



# American Dream Charter School

## ADCS Board of Trustees Monthly Meeting

### SY25-26

Published on September 15, 2025 at 1:46 PM EDT

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#### Date and Time

Monday September 15, 2025 at 5:30 PM EDT

#### Location

Zoom

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Minutes	Approve Minutes		1 m
<b>D.</b> Executive Session - HR Matters	Vote	Nicholas Gallagher	5 m
<b>II. Educational Success</b>			<b>5:37 PM</b>
<b>A.</b> Benchmark 1: Student Performance			

	Purpose	Presenter	Time
<b>B.</b> Benchmark 2: Teaching and Learning <ul style="list-style-type: none"> <li>• Update on Start of SY2526</li> </ul>	Discuss	Melissa Melkonian	5 m
<b>C.</b> BENCHMARK 3: Culture, Climate, and Student and Family Engagement		Melissa Melkonian	5 m
<b>III. Organizational Soundness</b>			<b>5:47 PM</b>
<b>A.</b> BENCHMARK 4: Financial Condition <ul style="list-style-type: none"> <li>• <b>Account balances</b></li> </ul>		Nicholas Gallagher	5 m
<b>B.</b> BENCHMARK 5: Financial Management <ul style="list-style-type: none"> <li>• ADCS Financial Report at 06-30-2025 for Board's Review</li> <li>• Audit Update</li> </ul>	Discuss	Nicholas Gallagher	5 m
<b>C.</b> BENCHMARK 6: Board Oversight and Governance:  Board Assessment Results - SY2425	Vote	Nicholas Gallagher	5 m
<b>D.</b> BENCHMARK 7: Organizational Capacity <ul style="list-style-type: none"> <li>• Staffing Update</li> <li>• HS Leadership Update</li> </ul>	FYI	Nicholas Gallagher	5 m
<b>IV. Faithfulness to Charter &amp; Law</b>			<b>6:07 PM</b>
<b>A.</b> BENCHMARK 8: Mission and Key Design Elements			5 m
<b>B.</b> BENCHMARK 9: Enrollment, Recruitment, and Retention <ul style="list-style-type: none"> <li>• <b>6th Grade Enrollment update for SY2526</b></li> <li>• <b>Admissions Policy Revision - Accepting applications 10/1 instead of 11/1</b></li> </ul>		Nicholas Gallagher	5 m

	Purpose	Presenter	Time
C. BENCHMARK 10: Legal Compliance			5 m
V. Other Business			
VI. Closing Items			
A. Adjourn Meeting	Vote		

# Coversheet

## BENCHMARK 6: Board Oversight and Governance:

<b>Section:</b>	III. Organizational Soundness
<b>Item:</b>	C. BENCHMARK 6: Board Oversight and Governance:
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	FY24-25 Board Assessment Results.pdf Board Assessment Report.pdf

[Board Assessments](#) > [FY24-25 Board Assessment](#) > Recommendations

## Recommendations

Based on 5 of 5 completed participants

### CONGRATULATIONS!

Your board is at a level 5 in all areas!

### We also recommend that your board should:

- Frequently review the members only [Governance and Training Resources](#)
- Attend [training events](#) in your area

# FY24-25 Board Assessment

## Board Assessment Report

OPENED 6/16/2025

EXECUTIVE  
DIRECTOR



BOARD MEMBERS

AC Angelo Cabrera LR Luz Maria Rojas PS Patricia Simon RE Roselin Espinal  
ZM Zuleika Martinez

Completed



LEGEND

- BOARD** Average for all participating board members
- Executive Director** One Executive Director
-  One individual board member
-  Insufficient Data

# Overview

Board Meetings

Board

LEVEL 5

Executive Director

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# Summary

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Board Meetings					BOARD
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# Board Meetings

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Yearly Meeting Plan					BOARD
Board Meeting Agenda					BOARD
Board Meeting Materials					BOARD
Board Meeting Content					BOARD
Board Meeting Facilitation					BOARD
Board Meeting Minutes					BOARD
Board Meeting Evaluation					BOARD
Open Meeting Law Compliance					BOARD

*Please provide any additional comments, questions and concerns.*

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no other concerns

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I truly believe that our Chair of our Board in collaboration with ADS senior staff are doing an amazing job supporting our mission and vision of our charter school. AS a board members, we have access to all the information, data, strategic planning to make the right decisions to support our school Director.

