



American Dream Charter School

ADCS Board of Trustees Monthly Meeting

Published on March 20, 2023 at 2:39 PM EDT

Amended on March 20, 2023 at 4:32 PM EDT

Date and Time

Monday March 20, 2023 at 5:30 PM EDT

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		1 m
II. Educational Success			5:32 PM
A. BENCHMARK 1: Student Performance			5 m
B. BENCHMARK 2: Teaching and Learning	Vote	Melissa Melkonian	5 m
• SY23-24 Calendar Approval			
C. BENCHMARK 3: Culture, Climate, and Student and Family Engagement			5 m
III. Organizational Soundness			5:47 PM

	Purpose	Presenter	Time
A. BENCHMARK 4: Financial Condition		Nicholas Gallagher	
<ul style="list-style-type: none"> • Accounts Balance Review 			
B. BENCHMARK 5: Financial Management	Vote	Nicholas Gallagher	5 m
<ul style="list-style-type: none"> • Approve the tax return for ADCS. 			
C. BENCHMARK 6: Board Oversight and Governance	Discuss	Nicholas Gallagher	5 m
<ul style="list-style-type: none"> • Board Member Term Renewal <ul style="list-style-type: none"> ◦ L. Rojas ◦ Z. Martinez ◦ A. Cabrera • BoardServe NY 			
D. BENCHMARK 7: Organizational Capacity			5 m
IV. Faithfulness to Charter & Law			6:02 PM
A. BENCHMARK 8: Mission and Key Design Elements			5 m
B. BENCHMARK 9: Enrollment, Recruitment, and Retention			5 m
C. BENCHMARK 10: Legal Compliance			5 m
V. Other Business			
VI. Closing Items			
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: 2023_02_27_board_meeting_minutes.pdf



American Dream Charter School

Minutes

ADCS Board of Trustees Monthly Meeting

SY22-23

Date and Time

Monday February 27, 2023 at 5:30 PM

Location

American Dream Charter School
403 Concord Ave, Bronx, NY 10454, USA, <https://us02web.zoom.us/j/3880187236>
Hybrid Virtual

Trustees Present

A. Cabrera (remote), L. Rojas (remote), R. Espinal (remote), Z. Martinez (remote)

Trustees Absent

P. Simon, T. Hernandez

Guests Present

C. Miranda, M. Melkonian (remote), N. Gallagher (remote), Zaid Mohammed (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

L. Rojas called a meeting of the board of trustees of American Dream Charter School to order on Monday Feb 27, 2023 at 5:45 PM.

C. Approve Minutes

L. Rojas made a motion to approve the minutes from ADCS Board of Trustees Monthly Meeting on 01-23-23.

- A. Cabrera seconded the motion.
- The board **VOTED** unanimously to approve the motion.

II. Educational Success

A. BENCHMARK 1: Student Performance

M. Melkonian

- Third instance of interim assessments NWEA to measure growth for our students. Will share growth chart for March'23 meeting. Transitioned from SRI/SMI to NWEA strong recommendation from NYSED. Grantors also measure student performance through this. Comparative analysis for next meeting.
- College & Career Readiness - HS students will begin receiving acceptance letters from colleges including competitive schools.
 - Seal of Biliteracy
 - Year 1 - 47%
 - Year 2 - 52%
 - Goal this year is 90%
 - Seal of Civic Readiness - we are working on this.

B. BENCHMARK 2: Teaching and Learning

C. BENCHMARK 3: Culture, Climate, and Student and Family Engagement

M. Melkonian

- SY22-23 is different from last school year. We learned different ways the students were coping with trauma from the pandemic. We put things in place to assist them.
 - Non-aggressive behaviors - vaping, bringing in substances
 - Have educated students and parents.
- Less student suspensions and more student engagement. Moved away from punitive ways to celebrating our students. Recognizing and incentivizing our students. Almost back to ADS Years 1 - 6.

III. Organizational Soundness

A. BENCHMARK 4: Financial Condition

N. Gallagher

- All Account Balances Reviewed

N. Gallagher

- February 16, 2023 Accounting Solutions met with ADCS Finance Committee.
- Proposed updating salary for instructional staff.
- Proposed bonuses for instructional and administrative staff.
 - These were approved by the ADCS Finance Committee to be adopted by the full ADCS Board.
 - Joined by Zaid Mohammed from Accounting Solutions to discuss the proposals.

