

**New Dawn Charter Schools Board of Trustees**

**April 28, 2026**

**11:00 a.m.: Board Meeting Minutes**

**New Dawn Charter High School  
242 Hoyt Street  
Brooklyn, NY 11217**

**New Dawn Charter High School II  
89-25 161st Street  
Jamaica, NY 11432  
347-505-9101**

**Board Members present:** Mr. Ronald Tabano, Chairperson, Brian Baer, Secretary, Mr. Jeffrey Casio, Vice Chair, Mr. Daniel Lewis, board member.

**Board Members Absent:**

**Staff Members/ Visitors Present:** NDCS: Dr. Sara Asmussen, Chief Executive Director; Mr. Steve Ramkissoon, CFO, Ms. Dominique Fuentes, CHRO, Dr. Lisa DiGaudio, CAO, Mr. Jose A. Obregon, COO, Ms. Emily Predmore, Data Specialist  
NDCHS: Ms. Janisha Crawley, Acting Principal, NDCHS II: Mr. Muhammad Bilal, Principal,

**General Meeting**

Mr. Tabano greeted all the attendees then asked the board members if there was a motion to accept and approve the April 2026 Board of Trustees meeting agenda.

**I. Resolution: April Agenda—Ronald Tabano**

**Motion:** Mr. Jeffrey Casio motioned to accept and approve the April 2026 Board of Trustees meeting agenda.

**Motion Seconded:** Mr. Brian Baer seconded the motion.

**Vote:** The board voted unanimously to accept and approve the April 2026 Board of Trustees meeting agenda.

Mr. Tabano then asked the board members if there was a motion to accept and approve the March 2026 Board minutes.

**II. Resolution: March 2026 Board Minutes—Mr. Ronald Tabano**

**Motion:** Mr. Brian Baer motioned to accept and approve the March 2026 Board of Trustees minutes.

**Motion Seconded:** Mr. Jeffrey Casio seconded the motion.

**Vote:** The board voted unanimously to accept and approve March 2026 Board of Trustees minutes.

**III. Financials—Mr. Steve Ramkissoon**  
**Benchmark 4: Financial Condition**  
**Benchmark 5: Financial Management**

**a. Monthly Financials**

Mr. Ramkissoon reported to the board that currently the Brooklyn school has three hundred ten (310) students enrolled versus the three hundred-fifty (350) student enrollment goal. He also reported that the school remains on track to meet its yearly financial objectives. Mr. Ramkissoon further reported that the Queens school has met its three hundred fifty (350) student enrollment goal and is also on track to meet its financial objectives. Mr. Ramkissoon then concluded his financial report by stating that he saw no red flags in either school financially. He then asked if there were any questions. There were no questions.

Mr. Tabano then asked the board members if there was a motion to accept and approve the March 2026 financials.

**Resolution: Approval of Financials**

**Motion:** Mr. Brian Baer motioned to accept and approve the March 2026 financials.

**Motion Seconded:** Mr. Dan Lewis seconded the motion.

**Vote:** The board voted unanimously to accept and approve the March 2026 financials.

**b. SAX Audit Contract**

Mr. Ramkissoon informed the board member that SAX Auditing company would like to start the annual audit early this year. Mr. Ramkissoon also stated that, normally, they would submit their proposal so they can start the Audit in July. However, this year they submitted their engagement letter earlier. Mr. Ramkissoon also stated that the cost of the audit has gone up by only one thousand (1K) dollars which is reasonable. Therefore, Mr. Ramkissoon recommended to the board that it accept the audit proposal. Mr. Tabano then stated that the school is familiar with SAX and he supports using them again. Mr. Tabano then asked the board members if there was a motion to accept the SAX audit contract for New Dawn this fiscal year.

**Resolution: SAX**

**Motion:** Mr. Brian Baer motioned to accept and approve the SAX audit contract for New Dawn Charter School this fiscal year.

**Motion Seconded:** Mr. Dan Lewis seconded the motion.

**Vote:** The board voted unanimously to accept and approve SAX audit contract for New Dawn Charter School this fiscal year.

**IV. Contracts/Policies—Various**  
**Benchmark 1: Student Performance**  
**Benchmark 2: Teaching and Learning**  
**Benchmark 5: Financial Management**  
**Benchmark 6: Board Oversight & Governance**

**a. IXL Measurement Contract—Dr. Lisa DiGaudio**

Dr. DiGaudio explained to the board members that IXL is the tool that schools use to do pre-testing for reading and math. Dr. DiGaudio stated that both schools will utilize the program, and licensing fees remain reasonable without any out of the ordinary costs. Finally, Dr. DiGaudio recommended to the board that it approves renewal of the IXL measurement contract.

