

# Application: Brooklyn Charter School

Joanne Hunt - jhunt@brooklyncharter.org  
Annual Reports

## Summary

**ID:** 0000000169

**Status:** Annual Report Submission

## Entry 1 School Info and Cover Page

**Completed** - Jul 23 2020

### Instructions

#### Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

## Entry 1 School Information and Cover Page

**(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).**

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

BROOKLYN CHARTER SCHOOL (THE) 331400860809

**a1. Popular School Name**

BCS

**b. CHARTER AUTHORIZER (As of June 30th, 2020)**

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

**c. DISTRICT / CSD OF LOCATION**

CSD #14 - BROOKLYN

**d. DATE OF INITIAL CHARTER**

1/2000

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2000

**f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

MISSION STATEMENT

The Brooklyn Charter School is committed to providing a nurturing and supportive community where students feel secure, recognize their own potential, respect others regardless of race, religion or culture, and are instilled with the desire to learn and achieve. It is our aim to provide a rigorous academic program supported by Arts and Technology that cultivates the whole child. Through achievement and creativity, and in partnership with our families, students will develop the necessary confidence, intellectual capacity and leadership skills to prepare them for an evolving global society.

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**g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	A fully inclusive school accommodating Students with Disabilities and English Language Learners.
KDE 2	A school which offers small classroom sizes that average no more than 20 students per classroom with two instructors per class.
KDE 3	A rigorous experiential curriculum in Humanities, Mathematics and Science.
KDE 4	A school-wide culture reared in progressive discipline that promotes the philosophy of self-empowerment and self-reflection.
KDE 5	A rich performing arts and technology program for all students.
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No



**h. SCHOOL WEB ADDRESS (URL)**

<https://www.brooklyncharter.org/>

**i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)**

240

**j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)**

219

**k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)**

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

**l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No

## **FACILITIES INFORMATION**

## m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

	No, just one site.
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### School Site 1 (Primary)

## m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	545 Willoughby Avenue, Brooklyn, New York 11206	718-302-2085	NYC CSD 14	K-5	No

**m1a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Joanne Hunt	718-302-2085		<a href="mailto:jhunt@brooklyncharter.org">jhunt@brooklyncharter.org</a>
Operational Leader	Pamptata Sanders	718-302-2085		<a href="mailto:psanders@brooklyncharter.org">psanders@brooklyncharter.org</a>
Compliance Contact	Robert Morales	718-302-2085		<a href="mailto:rmorales@brooklyncharter.org">rmorales@brooklyncharter.org</a>
Complaint Contact	Joanne Hunt	718-302-2085		<a href="mailto:jhunt@brooklyncharter.org">jhunt@brooklyncharter.org</a>
DASA Coordinator	Shannon Cullen	718-302-2085		<a href="mailto:scullen@brooklyncharter.org">scullen@brooklyncharter.org</a>
Phone Contact for After Hours Emergencies	Joanne Hunt	917-754-3176		<a href="mailto:jhunt@brooklyncharter.org">jhunt@brooklyncharter.org</a>

**m1b. Is site 1 in public (co-located) space or in private space?**

Co-located Space

**m1c. Please list the terms of your current co-location.**

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	Not applicable	No		No		Yes

**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.**

**Site 1 Certificate of Occupancy (COO)**

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**Site 1 Fire Inspection Report**

**CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR**

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**n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).**

No

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**PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.**

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**o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?**

No

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**ATTESTATION**

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**p. Individual Primarily Responsible for Submitting the Annual Report.**

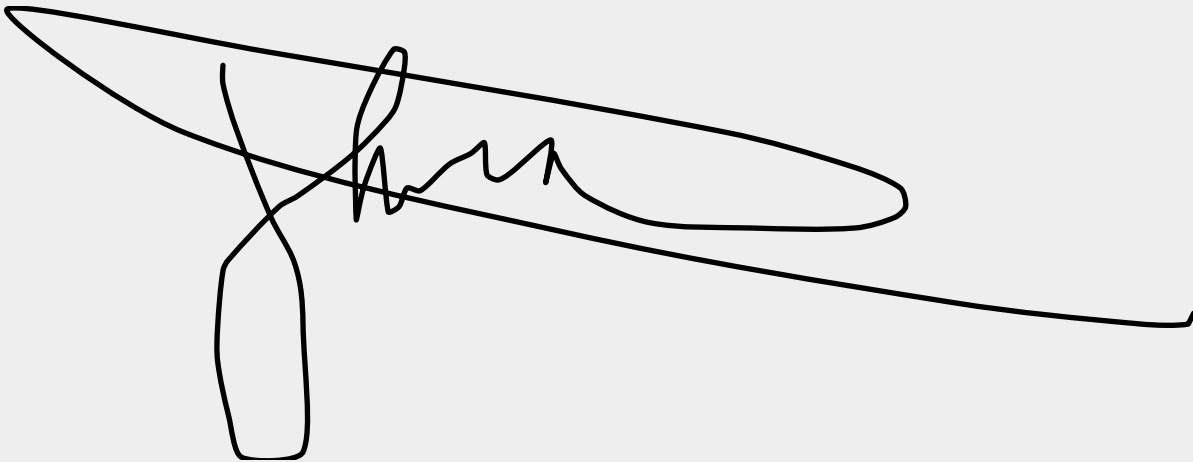
Name	Joanne Hunt
Position	Principal
Phone/Extension	917-754-3176
Email	<a href="mailto:jhunt@brooklyncharter.org">jhunt@brooklyncharter.org</a>