- Salary Schedule - many factors to be more competitive, compounded by pandemic, trends that Gov. Hochul is proposing, trends we are seeing in the Profession of Education in NYC, over last 10 years enrollment has significantly dropped, NYC Men Teach (develop a pipeline to get new teachers into the field), pandemic teachers have left the field and a broader phenomenon
 - Hiring and retaining diverse, bilingual, we must become stronger financial candidates
 - Based it off of UFT Schedule +5%, salaries remained flat after the pandemic over the last 2 years we have maintained Feb'2019 instructional schedule for instructors. Some teachers are below the UFT schedule. Solution proposed use current UFT Schedule plus 5% to update.
 - Offer signing bonus that return to bonus \$2k (will be paid out in November'23), offer Spring bonus (admin & instructional staff) pay out on April 3rd to boost morale - input from BoT Member T. Hernandez & Longevity incentive (5 year bonus, 7 year bonus & 10 year bonus) celebrate, incentivize them and retain staff members.
 - R. Espinal - Reviewed how this would impact next two years budget. Make everyone feel appreciated for the work they do. Robust budget that we have been able to sustain.
 - Retirement match included
 - These can be discontinued at any time if we are unable to sustain.
- L. Rojas
 - **Motion to Approve the revised salary schedule and bonuses for longevity and spring. 6:13pm**
Seconded by Roselin Espinal Unanimously approved.

B. BENCHMARK 5: Financial Management

C. BENCHMARK 6: Board Oversight and Governance

D. BENCHMARK 7: Organizational Capacity

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:17 PM.

Respectfully Submitted,
L. Rojas

Coversheet

BENCHMARK 2: Teaching and Learning

Section: II. Educational Success
Item: B. BENCHMARK 2: Teaching and Learning
Purpose: Vote
Submitted by:
Related Material: 2023-2024 DRAFT Calendar (1).pdf



Academic Calendar 2023-2024

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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20	21	22	23	24	25	26
27	28	29	30	31		
						4

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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24	25	26	27	28	29	30
						19

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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22	23	24	25	26	27	28
29	30	31				
						21

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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31						15

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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31						20

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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28	29	30				
						15

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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26	27	28	29	30	31	
						21

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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23	24	25	26	27	28	29
30						17

Federal Holidays 2023/24

Jul 4, 2023	Independence Day	Nov 11, 2023	Veterans Day	Jan 15, 2024	Martin L. King Day
Sep 4, 2023	Labor Day	Nov 23, 2023	Thanksgiving Day	Feb 19, 2024	Presidents' Day
Oct 9, 2023	Indigenous People Day	Dec 25, 2023	Christmas Day	May 27, 2024	Memorial Day
Nov 10, 2023	Veterans Day (obs.)	Jan 1, 2024	New Year's Day	Jun 19, 2024	Juneteenth



August 14: SLT Teacher Academy

August 16-25: All Staff Teacher Academy

October : Interim Assessment #1

December : Interim Assessment #2

December 26- January 3: Winter Break

January : Regents Administration

February : Interim Assessment #3 (Mock Test)

February 15-23: Mid-winter Recess

April 22-April 30: Spring Break

April 10-12: NYS ELA Exam (6-7)

April - May: NYSESLAT Speaking
May: NYSESLAT Reading, Writing, Listening

May 7-9: NYS Math Exam (6-7)

May- June : 8th Grade Science Performance Exam
June : 8th Grade Science Written Exam

June Regents Administration

Important Dates [INTERNAL CALENDAR]

August 14: Secondary Leadership Team Teacher Academy

August 16-25: All Staff Teacher Academy

August 28: First Day of School

September 1: SCHOOL CLOSED (PD Day for Staff)

September 4: SCHOOL CLOSED (Labor Day)

September 5: MP1 Begins

October 5: FASC #1

October 9: SCHOOL CLOSED (Indigenous People's Day)

November 7: Election Day (school in session)

