

### **Members Present**

Henry A. Lambert, Chair  
Diana Lee  
Feona Huevo  
Mark David  
Joanne Hunt (ex-officio non-voting)  
Tony Betaudier

### **Others Present**

Pam Sanders  
Robert Morales  
Ariel Arnold

The meeting was held at the Brooklyn Charter School on October 29<sup>th</sup>, 2019. The meeting was called to order at 6 pm. The minutes for the meeting held on September 17, 2019 were approved.

### **Enrollment**

There are currently 220 students enrolled, including 68 new students. There was a 94% student retention that were in attendance through last year, except for graduates, with 11 students leaving.

Mr. Angel reported that of the new students that joined, 59% came through the internet. He also reported that 44% came from the immediate neighborhood. He said that making parents in local day care centers aware of the school is productive.

Joanne reported that the numbers have been reached to justify having two kindergartens. She also reported that the tutorial assistance program (TAP) was getting good results and that about 29 of the students in the school participated in one year. She also noted that the time spent on TAP with the students was more productive than the time spent for test prep. She also reported that the students that were in smaller groups with the tutor as opposed to those in larger groups with the tutor, were getting better results.

Pam reported that the school was using new diagnostic testing to determine how the students were learning or working in different areas. She said that the diagnostic testing would be used by the teachers to help the students who were having difficulties in various areas. A more detailed explanation of this program and how it will benefit the school will be discussed at the November board meeting.

### **Finance Report**

The 2018-19 Independent School Audit reported no deficiencies and was presented as a clean audit.

Ariel (Finance Manager) will be presenting a budget vs. actuals report each month so that the board is aware of the school's revenue and spending patterns which will give the board and the school a better indication of where we will be financially at the close of the fiscal year.

The school revised its current budget to reflect 215 students versus 220 in order to ensure that there is no deficit at the close of the school year. The board approved this revision of the school budget, a copy of which is available for any board members. Henry Lambert proposed the revision and it was seconded by Mark David.

Henry, Mark and Joanne met with Jason Kass (Chase Bank) on 10/28/19 to review the school's bank accounts as well as the school's investment accounts. Jason Kass assured the school that the investment accounts are in a position of minimal risk and that the school has access to cash within a 24-48 hour period if necessary.

#### Board Items

Tony Betaudier would like to have copies of the audit being completed by the Bridal Garden and other Bridal Garden accountants, forwarded to him upon completion.

The Board approved the new contract for Joanne Hunt, a copy of which will be available for any Board members that would like to see it. Mark David proposed the approval and it was seconded by Feona.

The dates were confirmed for the next two Board meetings. On November 18<sup>th</sup>, 2019 at 5 p.m. we will have a public telephonic/video conference meeting and on December 10<sup>th</sup>, 2019 there will be a meeting at Henry's house, including dinner.

The meeting was adjourned at 6:56 p.m.