**p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES** if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

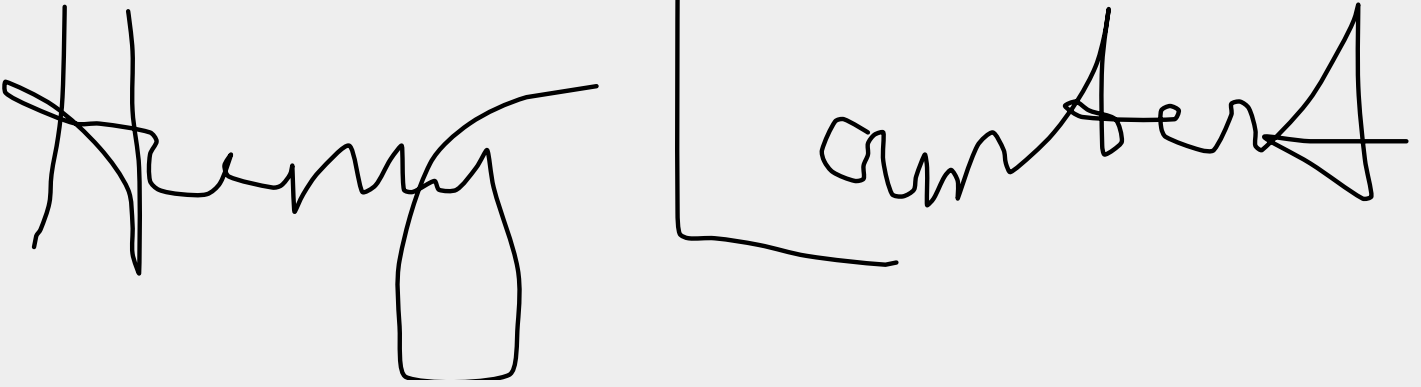
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a large loop on the left, followed by several smaller loops and a long, sweeping horizontal stroke that extends to the right.

**Signature, President of the Board of Trustees**



**Date**

(No response)

**Thank you.**



## **Entry 3 Progress Toward Goals**

**In Progress** - Last edited: Jul 31 2020

### **Instructions**

**Regents, NYCDOE, and Buffalo BOE-authorized charter schools**

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

## **Entry 3 Progress Toward Goals**

## PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

### 1. ACADEMIC STUDENT PERFORMANCE GOALS

**For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".**

#### 2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	NYS ELA exam proficiency rates meet or exceed comparable school district (CSD) rates.	NYS ELA exam for grades 3-5.	Unable to Assess	N/A
	NYS ELA exam proficiency rates	NYS ELA exam for		

Academic Goal 2	meet or exceed comparable Citywide rates.	grades 3-5.	Unable to Assess	N/A
Academic Goal 3	NYS Math exam proficiency rates meet or exceed comparable community school district (CSD) rates.	NYS Math Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 4	NYS Math exam proficiency rates meet or exceed comparable Citywide rates.	NYS Math Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 5	NYS ELA exam proficiency rates increase.	NYS ELA Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 6	NYS Math exam proficiency rates increase.	NYS Math Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 7	NYS ELA exam proficiency rates for English Language Learners will demonstrate positive academic growth for the applicable population.	NYS ELA Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 8	NYS ELA proficiency rates for Students With Disabilities (SWD) will demonstrate positive academic growth for the applicable population.	NYS ELA Exam for grades 3-5.	Unable to Assess	N/A



Academic Goal 9	NYS ELA exam proficiency rates for students eligible for free and reduced price lunch (FRLP) will demonstrate positive academic growth for the applicable population.	NYS ELA Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 10	NYS Math exam proficiency rates for English Language Learners will demonstrate positive academic growth for the applicable population.	NYS Math Exam for grades 3-5.	Unable to Assess	N/A

## 2. Do have more academic goals to add?

Yes

## 2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
	NYS Math proficiency rates for Students With			

Academic Goal 11	Disabilities (SWD) will demonstrate positive academic growth for the applicable population.	NYS Math exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 12	NYS Math exam proficiency rates for students eligible for free and reduced price lunch (FRLP) will demonstrate positive academic growth for the applicable population.	NYS Math Exam for grades 3-5.	Unable to Assess	N/A
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

### 3. Do have more academic goals to add?

No

#### 4. ORGANIZATION GOALS

**For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

##### 2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	The school self-reported average daily student attendance rate shall meet or exceed the average daily attendance for Community School District 14.	Automate the School (ATS) data and CSD 14 attendance data.		CSD 14 attendance data has not been released as of 8/3/20.
Org Goal 2	The school retention rate will exceed the rate of Community School District 14.	CSD 14 retention rate data.		CSD 14 retention rate data has not been released as of 8/3/20.
Org Goal 3	The school will meet or exceed any applicable student enrollment targets as prescribed by the	NYC DOE Annual Comprehensive		ELL enrollment targets were not available as of

	Board of Regents, for English Language Learners.	Review Report		8/3/20.
Org Goal 4	The school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.	NYC DOE Annual Comprehensive Review Report		SWD enrollment target were not available as of 8/3/20.
Org Goal 5	The school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for Free/Reduced Price Lunch Program.	NYC DOE Annual Comprehensive Review Report		FRLP enrollment targets were not available as of 8/3/20.
Org Goal 6	The school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English Language Learners.	Annual Comprehensive Review Report		ELL retention targets were not available as of 8/3/20.
Org Goal 7	The school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents,	Annual Comprehensive Review Report		SWD retention targets were not available as of 8/3/20.

