

**New Dawn Charter Schools Board of Trustees  
January 27, 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, board member, Mr. Daniel Lewis, board member.

**Board Members Absent:** Ms. Katharine Urbati, Treasurer

**Staff Members/ Visitors Present:** NDCS: Dr. Sara Asmussen, CEO; Mr. Steve Ramkissoon, CFO; Ms. Emily Predmore, Data Specialist; and Ms. Dominique Fuentes, CHRO.

Mr. Tabano welcomed all the board members to the meeting and then asked if there was a motion to accept the January 2026 Board of Trustees Meeting agenda.

**I. Resolution: January 2026 Agenda—Mr. Ronald Tabano**

**Motion:** Mr. Brian Baer motioned to accept and approve the January 2026 Board of Trustees meeting agenda.

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

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

**II. Resolution: December 2025 Minutes—Mr. Ronald Tabano**

Mr. Tabano then asked the board members if there was a motion to accept and approve the December 2025 Board minutes.

**Motion:** Mr. Jeffrey Casio motioned to accept and approve the December 2025 Board of Trustees minutes.

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

**Vote:** The board voted unanimously to accept and approve December 2025 Board of Trustees minutes.

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

## **Benchmark 5: Financial Management**

Mr. Ramkissoon informed the board members that as in prior months, both schools continue to do well. Mr. Ramkissoon stated that the Brooklyn school was budgeted for three hundred ten (310) students and it is currently at three hundred thirty-six (336) students enrolled. Mr. Ramkissoon also stated that this number may change due to LTAs and new enrollments, but overall, the Brooklyn school is on track to meet its financial goal. Mr. Ramkissoon also stated that the Queens school has three hundred forty-seven students (347) enrolled versus the three hundred-fifty (350) that was projected for the school year. He further stated that student recruitment is paused for two (2) months but will resume in the coming month. Nevertheless, the Queens school is also on track to meet its financial objectives. Mr. Ramkissoon then asked the board members if there were any questions regarding the monthly financials. There were no questions.

Mr. Tabano then asked the board members if there was a motion to accept and approve the December 2025 financials.

### **a. Resolution: Monthly Financials**

**Motion:** Mr. Jeffrey Casio motioned to accept and approve the December 2025 financials.

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

**Vote:** The board voted unanimously to accept and approve the December 2025 financials.

Mr. Ramkissoon stated that he sent the 990 to all the board members prior to the meeting and asked if any of the board members had questions about the 990. There were no questions. Mr. Tabano then asked if there was a motion to accept and approve the 990 for submissions.

### **b. Resolution: 990**

**Motion:** Mr. Jeffrey Casio motioned to accept and approve the 990 for submission.

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

**Vote:** The board voted unanimously to accept and approve the 990 for submission. financials.

Finally, Mr. Ramkissoon reminded the board members that he sent them a copy of the investment slide that Dr. Asmussen had presented and mentioned that the presentation went very well.

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

**a. Speech Therapist**

Dr. Asmussen informed the board members that there is a speech therapist onsite waiting to be interviewed. Dr. Asmussen also stated that Ms. Diane Ramjit was able to bring all the SPED hours up to fifty (50) minutes instead of the usual thirty (30) forty or (40) minutes aligning with our class periods. Dr. Asmussen also informed the board members that NDCHS Queens does not have a speech therapist yet. The Brooklyn school will provide insight on whether this will also work at NDCHS Queens.

**b. Approved: change of staff titles, change in roles.**

Dr. Asmussen informed the board members that a change of staff titles was implemented. The state did approve going to the C suite. Ms. Lobato and Ms. Crawley switched roles. Ms. Lobato is now going to manage SPED and counseling and Ms. Crawley is going to be the interim principal in NDCHS Brooklyn under the presumption that she will be moving to whatever new school opens as the principal. This will also give NDCHS Brooklyn approximately one year to hire someone as permanent principal. Dr. Asmussen asked if there were any questions. There were no questions.

Dr. Asmussen then brought to the attention of the board the need to approve the MOU with the YMCA in Jamaica, Queens. Mr. Tabano asked the board members if there was a resolution to accept and approve the MOU with the YMCA.

**c. Resolution: YMCA MOU**

**Motion:** Mr. Brian Baer motioned to accept and approve the MOU with the YMCA.

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

**Vote:** The board voted unanimously to accept and approve the MOU with the YMCA.

Dr. Asmussen also brought to the attention of the board the need to accept and approve the TIER Invoice for the charter school renewal. She also stated that Ms. Eapen continues to do an excellent job for the school in this area of expertise. Mr. Tabano concurred and asked the board members if there was a motion to accept and approve the TIER Invoice for the charter school renewal.

**d. Resolution: TIER Invoice (charter renewal)**

**Motion:** Mr. Brian Baer motioned to accept and approve the TIER Invoice for the charter school renewal.

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

**Vote:** The board voted unanimously to accept and approve the TIER Invoice for the charter school renewal.

Dr. Asmussen stated to the board members that the resolution regarding the conflict-of-interest agreement, which is to be signed by all board members resolution, must be accepted approved by the board members. Mr. Brian Baer remarked that he believed that the conflict-of-interest agreement was already signed by the board members at the beginning of the year. Mr. Casio concurred. Dr. Asmussen stated that she would double-check and so this and so this resolution was tabled until then.

