



**BOARD OF TRUSTEES MEETING**  
**The Academy Charter School (TACS 2) (Wyandanch)**  
**December 2025**

**Date:** Thursday, December 18, 2025

**Time:** 6:05 pm – 6:17pm

**Facilitator:** Robert Stewart, Chairman of the Board of Trustees

**TRUSTEES PRESENT:** Robert Stewart, Chairman  
Dawn West, Vice Chairman  
Carol Beckles, Trustee  
Dorothy Burton, Trustee  
Dale James, Trustee  
Marie Graham, Trustee

**OTHERS PRESENT:** Wayne Haughton, President  
Nicholas Stapleton, Chief Academic Officer  
Sandrea Oneil, Chief Legal & Compliance Officer  
Alwaysne Burke, Group Chief Financial Officer  
Felicia Barracks, Chief People & Operations Officer

**1. CALL TO ORDER**

Meeting was called to order by Chairman Robert Stewart at 6:05pm and instructed the recording of the minutes.

**2. REPORTS**

The following reports were presented:

**a) President Report**

**Presenter:** Wayne Haughton, President

The Board received an organizational and strategic update including the following:

- i. Charter School Institute (CSI)
  - The Academy is still awaiting SUNY’s Trustee Board final approval.
  - Enrollment application for new the Charters has been approved.
  - BEDS Codes for both Brentwood and Central Islip were received and approved by CSI.

- ii. Operations & Compliance
  - The building procurement and negotiations are still ongoing for Wyandanch.
- iii. Legal and Community Matters
  - Proposal for Wyandanch expansion space is now being received and Central Islip perspective sites are still ongoing.

Chairman Stewart accepted and moved the report which was tabled. The motioned passed unanimously.

**b) Chief Academic Officer Report**

**Presenter:** Nicholas Stapleton, Chief Academic Officer

The Board received a comprehensive academic performance and accountability update:

- i. Student Achievement
  - Elementary School and Middle School – The Academy Charter School 2 made the highest level, Local Support and Improvement (LSI) for All Students and all Sub-group populations.
  - The student attendance level was the most challenging.
- ii. Interim Assessments
  - Students in grades 3-8 completed the first two Interim Assessments (English Language Arts and Mathematics) on November 20, 2025. The data is used to guide instruction and the only unusual pattern is in the 3<sup>rd</sup> Grade Mathematics data in comparison to prior years.
  - The second Interim Assessment is scheduled for March 2026, and April 2026 and we expect to see growth at those intervals.
- iii. Leadership Support
  - With the recent leadership decision, additional support in Instructional Leadership has been deployed to support the school as follows:
    - The interim Principal of the Upper Elementary School is Ms. Heather Graham who also serves as Deputy Chief Academic Officer for the 3-5 schools in the network. She is located at this campus on a full-time basis.
    - A mentor has been provided to the Principal of the Lower Elementary School K-2.
    - Additionally instructional support for the Middle School grades will be provided by the Deputy Chief Academic Officer, Ms. Oddette Williams who will focus on supporting teachers in English Language Arts 2 ½ days per week.
    - Mr. Fairly who has been at the school as the Coordinator of Special Education, since its opening has been promoted to Director of Special Education, English as A Second Language, and Academic Intervention Services.

Chairman Stewart accepted and moved the report which was tabled. The motioned passed unanimously.

**c) Chief Legal & Compliance Officer Report**

**Presenter:** Sandra Oneil, Chief Legal & Compliance Officer

The Board received an update on pending litigation and compliance matters:

- i. Holiday Giving and Charitable Contributions
  - On November 25, 2025, over 100 turkeys, 200 chickens and 200 pies were distributed across the campuses to include Wyandanch, ensuring broad family support during the Thanksgiving season.
- ii. Additional Initiatives
  - A special edition of the Wyandanch Newsletter will be released on December 22, 2025, just in time for the holiday season.

Chairman Stewart accepted and moved the report which was tabled. The motioned passed unanimously.

**d) Group Chief Financial Officer Report**

**Presenter:** Alwayne Burke, Group Chief Financial Officer

The Board received an update on the financial statements for the month of November 2025.

The financial statements have not been reviewed and approved by the Financial Committee and therefore not included in the Financial Resolution for this meeting.

- i. Statement of Activities
  - The Statement of Activities is negative for the period ended November 2025.
- ii. Balance Sheets
  - The Balance Sheets reflect assets and liabilities with the buildings being the main asset. The affiliate and 2023 Bond Series are the main liabilities.
- iii. Aged Accounts Receivables
  - Receivables over 90 days amount to 12% of the total receivables.

Chairman Stewart accepted and moved the report which was tabled. The motioned passed unanimously.