	for students with disabilities.			
Org Goal 8	The school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for Free/Reduced Price Lunch Program.	Annual Comprehensive Review Report		FRLP retention targets were not available as of 8/3/20.
Org Goal 9	Parents will express satisfaction with the school's program based on the NYC DOE School Survey. The school will only have met the goal if at least 50% of parents participate in the survey.	2019-20 NYC DOE School Survey		NYC DOE School Survey data had not been publicly released as of 8/3/20.
Org Goal 10	Faculty will express satisfaction with the school's program based on the NYC DOE School Survey. The school will only have met the goal if at least 50% of parents participate in the survey.	2019-20 NYC DOE School Survey		NYC DOE School Survey data had not been publicly released as of 8/3/20.
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				

Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

## 2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in the yearly independent fiscal office	2019-20 Independent Fiscal Audit		The school is in the process of its 2019-20 Independent Fiscal Audit.
Financial Goal 2	Each year, the school will operate a balanced budget.	2019-20 Independent Fiscal Audit		The school is in the process of its 2019-20 Independent Fiscal Audit.
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in the Automate the School (ATS) system.	Automate the School (ATS) Data	Met	BCS had 219 students enrolled as of 10/31/19.
Financial Goal 4				
Financial Goal 5				

### 7. Do have more financial goals to add?

No

Thank you.

## Entry 7 Disclosure of Financial Interest Form

Completed - Aug 3 2020

### Instructions - Multiple Uploads Permitted

#### **Required of ALL Charter Schools by August 3**

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools:** [Disclosure of Financial Interest Form](#)
- **SUNY- Authorized Charter Schools:** [Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

#### **BCS Financial Disclosure Forms 2019\_20**

**Filename:** BCS\_Financial\_Disclosure\_Forms\_2019\_20.pdf **Size:** 8.2 MB

## Entry 8 BOT Membership Table

Completed - Jul 29 2020

### Instructions

#### **Required of All charter schools**

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

## Entry 8 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide



information for all --VOTING and NON-VOTING-- trustees.

**BROOKLYN CHARTER SCHOOL (THE) 331400860809**

**1. 2019-2020 Board Member Information (Enter info for each BOT member)**

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Henry Lambert, <a href="mailto:hlambert@lambertdevelopment.com">hlambert@lambertdevelopment.com</a>	Chair	Finance, Legal/Governance, Education	Yes	5	07/01/2019	06/30/2022	12
2	Mark David, <a href="mailto:mjdavid@gmail.com">mjdavid@gmail.com</a>	Secretary	Finance, Legal/Governance, Education	Yes	1	09/01/2018	06/30/2021	12
3	Diana Lee, <a href="mailto:dlee@sbcblaw.com">dlee@sbcblaw.com</a>	Trustee/Member	Education, Governance	Yes	4	07/01/2019	06/30/2022	11
4	Tony Betaudier, <a href="mailto:tonygb8@gmail.com">tonygb8@gmail.com</a>	Trustee/Member	Education, Governance	Yes	4	07/01/2019	06/30/2022	7
5	Feona Huezon, <a href="mailto:feonach">feonach</a>	Parent	Education	Yes	1	07/01/20	06/30/20	11

	<a href="#">@gmail.com</a>	Rep	n			19	22	
6	Joanne Hunt, <a href="#">jhunt@brooklyncharter.org</a>	Other	All Committ ees	No	2	07/01/20 19	06/30/20 22	12
7								
8								
9								

**1a. Are there more than 9 members of the Board of Trustees?**

No

**2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES**

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2020	6
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	5

### 3. Number of Board meetings held during 2019-2020

12

### 4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

## Entry 9 Board Meeting Minutes

Completed - Jul 29 2020

### Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

### [Brooklyn Charter School Board Minutes SY 2019\\_20](#)

**Filename:** Brooklyn\_Charter\_School\_Board\_Minutes\_\_BqmaMZD.pdf **Size:** 11.8 MB

## Entry 10 Enrollment & Retention

Completed - Jul 30 2020

### Instructions for submitting Enrollment and Retention Efforts

**ALL charter schools must complete this section.** Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

## Entry 10 Enrollment and Retention of Special Populations

### Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities,

English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

**BROOKLYN CHARTER SCHOOL (THE) 331400860809**

**Recruitment/Attraction Efforts Toward Meeting Targets**

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	In an effort to increase equity and access to various special student populations, Brooklyn Charter School requested a non-material change to its charter in 2017-18 in order to add lottery preferences to attract, retain, and meet/exceed enrollment and retention targets as prescribed by the Board of Regents and the board of trustees of the State University of New York. The Brooklyn Charter School Board of Trustees elected to give annual lottery preferences to students eligible for the Free/Reduced Lunch Program (FRLP's). For the 2019-20 public lottery, students deemed economically disadvantaged received preference in the school's lottery. The lottery preferences apply to all Brooklyn Charter School kindergarten applications and other grades (1-5) with available seats. BCS also continued its annual outreach to Day Care Centers, Nursery & Pre-K Schools and Community Centers throughout Bedford-Stuyvesant,	For the 2020-21 school year, BCS will continue its outreach utilizing the Recruitment Coordinator who will continue to be devoted to outreach bi-monthly to Day Care Centers, Nursery & Pre-Schools and Community Centers throughout Bedford-Stuyvesant, Bushwick and East New York beginning in November. This staff member will continue to distribute promotional packages that contain information about the school and our programs, open houses and tours, as well as, hard copies of the