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Generated on Sep 15, 2025 at 1:42 PM EDT by Nicholas Gallagher

# Coversheet

## BENCHMARK 9: Enrollment, Recruitment, and Retention

<b>Section:</b>	IV. Faithfulness to Charter & Law
<b>Item:</b>	B. BENCHMARK 9: Enrollment, Recruitment, and Retention
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	Admissions Policy - updated SY2223.docx Admissions Policy- Redlined - 9.15.25.docx



## **Admissions Policies and Procedures**

American Dream Charter School (The American Dream School) is a public charter school that will have open admission for students who live in New York State. The American Dream School shall not discriminate against or limit the admission of any student on any unlawful basis, including on the basis of ethnicity, national origin, gender, disability, intellectual ability, measures of achievement or aptitude, athletic ability, race, creed, gender, religion or ancestry. The American Dream School may not require any action by a student or family (such as an admissions test, interview, essay, attendance at an information session, etc.) in order for an applicant to either receive or submit an application for admission to that school. Our school is dedicated to serving the needs of the community. In order to be admitted, students must be residents of New York State. Students will not need any type of testing or assessment in order to be admitted.

Each year, there will be 87 seats available for incoming 6<sup>th</sup> grade students. Parents who wish to enroll their child at The American Dream School will be encouraged to attend an orientation and complete an application. Applications will be available in English and Spanish and kept at the front desk at each campus. The application will request that parents provide basic information regarding the student's address, prior school, grade level and sibling status. Additionally, the application will have an optional area to designate if the child is an English Language Learner (ELL) and an optional area to designate if the child is a Student with Disabilities (has an Individual Education Plan). If an applicant chooses not to provide the optional information, the applicant cannot be disqualified for admission to the school (although the applicant will not receive the admissions preference).

### **Enrollment Period and Admissions Lottery**

Beginning in October, The American Dream School will advertise open registration periods as well as information sessions for parents. In order to ensure The American Dream School is a good fit, interested families are strongly encouraged to attend an information session to learn more about the mission and vision of the school before submitting an application.

In accordance with the Commissioner's Regulation Section 119.5(b) The American Dream School shall provide public notice of the date, time and place of the lottery, consistent with Public Officers Law section 104 and if such lottery is provided during a school closure ordered pursuant to an Executive Order of the Governor pursuant to a State of emergency for the COVID-19 crisis, such notice shall also be posted on the charter school's website.

Beginning on November 1<sup>st</sup>, The American Dream School will accept applications for the next school year. Parent/Guardian(s) are encouraged to submit applications through our online application portal [<https://theamericandreamschool.schoolmint.net>]. However, paper copies of the application will be made available upon parent request by phone, email or in person. The lottery will be held in early April. The school will determine the exact lottery date in October of each school year and announce the date on our website. Applications received up to but no later than 12 noon on the date of the lottery will be included in the lottery. A lottery will only be conducted if the number of applications exceeds the number of seats at American Dream.



Students will be notified via mail and phone call of their acceptance following the lottery. Families of accepted students will be required to submit an expression of interest form confirming their student's intent to attend The American Dream School. Parents will then be invited to a more detailed information session about the school, where they will have an opportunity to complete all required school enrollment paperwork. Under NYS law, The American Dream School is required to obtain the following information from each household when enrolling a student.

A. Student Information Proof of Student's Age:

- a copy of a Birth certificate, passport, Baptism, or notarized letter explaining circumstance for why information is not available, and the process being taken to acquire necessary documents;
- Up-to-date immunization record;
- Health Examination Form(s),
- Student Records:
  - ☐ Most recent transcript and report card, where applicable;
  - ☐ Student's most recent IEP and evaluation documents, where applicable.

B. Household Information One - (1) of the following documents below providing proof of address:

- ☐ Lease agreement, deed, or mortgage statement for the residence;
- ☐ A residential utility bill (gas or electric) in the resident's name issued by a utility company (e.g., Con Edison); must be dated within the past 60 days;
- ☐ A cable/television bill providing service to address. It must include the name of the parent and the address of the residence and be dated within the past 60 days;
- ☐ Documentation or letter on letterhead from a federal, state, or local government agency, including the IRS, the City Housing Authority, the federal Office of Refugee Resettlement, the Human Resources Administration, or the Administration for Children's Services (ACS), or an ACS subcontractor, indicating the resident's name and address; must be dated within the past 60 days;
- ☐ A current property tax bill of the address with name of parent;
- ☐ A water bill of the address, must be dated within the past 90 days and with name of parent;
- ☐ Rent receipt including name and address, dated within the past 60 days;
- ☐ State, city, or other government issued identification (including an IDNYC card), which has not expired and includes address;
- ☐ Income tax form for the last calendar year;
- ☐ Official NYS Driver's License or learner's permit, which has not expired;
- ☐ Official payroll documentation from an employer issued within the past 60 days such as a paystub with home address, a form submitted for tax withholding purposes, or payroll



receipt (a letter on the employer's letterhead is not adequate); must include home address and be dated within the past 60 days;

- ☐ Voter registration documents, which include the name of the parent and the address of residence;
- ☐ Unexpired membership documents based upon residency (e.g., neighborhood residents' association), which include the name of the parent and the address of residence;
- ☐ Evidence of custody of the child, including but not limited to judicial custody orders or guardianship papers; documents must have been issued within the past 60 days and must include name of student and address.