**e. Resolution: Conflict of Interest Tabled.**

**V. Staff Recruitment—Ms. Dominique Fuentes  
Benchmark 2: Teaching and Learning**

**a. Brooklyn: Full!**

Ms. Fuentes reported to the board that the Brooklyn school is now fully staffed.

**b. Queens: Behavior Specialist, 1 SPED**

Ms. Fuentes stated that there was an offer made to an aspiring teacher at the Queens school and an offer to a SPED teacher who started yesterday. Ms. Fuentes also stated that there is a possibility that a speech pathologist may also be hired at NDCS Queens. There are also two (2) other resumes which she is reviewing. Ms. Fuentes further informed the board members that New Dawn is partnering with the NYS Department of Labor. Representatives from the Department of Labor will be visiting on February 2, 2026, to do a site visit with the goal of helping the school draft a strategy component for staffing. Additionally, Ms. Fuentes stated that the school will continue to develop relationships with other schools to maintain a pipeline for any educational positions that may become available at New Dawn.

**VI. Student Recruitment—Mr. Steve Ramkissoon/Mr. Ash Abraham  
Benchmark 6: Board Oversight & Governance  
Benchmark 7: Organizational Capacity**

**a. Enrollment Plan for February 2**

Mr. Ramkissoon reported that there was not much to report in this area as enrollment numbers look positive for both schools. Mr. Ramkissoon stated that he is expecting a sizable number of new student recruits to start coming in soon.

**VII. Building Renovation Updates—Mr. Brian Baer, Mr. Jose Obregon**

**a. COO updates.**

Dr. Asmussen reported to the board members regarding an unexpected and significant water leak that occurred in the Brooklyn school over the weekend and specifically in the reception area. This water leak caused the ceiling to collapse and inundate the entire reception area. Dr. Asmussen also informed the board that the water that caused the ceiling in the reception area to collapse also triggered the fire alarm. The FDNY responded accordingly to the emergency and came into the building forcibly prying the front and back door. This forced entry resulted in damage to those doors. Also, the water flooded the area and caused the alarm panel to sound alert signals which still cannot be turned off signifying that the alarm panel might be damaged. Dr. Asmussen also reported to the board that the FDNY had to force their way into the sprinkler control room, which caused severe damage to that door. Only then was the FDNY able to turn off the flow of water. On a positive note, Dr. Asmussen stated that the fire alarm obviously worked as it should and notified FDNY, but now she believes that the damage will affect the school from getting a final COO. Mr. Baer asked what caused the leak and Dr. Asmussen stated that it may have been a broken water pipe bursting over the ceiling. Mr. Baer commented that it may also be a result of a broken roof water drainpipe.

Mr. Baer asked that Mr. Obregon take pictures of the damage and Dr. Asmussen confirmed that he will and that she also has video of the incident. Mr. Baer stated that this will be needed to file with the insurance company. Mr. Ramkissoon also confirmed that he would be filing a claim since the damages will exceed five thousand dollars. Mr. Baer stated that he believes that repair costs will be significantly more than five thousand dollars. Mr. Ramkissoon stated that he also believed that water may have come down from the roof since there is much snow on the rooftop and that water resulting from the melted snow may have seeped through the floors. Mr. Baer stated that he will get with Mr. Obregon and visit the school tomorrow to look at the damages and ascertain a cause for the incident.

#### **b. Building Updates**

Mr. Baer informed the board that he is waiting for the final proposal for the fire alarm in Queens. Mr. Baer stated that he has pressed the vendor to get the proposal to him by close of business today. Mr. Baer further stated that he realizes that everyone is anxious to get that that work started and done. Mr. Baer also informed the board that regarding the COO for the Brooklyn school, there is some paperwork that needs to be re-filed with the FDNY because the original engineer at CFS left the company. Unfortunately, it is going to cost the school money again to get this refiled, but that is the last component needed regarding the fire alarm system. Mr. Baer finally stated that he is expecting to get this paperwork resolved by the end of February so the school can finally obtain the COO and proceed with the filing.

Lastly, Mr. Baer stated that tomorrow he will visit the school and try to determine the cause of the aforementioned water damage. He stated that he believes that something else caused the water to leak other than the snow on the roof. Dr. Asmussen also confirmed that there was no water leak on any other floor above the reception area.

#### **c. Queens Kitchen**

Not discussed.

### **VIII. New Business**

Dr. Asmussen informed the board members that she became aware recently that Ms. Katharine Urbati, board member, had recently passed away. Dr. Asmussen informed the board members that this was truly shocking and sad news and that she was still trying to gather the details of Ms. Urbati's passing. All the board members expressed their sadness regarding this unexpected news. Dr. Asmussen stated that she is still trying to reach out to Ms. Urbati's relatives and friends to try to get more information that she can share.

### **IX. Public Comment**

No public comment was made.

### **X. Adjournment**

The board members agreed to meet again on February 24, 2026. The meeting was adjourned at 11:36 A.M.