	<p>Bushwick, East New York, Crown Heights and Clinton-Hill/Fort Greene. BCS created a position in 2018-19 titled, "Recruitment Coordinator." This knowledgeable bilingual staff member was responsible for reaching out within the community on a bi-monthly basis beginning in November 2018 to distribute promotional packages that contained information about the school and its programs, open houses and tours, as well as, hard copies of the application. These applications were also made accessible on the school's website for easy access. BCS also did a website overhaul with professional photography in order to make information more easily accessible and user-friendly. BCS did a social media launch on Instagram in order to get more information about the school, out to the public.</p>	<p>application. BCS will continue to foster relationships with these organizations in order to have a platform to give presentations. BCS will continue to attend recruitment fairs throughout the school year (NYC Charter Center, etc.). BCS will continue to provide its promotional materials in several languages in order to reach a more diverse population in the 2020-21 school year.</p>
	<p>In an effort to increase equity and access to various special student populations, Brooklyn Charter School requested a non-material change to its charter in order to add lottery preferences to attract, retain, and meet/exceed enrollment and retention targets as prescribed by the Board of Regents and the board of trustees of the State University of New York. The Brooklyn Charter School Board of Trustees elected to give annual lottery preferences to English Language Learners (ELL's). For the 2019-20 public lottery, students deemed English</p>	<p>For the 2020-21 school year, BCS will continue its outreach utilizing our Recruitment Coordinator who is devoted to outreach bi-</p>

<p>English Language Learners/Multilingual Learners</p>	<p>Language Learners received preference in the school's lottery. The lottery preferences apply to all Brooklyn Charter School kindergarten applications and other grades (1-5) with available seats. BCS also made an effort to attract English language learners sending its Recruitment Coordinator to advertise within the community by visiting day care programs to speak with parents about BCS and our ELL program as well as distribute applications. Applications for the school were created in English with a translation in Spanish, to attract families within the community whose primary language was not English. These applications were also made accessible on the school's website. BCS placed advertisements in local newspapers such as El Diario to ensure further outreach to the Spanish speaking populations in our district. BCS offered school tours for Spanish-speaking families every other Tuesday each month from January 2019-March 2019. BCS also did a website overhaul with professional photography in order to make information more easily accessible and user-friendly. BCS did a social media launch on Instagram in order to get more information about the school, out to the public.</p>	<p>monthly to Day Care Centers, Nursery &amp; Pre-Schools and Community Centers throughout Bedford-Stuyvesant, Bushwick and East New York. This staff member will distribute promotional packages that contain information about the school and our programs, open houses and tours, as well as, hard copies of the application. BCS will continue to foster relationships with these organizations in order to have a platform to give presentations. BCS will continue to attend recruitment fairs throughout the school year (NYC Charter Center, etc.). BCS will continue to provide its promotional materials in several languages in order to reach a more diverse population in the 2020-21 school year. BCS will continue to offer tours bi-monthly to Spanish-speaking families.</p>
	<p>In an effort to increase equity and access to various special student populations, Brooklyn Charter School requested a non-</p>	

#### Students with Disabilities

material change to its charter in order to add lottery preferences to attract, retain, and meet/exceed enrollment and retention targets as prescribed by the Board of Regents and the board of trustees of the State University of New York. The Brooklyn Charter School Board of Trustees elected to give annual lottery preferences to Students with Disabilities (SWD's). For the 2019-20 public lottery, students applying with an Individualized Education Plan (IEP) received preference in the school's lottery. The lottery preferences apply to all Brooklyn Charter School kindergarten applications and other grades (1-5) with available seats. BCS utilized our recruitment coordinator to reach out to the community on a bi-monthly basis beginning in November to advertise within the community by visiting day care programs to speak with parents about BCS and our Special Education program as well as distribute applications. BCS placed advertisements in local newspapers such as the Daily News which highlighted our special education program to ensure further outreach to this student population. These applications were also made accessible on the school's website for easy access. BCS also did a website overhaul with professional photography in order to make information more easily accessible and user-friendly. BCS did a social media launch on Instagram in order to

For the 2020-21 school year, BCS will continue its outreach utilizing our Recruitment Coordinator who will be devoted to outreach bi-monthly to Day Care Centers, Nursery & Pre-Schools and Community Centers throughout Bedford-Stuyvesant, Bushwick and East New York. This staff member will distribute promotional packages that contain information about the school and our programs, open houses and tours, as well as, hard copies of the application. BCS will continue to foster relationships with these organizations in order to have a platform to give presentations. BCS will continue to attend recruitment fairs throughout the school year (NYC Charter Center, etc.).

get more information about the school, out to the public.

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
	<p>Because BCS is located in one of the most under served communities of New York City, recruitment efforts in Bedford-Stuyvesant neighborhood, as well as, Bushwick and East New York have resulted in BCS having 80% of students considered economically disadvantaged. BCS is a fully inclusive school that reflects a family-oriented culture where students and families feel supported academically, socially and emotionally. BCS offered free breakfast and lunch for all students in 2019-20. The school hosted a family orientation in September so that families were able to meet teachers and faculty in order to become familiar with the school's curriculum and offerings. The school employed two deans that focused on positive reinforcement and restorative justice. The school had Success Assemblies quarterly and Harambee community meetings monthly that highlighted the BCS Cornerstones, affirmations, student birthdays and much more. While the school is focused on positive narration, BCS did monitor disciplinary practices closely. BCS will continue to</p>	<ul style="list-style-type: none"><li>• BCS will disseminate application materials and, whenever possible, host information sessions at locations and organizations serving District 14's most needy families: various Head Start locations, local Community Centers (e.g. Child Development Support Corporation), the Police Athletic League (PAL) located in Bedford-Stuyvesant (Gates Avenue) and the Bedford Stuyvesant YMCA.</li><li>• The BCS Recruitment Coordinator will meet one-on-one with leaders at the above</li></ul>



