

Members Present

Henry A. Lambert, Chair
Michael A. Catlyn, Vice Chair
Tony Betaudier
Diana J. Lee
Mark David
Joanne Hunt (ex-officio non-voting)

Others Present

Pamptata Sanders
Mary Kate Boesch
Robert Morales
Ariel Arnold
Bonilyn Charles

The meeting was held on October 1st, 2018 at the Brooklyn Charter School. The meeting was called to order at 5:30pm. The minutes for the meeting held on June 12th, 2018 were approved.

Enrollment

There are currently 210 students enrolled at BCS. As long as there are 204 students enrolled the school meets its charter. Two students enrolled today so the number of students might still increase.

We need to study what was effective in terms of increasing enrollment in the past so that we can secure 240 students for next year. The majority of the applications are now coming through the website. Joanne will work on this with the Student Manager, who will present a plan at the next Board Meeting based on the data of what has been successful in the past.

There are currently 21 children in kindergarten and this should be up to about 35 students.

In terms of securing more students for next year the school needs to increase its marketing and online advertising reach. The marketing materials and website should reflect what we offer or are planning to offer including bus matrons on our school buses, the computer programming course integrated into the school day throughout the grades, the After School Program, and the additional tutoring program we are going to offer to the lowest performing students.

Joanne is going to further investigate how we can improve our signage at the entrance to the school.

Renewal

The Renewal application has been completed and was handed in on time by today's deadline. The renewal visit to the school will be on January 29th and January 30th. This will include a Board interview on the evening of January 29th.

Organizational Report

The school is going to reach out to parents to enquire about what else they would like to see offered for their children at the school.

In terms of staffing the school lost some teachers over the summer. Almost all of them left in order to work closer to home and Janardhanan retired. The school is fully staffed now.

Bonilyn was introduced as the new Parent Liaison. She has had 3 children at the school and was formerly a bus matron for BCS. The first PTA attracted 44 parents and food and raffles will continue to help attract them to attend future meetings and we hope to always achieve this sort of parent turnout. Each PTA meeting of the year will address a different topic. The PTA will strive to push parents to be more engaged in their children's education.

Academic Report

Test scores have improved compared to last year. BCS is outperforming all metrics in math. ELA results generally improved but are still somewhat lagging. Overall we have reduced the number of "1's" that our students receive on ELA and Math.

The ELA curriculum has 4 modules for each curriculum. The curriculum is developed by Great Minds (greatminds.org). Pam researched several programs prior to the selection of Wit & Wisdom. After looking at several ELA curricular programs, the instructional administration team selected this program because it is the same one that we use for math and the school has made progress along with the fact that the content of the modules align to the standards for the tests. It includes grammar components, deep thinking, writing, and vocabulary. This curriculum enhances students' intelligence.

The 5th Grade class was an outlier that brought down the grades of the school overall. Pam is now working closely with the 5th Grade teacher for ELA. She is also closely following the data this year to track perform and address any issues with action plans. Pam will keep us updated on the progress of this throughout the year.

Mary Kate also gave us an overview of the Wilson Foundations phonetics program for K through 2nd grade. This is a research-based program that will help students read better and perform better on tests, and to generally communicate better. In kindergarten the program is currently introducing 2 to 3 letters per week with a focus on sound and pronunciation. The program teaches students that there are rules that apply to 87% of words in the English language that can be used to help spelling, rather than just trying to memorize each word.

Kodable, the computer programming curriculum, has been introduced and is aligned to K-5 standards. The teacher of this course did some professional development over the summer. Acquired new iPads for this program. By the end of December this program will have been rolled out throughout the school. It is important that we add a description of this to our website, as it differentiates us from many other schools.

BCS now intends to introduce a “compulsory” tutoring program for the bottom 20% of students. Qualified teachers will lead this program and it will consist of smaller group settings with a maximum of 2-3 students and one-on-one tutoring. This will be a 26-week program with up to 10 tutors and will consist of up to 20 hours per week with a maximum cost of \$50,000. BCS will try to ensure that if you sign up for this you are committing to it. The performance of the program will be measured through pre and post assessments, as well as logs, and teachers’ observation reports.

Financial Report

Ariel Arnold is the new Finance Manager, replacing Janardhanan and taking over where he left off. She is modernizing the reporting and going forward there will be electronically generated reports.

The next Board Meeting will be held at the Brooklyn Charter School at 5:30pm on October 30th, 2018.

The meeting was adjourned at 7pm.