Mr. Tabano asked the board members if there was a motion to accept and approve the renewal of the IXL Measurement contract.

**Resolution: IXL**

**Motion:** Mr. Dan Lewis has motioned to accept and approve the renewal of the IXL Measurement contract.

**Motion Seconded:** Mr. Jeffrey Casio seconded the motion.

**Vote:** The board voted unanimously to accept and approve the renewal of the IXL Measurement contract.

**b. Chalk Contract—Dr. Lisa DiGaudio**

The Chalk contract was not received, therefore, the board tabled voting on this item.

**c. TIER LTW Contract—Dr. Sara Asmussen**

Dr. Asmussen explained to the board members the stipulations that the Learning to Work Grant required. Dr. Asmussen explained that the grant application is due the last week in May and that the only way to meet the deadline with our current work load is to hire a consultant. Dr. Asmussen stated that the consultant that she is recommending has agreed to put in writing that if for some reason the consultants do not submit the grant, New Dawn will be reimbursed for all payments made to date. Mr. Tabano asked, who is the CMO for the grant and Dr. Asmussen confirmed that it will be New Dawn Charter Schools.

Mr. Tabano then asked the board members if there was a motion to accept and approve the TIER LTW Contract.

**Resolution: TIER**

**Motion:** Mr. Brian Baer motioned to accept and approve the TIER LTW contract.

**Motion Seconded:** Mr. Dan Lewis seconded the motion.

**Vote:** The board voted unanimously to accept and approve the TIER LTW contract.

**d. CCTV Contract—Mr. Jose Obregon**

Mr. Obregon informed the board members that there is a need to install two (2) additional CCTV cameras on the rooftop landing in Stairwell A and B at the Brooklyn school. Mr. Obregon also stated that, lately, students have been venturing to the roof landing and are hiding there. To prevent this from happening, there is a need to have cameras installed that will alert staff when someone travels up to the roof without permission. Additionally, Mr. Obregon informed the board that the camera in the reception area in the main lobby that was damaged by the water leak

incident needs to be replaced. Mutual Security, the security company that the school currently contracts, will do the installation.

Mr. Tabano asked the board members if there was a motion to accept and approve the Mutual Security Co, CCTV contract.

**Resolution: CCTV Contract**

**Motion:** Mr. Brian Baer motioned to accept and approve the Mutual Security Co, CCTV contract.

**Motion Seconded:** Mr. Jeff Casio seconded the motion.

**Vote:** The board voted unanimously to accept and approve the Mutual Security Co, CCTV contract.

**V. Proposed Board Member**

**a. Susan Tenner—Mr. Ron Tabano**

Mr. Tabano asked the board members if they all received Ms. Susan Tenner’s resume, who is being considered as a new board member for the New Dawn Charter Schools board of trustees. All the board members confirmed that they did receive Ms. Tenner’s resume. All board members agreed that she was an exceptional candidate for board member.

Mr. Tabano then asked if there was a motion to accept and approve Ms. Susan Tenner as a New Dawn Charter Schools board of trustees member.

**Motion:** Mr. Brian Baer motioned to accept and approve Ms. Tenner as a New Dawn Charter Schools board of trustees member.

**Motion Seconded:** Mr. Jeffrey Casio seconded the motion.

**Vote:** The board unanimously declared that the New Dawn Charter Schools Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Susan Tenner as a member to its Board of Trustees, with a term expiring on June 30, 2027, pending approval by NYSED. The resolution approving Susan Tenner is adopted upon NYSED’s approval.

**b. Potential Newburgh Board Member—Dr. Sara Asmussen**

Dr. Asmussen reported to the board that Ms. Nyddia Lugo is back from sabbatical leave, and that she has identified a retired teacher who is from Newburgh, NY who is interested in becoming an NDCS Board member.

**VI. Newburgh Update—Various**

Dr. Asmussen also stated that there seems to be a growing interest from people that live in the Newburgh area to become board members and that she would inform the board of any new events or developments regarding Newburgh as they become available.

**VII. Renewal NDCHS Update**

Dr. Asmussen informed the board members that two benchmarks were already completed. Dr. Asmussen also stated that when Mr. Paolo Giovine from NYSED came to conduct an onsite visit, it went very well. Dr. Asmussen stated that the renewal process will be completed by August 2026.