Economically Disadvantaged	<p>operate as a school that students enjoy coming to everyday. Although an academic rigorous environment, the BCS culture is about experiencing joy while learning. When school is a joyous environment and children are getting their academic, social and emotional needs met, retention becomes natural because students do not want to leave and our families are happy and satisfied with the education that their children are receiving. Besides the retention efforts described for 2019-20, BCS continued to provide an intensive after school program that focused on students in grades 1-5 who were significantly below grade level in ELA and/or math. Groups were small, prescribed and focused on data collected in SY 2018-19 along with initial data from 2019-20 to drive the selection and instruction for these students. Due to the COVID-19 pandemic, BCS decided to host a virtual summer program for students in grades K-4 who were in need of remediation as well as enrichment in order to continue to provide a resource for families. BCS will continue these initiatives in the 2020-21 school year in order to meet retention targets as families were pleased with student outcomes.</p>	<p>organizations to ensure that they are fully aware of our school programs and can share information with their clients and/or members in an informed manner.</p> <ul style="list-style-type: none"> <li>• In all recruitment materials, BCS will explicitly state that BCS is open to all students, regardless of prior academic performance. Additionally, we will be explicit about how our programmatic elements (e.g. two teachers in all grades (K-4), small group instruction, afterschool tutoring) are beneficial to students who have struggled academically and/or may need more intensive support.</li> </ul>
	BCS was a fully inclusive school with a very supportive school culture where all of our ELL students were either in a general education or ICT classroom. In	

English Language  
Learners/Multilingual Learners

2019-20, BCS continued to employ a full-time ELL teacher to ensure that children who qualified for services were receiving them. BCS participated in the NYCDOE District Charter Collaborative (DCC) Program to improve its ELL program. In year 2 of this collaborative, the school implemented specific goals for the ELL program which had a major impact on the success of our ELL students based on data that was collected in-house. For the 2020-21 school year BCS will continue to employ an ELL teacher to ensure that children who qualify for services are receiving them. While BCS has graduated from the NYCDOE District Collaborative Program, the school will continue to utilize and incorporate many of the ideas/structures that were learned/shared in order to continue the growth of our ELL program. A focus on data and tracking the progress of our students drove our work for 2019-20 as BCS was a member of an ELL Consortium which assisted the school in obtaining specific data to track student progress. This allowed administration and teachers to make implications for instruction based on student progress/regress throughout the school year. BCS will continue this process in the 2020-21 school year. Due to the COVID-19 pandemic, BCS decided to host a virtual summer program for students in grades K-4 who were in need of remediation as well as

- All promotional materials and applications will be printed in Spanish.
- BCS will send our Recruitment Coordinator, Spanish-speaking faculty and parent volunteers who are fluent in Spanish to the surrounding low-income housing projects (Marcy Housing Projects, Sumner Housing Projects) to distribute materials, hang door-knockers and communicate with residents in order to recruit new families.
- Spanish speaking members of the school staff and the parent community will participate at all community outreach events and information sessions to ensure that native Spanish speakers can fully understand the BCS program and application process.
- BCS will place advertisements in Spanish-language newspapers such as El Diario La Prensa, given the rising population of Spanish speaking families in Brooklyn.
- BCS will attend and distribute materials to organizations throughout Bedford-Stuyvesant that provide adult ESL classes in order to recruit new students.

	<p>enrichment in order to continue to provide a resource for families. BCS will also be translating important school documents in most of the first languages that our families speak so that they are informed as to what is happening within the school in order to feel like they truly belong to the school community.</p>	
Students with Disabilities	<p>BCS was a fully inclusive school in 2019-20. BCS has one ICT room on each grade level. BCS also had a Special Education Coordinator, a full-time SETSS teacher and social worker. BCS outsourced for speech and occupational therapy services as needed based on Individual Education Plans.</p> <p>BCS will continue to fully operate as a fully inclusive school as all of our students with IEP's are either in a general education classroom or an Integrated Collaborative Teaching (ICT) classroom, depending on what their IEP requires. In 2020-21 BCS will have one ICT classroom on each grade level. BCS will continue to employ a Special Education Compliance Coordinator and will have a Teacher-SPED Coordinator on-site. The Teacher-SPED Coordinator will be responsible for ensuring that the school's Response to Intervention (RTI) program is operating effectively so that children who are "at-risk" get support services and then move forward with an evaluation if deemed necessary. The school will also employ a full-time social</p>	<ul style="list-style-type: none"> <li>• In all recruitment materials, BCS will explicitly state that we serve all students, including those with existing IEP's, as well as those who have struggled academically in other school environments.</li> <li>• BCS will recruit at pre-school programs, such as Head Start, which serve students with special needs. BCS will also meet with</li> </ul>

	<p>worker and will outsource for SETSS, occupational therapy and speech services in order to satisfy the needs of our students with Individual Education Plans. BCS continued its intensive after school program that focused on students in grades 1-5 who were significantly below grade level in ELA and/or math. Groups will continue to be small, prescribed and focused on data collected in SY 2019-20 along with initial data from 2020-21 to drive the selection and instruction for these students. Due to COVID-19 BCS is exploring whether to continue this intensive after school program virtually to serve the needs of these students. BCS also decided to host a virtual summer program for students in grades K-4 who were in need of remediation as well as enrichment in order to continue to provide a resource for families during the pandemic. BCS will continue these initiatives in the 2020-21 school year in order to meet retention targets as families were pleased with student outcomes.</p>	<p>staff at these programs to make them aware of our capacity and programs serving students with disabilities.</p> <ul style="list-style-type: none"> <li>• BCS will meet with community organizations in Brooklyn that serve child clients with disabilities (and their parents) to make them aware of our capacity to serve students with disabilities (e.g. Early Intervention Centers).</li> </ul>
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## Entry 12 Percent of Uncertified Teachers

Completed - Jul 29 2020

### Instructions

#### **Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

# Entry 12 Uncertified Teachers

School Name: BROOKLYN CHARTER SCHOOL (THE) 331400860809

## Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

**CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	2.0
Total Category A: 5 or 30% whichever is less	5.0

**CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	0.0

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category C: not to exceed 5	0.0

**CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS**

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

**CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS**

	FTE Count
Total Category E	17



## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	22



Thank you.

