

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE BOARD**

Date: Saturday, October 14, 2023  
Time: 1:40 pm  
Location: Marriott Hotel  
670 White Plains Road  
Tarrytown, New York

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Paul Comrie, Gregory Kimble, Alberto Villaman, Shameeka Gonzalez

CEO:	Derick Spaulding
Human Resources Director	Hector Rodriguez
Director of Post Secondary Readiness	Lauren Quigley
Principal AECI I	Colin Healy
A/P AECI I	Nancy Dooley
A/P Dean of Students AECI I	Nestor Payne
Director of Instruction AECI I	Tamara Williams
A/P AECI II	Christopher Mastrocola
College Counselor AECI II	Avril Guzman
Counsel:	Flora Edwards, Esq.
BoostEd:	Joshua Moreau

2. Approval of Minutes of September 12, 2023

Moved by Alberto Villaman seconded by Irma Zardoya to approve the minutes of September 12, 2023. Approved unanimously

3. CEO Report

- a. Benchmarks 1 -10 have been submitted to support the renewal process.
- b. Site visits at each school are scheduled for November to determine the progress toward meeting our benchmarks
- c. Arrangements are in place for Board Retreat which will focus on supporting a vision for future of the network and the role of the board in supporting and advancing the vision

- d. The AECI partnership with Urban Assembly to support improvements to math instructional and curriculum programs at both schools is in progress
- e. Work continues n to alignment of structures and language throughout the network

4. Human Resources Report

- a. ADP/Benefits Implementation is complete. Supplemental benefits (AFLAC, Commuter Benefits, FSA, COBRA, etc) have been secured and are on track for November 1st rollout.
- b. Capital Group (401K) - Blackout has been lifted. Employees have been provided new login credentials to view their contributions, make changes, or secure loans if eligible.
- c. 401(K) Audit - Audit has been completed and our 5550 will be filed by the end of the week.
- d. HR and Payroll Assistant - Expansion of HR to be implemented as a result of the change from the PEO system.
- e. Training and Development - Information on Sexual Harassment and Blood Bourne Pathogens training were sent to Network employees on Friday, October 6th.

5. Post Secondary Readiness Report

- a. Naviance implementation at AECI2- Student rollout has begun! Teacher/Staff implementation has begun and PD is scheduled for 10/13, 10/27, 11/10
- b. AECI Network Post-Secondary Fair, October 4th- Approx. 400 students attended, 32 institutions were represented
- c. Network PSR Alignment efforts are underway- working on scope and sequence of curriculum, building PSR “handbook”
- d. Pre-College program partnership expansion efforts have begun via SEO scholars, OppNet

6. Principal’s Report - AECI I

- a. 123 9th Grade Students and 453 students overall. Last year on this date we had 429.
- b. Attendance fo September was 88.31%

- c. SAT Day for Select Seniors was held on October 11, 2023
- d. Saturday Academy has begun for Seniors
- e. School Events and Activities include:
  - I. Harvest Fest was held on September 23, 2023
  - ii. The AECI Network Second Annual College Fair was held on September 28, 2023 with thirty-five colleges participated and was attended by both AECI I and AECI II students
  - iii. Club activities began with a trip to encourage team building.
  - iv. The School Store is up and running, it is averaging \$160 a day. Proceeds are used to supports senior scholarships and events.
  - v. 80 9th Grade students visited Lehman College and St. Francis College.
  - vi. Spirit Week was held on the week of October 16th and will culminate in the Homecoming Dance.

7. Principal's Report AECI II

- a. School opened for the 2023-24 year on September 7, 2023
- b. Enrollment is at 462 Students comprised of 135 Freshmen, 124 Sophomores, 123 Juniors and 80 Seniors.
- c. Attendance is at 83.4%
- d. No staff members or students tested positive for COVID.
- e. School Events and Activities
  - i. PTO Meeting was held on September 14, 2023
  - ii. Orientation for New Parents was held on September 21, 2023
  - iii. Senior Team Building Ropes course was held on September 2, 2023
  - iv. The Club Fair was held on October 4, 2023

4. Personnel Committee Report

A. The committee met and reviewed the resumes for approval of the following new staff:

i. AECI I : New Hires

<b>Name</b>	<b>Title</b>
Lucia Evangelista Cortorreal	Maintenance - Cleaning
Hector Paez	Maintenance - Cleaning
Karol Ochoa	Maintenance - Cleaning

ii. AECI 2: New Hires

<b>Name</b>	<b>Title</b>
John Giraldo	Custodian
Julieta Pava Ortiz	Environmental Service Aide

Moved by Irma Zardoya seconded by Alberto Villaman Unanimously approved,

5. Finance Committee Report

The finance committee met on October 2, 2023 to review the audit report for FY 2022-23.

The audit partner reviewed the report noting that there were no findings and the financial management was in full compliance,

Moved by Shameeka Gonzalez, seconded by Irma Zardoya to accept the Auditor’s Report for 2022-23 which was presented to the Finance Committee. Approved unanimously

6. Facilities Committee

To be discussed in Executive Session

7. Executive Session

Moved by Alberto Villaman . Seconded by Gregory Kimble at 2:05pm to go into Executive Session to discuss real estate. Approved unanimously.

Moved by Irma Zardoya seconded by Gregory Kimble at 2:41pm to return to the record. Approved unanimously

8. Moved by Paul Comrie seconded by Shameeka Gonzalez at 2:42pm to adjourn. Approved unanimously.