November 3: End of MP1

November 6: MP2 Begins

November 21: Thanksgiving Potluck

November 22-24: SCHOOL CLOSED (Thanksgiving Break)

December 14: FASC #2

December 23- January 2: SCHOOL CLOSED (Winter Break)

January 3, 2024: Students and staff return

January 15: SCHOOL CLOSED (MLK, Jr. Day)

January 23-26: HS Regents Week

January 29: End of MP2

January 30 MP3 Begins

February 16-23: SCHOOL CLOSED (Mid-Winter Break)

March 21: FASC #3

March 22: SCHOOL CLOSED (Mental Health Day)

April 5: End of MP3

April 8: MP4 Begins

April 22-30: SCHOOL CLOSED (Spring Break)

May 16: FASC #4

May 24-27: SCHOOL CLOSED (Memorial Day)

June 4: Algebra I Regents

June 14: End of MP4

June 19: SCHOOL CLOSED (Juneteenth)

June 14-26: HS Regents

June 21: HS Graduation

June 26: Last day for staff and students

Family and School Conferences

2:00PM – 7:00PM

- #1: October 5, 2023
- #2: December 14, 2023
- #3: March 21, 2024
- #4: May 16, 2024

Coversheet

BENCHMARK 6: Board Oversight and Governance

Section: III. Organizational Soundness
Item: C. BENCHMARK 6: Board Oversight and Governance
Purpose: Discuss
Submitted by:
Related Material: Board Member Job Description.pdf



Board of Trustees Member Job Description

About the American Dream School

The American Dream School is a dual-language (Spanish/English) school serving grades 6 -12 in the Mott Haven area of the South Bronx. Opened in Fall of 2014, we offer a project-based, dual-language program that cultivates bilingualism and biliteracy.

The American Dream School graduated our first-ever senior class in June of 2021, 90% of the graduates of which will be “Triple-First:” first to graduate ADS, first-generation American, and first in their families to attend college.

Board of Trustees and Governance

The Board of Trustees of The American Dream School (the “Board”) is responsible for ensuring that the school is living up to its mission, operating in compliance with its charter and all applicable state and federal laws and for the overall governance; it will retain final authority over all aspects of the school.

About the Position

The American Dream School’s Board of Trustees’ fundamental responsibility is to chart the school’s course and ensure that it has the adequate resources it needs to fulfill its mission. The Board has a unique role in finance and budgeting, and in preserving and expanding physical resources. The Board will also be called on to participate and represent the school in fundraising events and activities.

Responsibilities of the Board will include: setting strategic goals for the school, hiring, overseeing and evaluating the Principal, approving the annual budget, responding to parent complaints and acting as the final point of accountability for the school in its relationship with the Board of Regents as the chartering entity.

510 E. 141st Street, 4th Floor
Bronx NY, 10454
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www.theamericandreamschool.org



Specific responsibilities include, but are not limited to:

- Setting and clarifying the school's mission and purpose
- Appointing, supporting, and evaluating the principal's performance
- Preparing and implementing monthly board meetings
- Supporting the school's engagement in sound strategic planning
- Reviewing the school's educational programs
- Assuring the school is meeting its benchmark goals as outlined in the charter
- Making informed, data-driven decisions to ensure the success of the school
- Participating in fundraising
- Recruiting new board members
- Ensuring good financial management
- Relating the school to the outside community and the outside community to the school
- Assessing its own performance as a board
- Communicating with the Board of Regents when necessary
- Participating in a parent, student or staff grievance process
- Delegating responsibilities to others in accordance with the bylaws

The composition of the Board of Trustees of The American Dream School reflects strategic expertise, resources, and perspectives needed to achieve the mission and strategic objectives of the school.

Qualifications for service on the Board of Trustees are:

- Belief in the mission and vision of The American Dream School
- Expertise that will advance the mission of the school
- Understanding of and commitment to the duties of a board member
- Agreement with the Bylaws
- Commitment of time and energy to supporting The American Dream School through: board training, analyzing financial statements, reviewing board documents before board meetings, attending monthly board meetings, serving on committees to which they are assigned, promoting and attending fundraising events, and supporting additional initiatives.

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