## Entry 13 Organization Chart

Completed - Jul 31 2020

### [Instructions](#)

#### **Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

### [BCS Organizational Chart 19-20](#)

**Filename:** BCS\_Organizational\_Chart\_19-20.pdf **Size:** 181.0 kB

## Entry 14 School Calendar

Completed - Jul 31 2020

### [Instructions for submitting School Calendar](#)

#### **Required of ALL Charter Schools**

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3<sup>rd</sup> submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

**Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.**

### [2020-2021 BCS School](#)

**Filename:** 2020-2021\_BCS\_School.Calendar\_Tentativ\_eLB2EdQ.pdf **Size:** 42.2 kB

## Entry 15 Links to Critical Documents on School Website

## Instructions

### **Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

## **Form for Entry 15 Links to Critical Documents on School Website**

**School Name:** Brooklyn Charter School

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**Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

**By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:**

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	<a href="https://www.brooklyncharter.org/wp-content/uploads/2020/02/Brooklyn-Charter-School_2018-2019_AnnualReport.pdf">https://www.brooklyncharter.org/wp-content/uploads/2020/02/Brooklyn-Charter-School_2018-2019_AnnualReport.pdf</a>
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	<a href="https://www.brooklyncharter.org/bcs-board-of-trustees-meeting-7-28-20/">https://www.brooklyncharter.org/bcs-board-of-trustees-meeting-7-28-20/</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.brooklyncharter.org/about/school-documents/">https://www.brooklyncharter.org/about/school-documents/</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/essa.php?year=2019&amp;instid=80000004490">https://data.nysed.gov/essa.php?year=2019&amp;instid=80000004490</a>
4. Most Recent Lottery Notice Announcing Lottery	<a href="https://www.brooklyncharter.org/calendar/2020-04/">https://www.brooklyncharter.org/calendar/2020-04/</a>
5. Authorizer-Approved DASA Policy	<a href="https://www.brooklyncharter.org/wp-content/uploads/2020/07/Dignity-For-All-Students.pdf">https://www.brooklyncharter.org/wp-content/uploads/2020/07/Dignity-For-All-Students.pdf</a>
6. District-wide Safety Plan	<a href="https://www.brooklyncharter.org/wp-content/uploads/2020/07/School-Safety-Plan-2019_20.pdf">https://www.brooklyncharter.org/wp-content/uploads/2020/07/School-Safety-Plan-2019_20.pdf</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://www.brooklyncharter.org/wp-content/uploads/2019/10/The-Brooklyn-Charter-School-Student-and-Family-Handbook-FINAL-DRAFT-2019_20.pdf">https://www.brooklyncharter.org/wp-content/uploads/2019/10/The-Brooklyn-Charter-School-Student-and-Family-Handbook-FINAL-DRAFT-2019_20.pdf</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.brooklyncharter.org/about/school-documents/">https://www.brooklyncharter.org/about/school-documents/</a>
8. Subject matter list of FOIL records	<a href="https://www.brooklyncharter.org/about/school-documents/">https://www.brooklyncharter.org/about/school-documents/</a>
9. Link to School Reopening Plan	<a href="https://www.brooklyncharter.org/wp-content/uploads/2020/07/Brooklyn-Charter-School-Reopening-Plan-7_31_20.pdf">https://www.brooklyncharter.org/wp-content/uploads/2020/07/Brooklyn-Charter-School-Reopening-Plan-7_31_20.pdf</a>

Thank you.



## Entry 16 COVID 19 Related Information

Completed - Jul 29 2020

### Instructions

#### Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

## Entry 16 COVID 19 Related Information

School Name: Brooklyn Charter School

### TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	219	219	188

#### Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

	Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students
	iReady Reading Diagnostic/Curriculum Associates	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	200
	iReady Math Diagnostic/Curriculum	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	202



		×	×	×	×	×	×	×	×	×	×	×	×	×	
Tota l															402. 0

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

**Name:**

Tony Betaudier

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

THE BROOKLYN CHARTER SCHOOL

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

 Member

2. Are you an employee of any school operated by the education corporation?  
\_\_\_ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? No



If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

\_\_\_ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
NA	NA	NA	NA

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NA	NA	NA	NA	NA

Tony Betaudier (Joanne Hunt)  7/31/20

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Signature Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:**

917-642-5982

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**Business Address:** - 459 Marion Street, BKlyn NY 11233 Suite #1

**E-mail Address:** TONYGBB@gmail.com

**Home Telephone:** 347-405-8773

**Home Address:** 459 Marion Street, BKlyn NY 11233

last revised 06/8/2020

**Disclosure of Financial Interest by a Current or Proposed Board of  
Trustees Member**

**Name:**

Feona Chance-Huezo

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

Brooklyn Charter

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Parent Representative

2. Are you an employee of any school operated by the education corporation?  
     Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

\_\_\_ Yes ~~X~~ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
N/A	N/A	N/A	N/A

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
N/A	N/A	N/A	N/A	N/A


7/29/2020  
 Signature Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: N/A

Business Address: N/A

E-mail Address: feonache@gmail.com

Home Telephone: 917-415-7157

Home Address: 566 Gates Ave Brooklyn NY 11221

last revised 06/8/2020

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees  
Member**

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Name:

Mark David

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Brooklyn Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?  
Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?  
NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.



