

New Dawn Charter Schools Board of Trustees

August 19, 2025

Board Minutes

Board Members present: Mr. Ronald Tabano, Chairperson, Mr. Jeffrey Casio, Vice Chairperson, Mr. Brian Baer, Secretary, Ms. Katharine Urbati, Treasurer

Board Members Absent: Mr. Daniel Lewis, board member.

Staff Members/ Visitors Present: NDCS: Dr. Sara Asmussen, Executive Director; Mr. Steve Ramkissoon, Director of Finance and HR; Ms. Emily Predmore, Data Specialist.

Executive Meeting

The Executive Meeting was called to order at 11 a.m.

I. Real Estate

A discussion was held about the Queens building.

II. Legal Issues

A brief discussion was held to update the Board on pending litigation.

General Meeting

Mr. Tabano called the meeting to order at 11:15 a.m.

III. Resolution: August Agenda—Ronald Tabano

Mr. Tabano asked for motion to accept the August agenda.

Resolution: Ms. Urbati moved to accept the agenda.

Second: Mr. Baer seconded the motion.

Vote: Unanimous

IV. Resolution: July Minutes—Ronald Tabano

Mr. Tabano asked if there were changes to the minutes. Being none, he asked for a resolution to accept the July minutes.

Resolution: Ms. Urbati moved to accept the minutes.

Second: Mr. Casio seconded the motion.

Vote: Unanimous

V. Financials—Steve Ramkissoon
Benchmark 4: Financial Condition
Benchmark 5: Financial Management

a. Audit Update

Due to the ongoing audit, there are no financials for this month. However, since it is the first month of the new year, there were no outstanding budgeting concerns. Mr. Ramkissoon updated the Board on the audit.

The records for all students and employees have been reviewed. The auditors are currently reviewing the existing policies and procedures. In the next couple of weeks, we should have more information but as for now, the audit is going well and will be on schedule for submission on November 1, 2025.

VI. Contracts/Policies—Sara Asmussen
Benchmark 1: Student Performance
Benchmark 2: Teaching and Learning
Benchmark 5: Financial Management
Benchmark 6: Board Oversight & Governance

a. Resolution: MI Write

Dr. Asmussen explained this was the program that students used to integrate their internship work with their classroom content. Students have used it successfully for two years.

Resolution: Ms. Urbati moved to accept MI Writes.

Second: Mr. Casio seconded the motion.

Vote: Unanimous

b. Resolution: NTN Contract

Dr. Asmussen discussed how this contract was not necessarily a given but once she analyzed the Regents results by specialty group (general ed, special ed, and ELL students) that it was clear that Algebra results were improving. Therefore, the curriculum staff at New Dawn would like to continue to work with NTN.

Resolution: Mr. Casio moved to accept the NTN contract.

Second: Mr. Baer seconded the motion.

Vote: Unanimous

c. Resolution: BARR Center Contract (voted over email)

Mr. Tabano stated for the record that this motion had been voted on earlier and that it was still agreed to. The motion to accept was unanimous.

d. Resolution: LEA Contract (voted over email)

Mr. Tabano stated for the record that this motion had been voted on earlier and that it was still agreed to. The motion to accept was unanimous.

e. Resolution: Cleaning Contract

A discussion was held about the pros and cons of hiring full-time staff for cleaning or if it was more cost-effective to go with a service. It was determined that while the costs might be similar,

the add burden of adding more staff and benefits outweighed the overhead for a cleaning company, while being slightly less expensive.

Resolution: Mr. Baer moved to accept the cleaning contract.

Second: Ms. Urbati seconded the motion.

Vote: Unanimous

VII. Staff Recruitment—Steve Ramkissoon

Benchmark 2: Teaching and Learning

Mr. Ramkissoon stated that interviewing is ongoing and that we have hired a Grants Manager. SPED Teachers, Global Teacher, Behavior Specialist, and Aspiring Teachers are still being interviewed although a few job offers will be going out this week.

IX. Student Recruitment—Steve Ramkissoon

Benchmark 6: Board Oversight & Governance

Benchmark 7: Organizational Capacity

a. Status of Current Recruitment

Mr. Ramkissoon stated that recruitment has been ongoing over the summer and that both schools are adding additional students. A full report will be presented at the September meeting.

X. School Updates

Regents started today and thus all school staff are busy administering the Regents so there are no school updates.

a. Regents Results and Attendance—Sara Asmussen

Dr. Asmussen reported that attendance is still low, and it will be the focus of both schools in the upcoming year. She reported on several interventions being put into place. The entire staff will be reviewing attendance, individual students will be identified for specific interventions through the BARR project. Staff will be reviewing attendance every week and students who are struggling will be identified.

Regents results, while still struggling in ELA and Algebra are much higher than expected. This year Brooklyn had an ELL percentage of 21%; Queens had a rate of 34% which did impact the ELA scores. The interesting point was that when students can take the other Regents in their native language, they score very high. This June on the ELA, 61.5% of all test takers were ELL students; in Brooklyn they made up 41.3%. Plans are in place to develop further interventions for these students, some of which have over 55 credits and are just trying to pass their ELA Regents.

Global, US History, and both Living Environment (Brooklyn) and Biology (both schools) were extremely high.

b. YMCA Update—Mr. Casio

Mr. Casio updated the Board on his meeting with the YMCA in an attempt to use their gym. They met on Friday and will continue working together to implement a basketball program in Queens.

c. CTE Permanent Program

Mr. Tabano congratulated the school on receiving their CTE permanent (for four years) certification in culinary arts.

- XI. Facilities—**Brian Baer
 - a. Update on Kitchen work in Queens
 - b. TCO versus COO
 - c. Roof in Brooklyn

Mr. Baer reported that we are waiting on Barone for a formal bid(s) regarding the fire alarm in Queens. Work is substantially complete, small number of punch list items.

Brooklyn: outstanding fire alarm devices were installed and tested. FDNY this week and Dob in September for permanent

Shortened version of submission to convert mechanical to classroom. Intent is to ZRD-1 form to the DOB which should expediate the process. Roof paver project architects are finalizing documents on that.

XII. New Business 5 minutes

XIII. Public Comment As Needed

XIV. Adjournment—11:45 Sept 16.