**VIII. Staff Recruitment—Ms. Dominique Fuentes**

**Benchmark 2: Teaching and Learning**

Ms. Fuentes informed the board that, regarding Newburgh, tomorrow morning she will have a recruitment meeting with the executive director at SUNY orange at Newburg, NY. Ms. Fuentes also stated that this will be a great partnership and she is looking forward to that meeting. Regarding staffing and recruiting, Ms. Fuentes confirmed that there is still a need for two (2) SPED teachers and a counselor. Ms. Fuentes stated that she is still in the process to fill those vacant positions.

**a. Update on JD/Evaluation Process**

Ms. Fuentes stated that New Dawn is in the final stage of rolling out the JD/Evaluation process program. The target date is the end of quarter two, or early Quarter Three, for the performance evaluation program to be implemented across both campuses. Ms. Fuentes then asked if there were any questions. There were no questions.

**VII. Student Recruitment**

**Benchmark 6: Board Oversight & Governance**

**Benchmark 7: Organizational Capacity**

**a. Closed**

**VIII. School Updates**

**a. Brooklyn—Ms. Janisha Crawley**

Ms. Crawley informed the board members that ELA field testing will commence in May 2026 and the speaking portions for NYESLAT are still ongoing. Also, that portion of the NYESLAT is scheduled to be completed by the end of this week for most of the students. Ms. Crawley reported that the BARR Conference went well where she made a presentation at the conference where she talked about what programs are implemented at New Dawn Charter School. Ms. Crawley also stated that there were approximately twenty-seven (27) attendees who reached out to her asking how New Dawn conducts its programs. Ms. Crawley stated that post observations are completed and that projections will be done by the end of this week. Finally, Ms. Crawley asked if there were any questions for her. There were no questions.

**b. Queens—Mr. Muhammad Bilal**

Mr. Bilal informed the board that he is doing projection meetings now and that he should be done next week. Mr. Bilal further stated that he and teachers are striving to identify students who are in Regents classes and whether they are likely to pass their Regents exam so they can help those students who will need extra help. Mr. Bilal stated that NDCHS II is conducting NYESLAT testing and should be complete next week. Mr. Bilal also stated he just finished the

scheduling of proctors for the Regents exams and is making sure all the students are placed in classrooms with their proper accommodation. Finally, Mr. Bilal stated that he is creating the schedule for year-end evaluations that will start in late May 2026 for the teachers. Mr. Bilal asked if there were any questions. There were no questions.

**IX. Facilities—Mr. Brian Baer/Mr. Jose Obregon**

**a. Update on Kitchen work in Queens**

Mr. Baer stated that the fire alarm design has been approved by New Dawn and by the property owner. That design is being submitted to FDNY and NYC DOB for their approval and it is expected to be approved, conservatively, by the middle to the end of May 2026. Work is projected to start in June 2026.

**b. COO update**

Mr. Baer informed the board that the Brooklyn school is drawing closer to getting its final COO. Mr. Baer further stated that all the fire department components have been completed and updated and approved on the portal. Mr. Baer also stated that what is needed now is a final inspection of the fire alarm by FDNY. Also, Mr. Baer stated that the Master plumber still must complete the documentation necessary to resolve the water meter violation that is still outstanding. Mr. Baer stated that he and Mr. Obregon are pressing the plumber to get this accomplished ASAP. Mr. Baer asked if there were any questions. There were no questions.

**c. Roof in Brooklyn: on hold until COO**

**X. 2026-2027 School Calendar—Dr. Sara Asmussen**

Dr. Asmussen informed the board that it is a requirement to have one hundred eighty (180) school days scheduled, but right now there are only one hundred seventy-nine (179) scheduled. Dr. Asmussen asked the board to allow her to have the staff vote on which days they will be off. Dr. Asmussen also stated that her preference is to come back two days earlier than the DOE calendar which allows one hundred eight-one (181) school days. This will also allow the school more flexibility when it comes to letting staff leave a day early for Christmas break and do away with the extra day in June that the DOE has scheduled.

Mr. Tabano asked the board members if they agreed to let Dr. Asmussen take a staff vote on which days they would like to have off. The board members agreed that this was a clever idea.

**XI. New Business**

No new business was discussed.

**XII. Public Comment**

There was no public comment.

**XIII. Adjournment**

The board adjourned at 11:38 A.M. and went into executive session. The next meeting was scheduled for May 26, 2026, at 11:00 A.M.

## **Executive Session**

Present: All Board members and Dr. Asmussen

An update on a current lawsuit was discussed. The case had gone through a mediator and a resolution was reached. All Board members had been given the outcome earlier.

The Board voted to accept the resolution and close the case.