6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for profit, which contracts, or may contract, with the charter school or education corporation, or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

NONE

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

NONE

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in	Steps taken to avoid

			the organization conducting business with the school(s) and the nature of the interest	conflict of interest

Mike David  
Signature

July 29<sup>th</sup>, 2020  
Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted*

**Business Telephone:** (617) 642-9003

**Business Address:** 1060 5<sup>th</sup> Ave, apt 9B, NY, NY 10128

**E-mail Address:** mjdavid@gmail.com

**Home Telephone:** (617) 642-9003

**Home Address:** 1060 5<sup>th</sup> Ave, apt 9B, NY, NY 10128

*last revised 06/8/2020*

**Disclosure of Financial Interest by a Current or Proposed Board of  
Trustees Member**

**Name:**

Henry A. Lambert

**Name of Charter School Education Corporation (the Charter School Name,  
If the charter school is the only school operated by the education  
corporation):**

Brooklyn Charter School

1. List all positions held on the education corporation Board of Trustees  
(Board) (e.g. president, treasurer, parent representative)

Chairman

2. Are you an employee of any school operated by the education corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you  
hold, your responsibilities, your salary and your start date

3. Are you related, by blood or marriage, to any person employed by the school?  
NO

If **Yes**, please describe the nature of your relationship and how this person  
could benefit from your participation

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any  
student currently enrolled in the school?

NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation:

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

**NO**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation:

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation, or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date:

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

**NONE**

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

8. Identify each individual, business, corporation, union, association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

NONE

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

  
Signature

7-29-2020  
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 917-856-2511

Business Address: 171 E. 80<sup>th</sup> Street, New York, NY 10075

E-mail Address: hlambert@lambertdevelopment.com

Home Telephone: 212-570-2918

Home Address: 171 E. 80<sup>th</sup> Street, New York, NY 10075

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

**Name:**

Diana J. Lee

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

The Brooklyn Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

None

2. Are you an employee of any school operated by the education corporation?  
     Yes   ✓   No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

     Yes   ✓   No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
Please write "None" if applicable. Do not leave this space blank.			
	None		



8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Manatt, Phelps & Phillips LLP	Legal Services	Unknown	Diana J. Lee Non-equity partner (former)	Another partner did the work

  
Signature

7/24/2020  
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

212 681-6500

**Business Address:** Stempel Bennett Claman & Hochberg, P.C.  
675 Third Ave, NY, NY 10017

**E-mail Address:** dlee@sbchlaw.com

**Home Telephone:** 718 / 625-4138

**Home Address:** 154 Huguenot St, Brooklyn, NY 11231

last revised 06/8/2020

### **Members Present**

Henry A. Lambert, Chair

Diana Lee

Mark David

Joanne Hunt (ex-officio non-voting)

### **Others Present**

Ariel Arnold

The public meeting was held telephonically and with videoconferencing access from Brooklyn Charter School (Room 304) on July 29<sup>th</sup>, 2019. The meeting was called to order at 2:30pm. The minutes for the meeting held on June 5<sup>th</sup>, 2019 were approved.

Vast Conference Call Dial-in information:

Join Zoom Meeting Information

<https://us04web.zoom.us/j/358379208>

One tap mobile

+16465588656,,358379208# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 358 379 208

### **Board Members**

Board Members Henry Lambert, Diana Lee, and Tony Betaudier were re-elected to a new 3 year term.

Feona Huezo was elected to the Board. Feona was a former PTA co-president for the last 2 years. She cares for school and would be a great liaison with the parents. Feona attended Skidmore and is an educator who tutors students.

### **Head of School Report**

The tutoring program was assessed based on student data. This included testing data, teacher questionnaires, and tutor questionnaires.

The tutoring program can be improved through more consistent attendance. In order to improve this we need to help families with picking up their children at the end of the day. Most of those students who were unable to attend regularly generally rely on the buses for transportation home.

Overall the program was considered a success with students working better with other students as well as independently. To better assess this program we will add a baseline assessment at the beginning of the program to compare with the end of year performance. This will be particularly helpful as the current metric of report cards is subjective and varies from teacher to teacher. Also students must be held accountable and in cases where students have low attendance their families will be contacted.

The Dean Program has been a general success. The Deans are intended more as positive enforcers than as having a punitive role. In 2015/2016 there were 25 suspensions and 119 referrals. This number increased dramatically in 2016/2017, the year Joanne started, to 206 referrals (students sent out of the classroom) and 54 suspensions. Most of these were in K through 2<sup>nd</sup> Grade and the suspensions are in school suspensions supervised by the Deans. In 2017/2018 there were 173 referrals and 25 suspensions. In 2018/2019 there were 112 referrals and 35 suspensions with the uptick in suspensions coming as a result of a lot of new students entering the school. Joanne will share the policy on this.

#### Financials

BCS was required to merge some of its accounts to reflect an operating, payroll and escrow account. Joanne and Ariel spoke to the bank and we now have only 3 accounts. They are speaking to Chase about opening an official Escrow Account versus having the required \$70,000 in a separate Chase bank account. The auditors came to the school and they were pleased regarding the state of the accounts. We will have a deficit due to accrual payrolls over the summer but otherwise we would have broken even for the year. Ariel will recommend ways to get us back to break even to avoid future deficits.

Board members are reviewing the Compensation Survey completed by the NYC Charter Center as the school prepares its 2019-20 school budget.

#### The Wedding Garden

The Wedding Garden is now closed. Kevin Drakeford, the lawyer advising us, has set out how this should be shut down. The Board of The Wedding Garden passed resolutions according to Kevin's instructions to ensure that this was done correctly.

The next Board Meeting will be held telephonically at 11am on August 28<sup>th</sup>, 2019.

The meeting was adjourned at 3:10pm.



**Members Present**

Henry A. Lambert, Chair

Diana Lee

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

**Others Present**

Ariel Arnold

The public meeting was held telephonically and with videoconferencing access from Brooklyn Charter School (Room 304) on August 28<sup>th</sup>, 2019. The meeting was called to order at 11:00 am. The minutes for the meeting held on July 29<sup>th</sup>, 2019 were approved.