All required materials will be due by May 15<sup>th</sup> of each year. Families will be notified that students' whose enrollment information is incomplete after May 15<sup>th</sup> will lose their seat and will be moved to the next spot on our waitlist. Seats that become available due to incomplete enrollment paperwork will be offered to the next student on the waitlist.

Once the first round of notifying admitted students has been completed, ADS staff will begin a new round of communication to contact waitlisted students in order of their waitlist number. The wait list will be structured using the same preferences as the admissions lottery. For example, if an ELL student that resides in district 7 is added to the waitlist, instead of being added to the end of the entire waitlist, this student would be added to the end of the group of waitlisted students with the same district 7 and ELL preferences. Students will only be removed from the waitlist if they decline acceptance or do not respond after two rounds of notifications.

The American Dream School will accept applications for admission to 6<sup>th</sup> grade, for which 87 students will be accepted. Vacancies in all other grades will be filled by students on our waitlist. A new waitlist is created each year for all grades. Students on a waitlist will be notified of their acceptance based on their waitlist number. English Language Learner status is checked for all students that apply to The American Dream School in order to confirm eligibility for the lottery ELL preference. ELL status is confirmed in A.T.S., the New York City public school administrative system, by a school staff member prior to the lottery

### Lottery

In the event of a need for a lottery, admission preference will be granted in the following manner:

- First Preference: Returning students will automatically have a seat at American Dream
- Second Preference: Siblings of students who are already enrolled at American Dream<sup>1</sup>
- Third Preference: Children of current American Dream School Employees<sup>2</sup>

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<sup>1</sup> Siblings are two or more children that are related by either birth or means of the same father/mother or legal adoption.

<sup>2</sup> Students admitted per this preference will not exceed 15% of the total student enrollment at The American Dream School.



- Fourth Preference: Students indicating on the admissions application that they speak a language other than English at home or are currently receiving English Language Learner services who live in Community School District 7
- Fifth Preference: Students who reside in New York State but outside of Community School District 7 indicating on the admissions application that they speak a language other than English at home or are currently receiving English Language Learner services.
- Sixth Preference: Students who reside in Community School District 7
- Seventh Preference: Students who reside in New York State but outside of Community School District 7
- Weighted Application Option : Students indicating on the admissions application that they have an Individual Education Plan will receive a 2:1 weight in the lottery (e.g. two opportunities to be selected in the lottery) in their favor for admission.<sup>3</sup>

If the number of applications exceeds the number of seats available, The American Dream School will conduct its lottery through our enrollment management system and will be observed by a third party auditor. If vacancies arise during the course of the year, we may use names on our waitlist to fill seats.

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<sup>3</sup> If an application indicates that a student has an Individual Education Plan and they are offered a seat through the lottery or waitlist process, the applicant will be required to provide appropriate documentation prior to the student's enrollment. If a seat is offered based on insufficient information, the offer will be rescinded, and the seat will be offered to the next student on the waitlist.



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- A cable/television bill providing service to address. It must include the name of the parent and the address of the residence and be dated within the past 60 days;
- Documentation or letter on letterhead from a federal, state, or local government agency, including the IRS, the City Housing Authority, the federal Office of Refugee Resettlement, the Human Resources Administration, or the Administration for Children's Services (ACS), or an ACS subcontractor, indicating the resident's name and address; must be dated within the past 60 days;
- A current property tax bill of the address with name of parent;
- A water bill of the address, must be dated within the past 90 days and with name of parent;
- Rent receipt including name and address, dated within the past 60 days;
- State, city, or other government issued identification (including an IDNYC card), which has not expired and includes address;
- Income tax form for the last calendar year;
- Official NYS Driver's License or learner's permit, which has not expired;
- Official payroll documentation from an employer issued within the past 60 days such as a paystub with home address, a form submitted for tax withholding purposes, or payroll



receipt (a letter on the employer's letterhead is not adequate); must include home address and be dated within the past 60 days;

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