**e) Chief People & Operations Officer Report**

**Presenter:** Felicia Barracks, Chief People & Operations Officer

The Board received updates on human capital, operations, and organizational systems:

- i. Human Capital
  - International Recruitment

- For the school year 2025-2026 the Academy welcomed (32) J1 cultural exchange international teachers and (5) H1B teachers
  - Currently working on several projects with sponsoring agencies including reviewing (20) international teachers eligible for 4- and 5-year extension.
  - Preparing continuation letters to analyze market value and salary comparisons.
- Recruitment (General)
    - Evaluating current recruitment practices to strengthen and proactively enhance talent sourcing efforts.
      - Onboarding
        - Wyandanch (2)
      - Terminations
        - Wyandanch (6)
- Leave of Absence & Accommodations
    - PFL (intermittent) (0)
    - PFL (1)
    - FMLA (0)
    - Short Term Disability (0)
    - Short Term to Long Term (Transition) (0)
    - Workers Compensation (0)
    - Maternity Leave (0)
    - Paternity Leave (0)
- Policy & Procedures
 

Exploring the idea of establishing a substitute teacher pool at the Academy to support coverage for last minute call outs as well as planned leave of absences. If implemented, will generate cost savings by reducing reliance on outside agencies.
- Training & Evaluations
 

The Academy U is currently in course identification and Design Phase, with Skillpath identified as a potential learning platform. The purpose of this initiative is to establish a structured, scalable professional learning framework that integrates NYS-required training.
- 2025-2026 Open Enrollment Summary  
(Enrollment Period: November 12-20, 2025)
- Key Updates:
- New Medial Carrier: Northwell/Anthem
  - EPO 3000 Plan Removed: impacted employees were auto enrolled into the PPO 4000 Plan to ensure uninterrupted coverage.
  - New Third-Party Administration (TPA): Introduction of CGS Health replacing Allied Benefits as the new TPA for the upcoming Plan year.

- Human Capital Team Support & Engagement
    - Conducted onsite and virtual office hours assisting 50+ staff members with their enrollment selections.
    - Active audits are in progress to ensure all changes and enrollments are fully processed and ready for the December 1, 2025, effective date.
  - Employee Engagement
    - The annual tradition of gifting employees with turkeys, chickens and pies (Oh My!) was a success. The gesture was warmly received by employees and helped strengthened the culture during this time of the year.
    - The High School scholars earned their community service hours.
- ii. Operations (Marketing & Branding)
- Social Media
    - Instagram: (-31.82%) decrease in impressions; (+9.30%) increase in engagements attributed stronger audience interaction and content relevance.
    - YouTube: generated (4.9K) video views in November, decline in both views (-24.73%) and engagements (-20.81%) showing an alignment with a shift towards selective video publishing.
    - Facebook: Declines in both impressions (-28.92%) and engagements (-61.69%) which is consistent with reduced posting frequency during platform revamp efforts.
    - LinkedIn: Decline in impressions by (-23.63%) while engagements increased by (+7.69%) reflecting effective professional and campaign focused messaging.
    - Across platforms engagement trends suggest quality interaction over volume, supporting awareness and fundraising objectives despite lower overall reach.
  - Website
    - Traffic increased in November compared to October, reflecting continued interest from prospective families during the enrollment awareness period.
    - Engagement quality remained strong, with sustained average engagement time indicating meaningful interaction with enrollment, event and informational content.
  - Newsletter
    - The first edition of The Voice was launched at the end of the year.
    - The Parent Connect Newsletter has been transitioned to our Community Relations team.

- Marketing & Recruitment Highlights – November 2025
  - Supported Giving Tuesday through a coordinated, organic multi-channel campaign across social media, website, email, and radio reinforcing the Academy’s mission and community impact.
  - Collaborated with the Art Director and internal stakeholders to delivery consistent, mission-aligned messaging highlighting scholar support, service, and program impact.
  - Advanced 2026-2027 scholar recruitment with cohesive digital, social, and radio messaging aligned to “Learn, Lead & Serve”.
  - Strengthened collaboration with Admissions to ensure a seamless transition from awareness to application ahead of the peak recruitment period.
  - Expanded recruitment visibility through radio advertising, amplifying student voice, extracurricular offerings, and campus locations beyond digital audiences.
  
- iii. Events Summary
  - Events hosted by Wyandanch and Wyandanch LES highlighted:
    - Principal Star’s Celebration recognizing students for academic excellence.
    - 2<sup>nd</sup> Grade Writing Celebration highlighting and celebrating student work.
    - Disney on Ice a large-scale enrichment experience for students and families.
  - Collectively these events served 478 attendees reflecting strong family participation and the network’s continued commitment to celebrating student achievement and fostering positive school culture across the campus.

Chairman Stewart accepted and moved the report which was tabled. The motioned passed unanimously.

**3. ANY OTHER BUSINESS**

There was no other business.

**4. NEW BUSINESS**

There was no new business.

**5. ADJOURMENT**

With all business concluded, Board Chairman Stewart adjourned the meeting. The meeting ended at 6:17 pm.