will be the acting principal until she returns over the summer.
- During these next two months, we will talk to principals about their expenses for the school regarding the upcoming June audit.
- Based on our Student Intent to Return forms, 90% of our families will return for the 24-25 school year.
- We are contacting out-of-city districts such as Yonkers, Mount Vernon, and Greenburgh Eleven to give us funding for the students we have enrolled this school year.
- We will be closing out all our Title I by June 30th.

VII. Board Chair Report

- Board Retreat: August 2nd.

VIII. Motion to Approve April Board Minutes

- Move: Dr. John Gutierrez
- Second: Dr. Miguelina
- Aye: All
- Nay: None
- Abstain: Soledad

IX. Motion to move into executive session

- Move: Li'Esha

- Second: Amador
- Aye: All
- Nay: None
- Abstain: None

X. Motion to end executive session and adjourn the meeting

- Move: Li'Esha
- Second: Amador
- Aye: All
- Nay: None
- Abstain: None

The meeting adjourned at 7:18 PM.