Vast Conference Call Dial-in information:

Join Zoom Meeting Information

<https://us04web.zoom.us/j/358379208>

One tap mobile

+16465588656,,358379208# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 358 379 208

**Test Scores**

There was an improvement in ELA scores with 54% of students receiving a 3 or 4 on the tests compared to 47% last year. This reflects a general positive trend of improving ELA results for BCS dating back to 2015. BCS outperformed the neighboring public school, the district and NYC DOE schools.

In Math there was a decline in scores with 53% of students receiving 3s and 4s compared with 67% last year. However, these results were better than the results from the years prior to last year and BCS outperformed the neighboring public school, the district and NYC DOE schools.

The initial analysis is that the ELA curriculum is really working and helping our students perform well on the tests. The after-school tutorial is also paying off – the administration will look at the data and see how the students who regularly attended this program performed. This data will be shared at the next board meeting. In addition, BCS took in several students from failing schools last year and these students were starting from a disadvantaged position which played a part in the decline of the math test scores.

### Enrollment

We are budgeting for 220 students. BCS currently has 220 students enrolled and is continuing to enroll more students. This includes 31 students in kindergarten. For now, there is one class split between 2 rooms and 3 teachers. If this number remains consistent through October, we will add another teacher and have two classes but will continue to add more students into the kindergarten. We will make a decision on this as soon as we know how many students are attending. A final 2019-20 BCS budget will be approved at the September 2019 Board of Trustees meeting.

### Organizational Update

Mary Kate Boesch, the Assistant Principal, is moving to upstate New York and will be leaving the school. Pamptata Sanders will be acting interim Assistant Principal. Ms. Kim, a kindergarten teacher, left the school to work in a DOE school. One of our second grade teachers moved to Florida and has been replaced by Ms. Ivy Lewis. In addition, two first grade teachers' contracts were not renewed. There are 25 students entering first grade and of these 5 students are new to the school and the remainder moved up from our kindergarten. If 1<sup>st</sup> grade grows much more we would open up a second class.

### Bridal Garden

The Bridal Garden has now been closed down. Kevin Drakeford was the lawyer advising us on this closure and we followed all of his instructions in the process of closing down the business.

The next Board Meeting will be held at the Brooklyn Charter School at 6pm on September 17<sup>th</sup>, 2019.

The meeting was adjourned at 11:30am.



### **Members Present**

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

### **Others Present**

Pam Sanders  
Ariel Arnold  
Robert Morales  
Ruby Doswell

The meeting was held at the Brooklyn Charter School on September 17<sup>th</sup>, 2019. The meeting was called to order at 6pm. The minutes for the meeting held on August 28<sup>th</sup>, 2019 were approved.

Feona Huezo was welcomed to the Board.

### **Enrollment**

There are currently 220 students enrolled, including 63 new students. There was 94% student retention, with 11 students leaving the school. This is the best retention rate we have recorded since 2015.

As there are currently 29 students enrolled in kindergarten we are going to split the class. One of these classes will be full and the other class will still be open to recruiting new students. The 2<sup>nd</sup>, smaller class will require one teacher.

Mr. Angel will have a new student report prepared, which will be presented at the October Board Meeting.

### **Staffing Update**

Teacher retention was 80%, of 21 teachers last year, 4 did not return. Mary Kate left the school to move upstate as an Assistant Principal. Two teachers went to DOE schools. One teacher went back to the Charter School they came from. One teacher moved to Florida.

BCS pay is comparable to New York DOE schools.

### **Academic Report**

There has been a regression in ELA scores in 5<sup>th</sup> Grade for the second year in a row.

The faculty has received a portion of the students' writing on the tests with explanations of the grading. It is apparent from studying this that students were tired by the end of the test,

especially as this is where the long essay question is. The administration is examining how to build stamina for future tests.

One approach is to start working on essays before January. Students were writing a lot in class but without purpose. There is now a focus on the students learning how to specifically address the question. It helps that the teachers are now aware of where the students are tripping up. Feona suggested that the students should provide oral responses to essay questions to see how the students' minds are working. Another approach to be examined is whether students should start with the final essay question and work backwards, if this is acceptable.

BCS has implemented a new data tracking system.

The enrollment in the Summit After School Program is 40 students, which is up from last year. The Tutoring After-school Program (TAP) will start in late November/early December. This program costs the school about \$30,000 per year but is free of charge to families.

This year BCS is also adding a Gamers & Coding class after school. There are currently 2 periods a week of technology starting in kindergarten.

BCS is looking into a platform for an extended learning program at home.

#### Financial Report

Enrollment of 220 students is helping the budget compared to last year's enrollment.

The auditors will add a footnote of the funds in the school's investment account so that it will be clear what funds are accessible for the school.

#### Board Items

The Wedding Garden is closed. An assessment has been conducted by counsel and has confirmed that there are no claims against the school. Specifically the landlord has no claim against the Wedding Garden.

The next Board Meeting will be held at the Brooklyn Charter School at 6pm on October 29th, 2019.

The meeting was adjourned at 7:30pm.



**Members Present**

Henry A. Lambert, Chair  
Diana Lee  
Feona Huezo  
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.

**Members Present**

Henry A. Lambert, Chair

Diana Lee

Tony Betaudier

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

**Others Present**

Pam Sanders

Ariel Arnold

The meeting was held at the school with access to videoconferencing on November 18<sup>th</sup>, 2019.  
The meeting was called to order at 5pm.

Join Zoom Meeting Information

<https://us04web.zoom.us/j/358379208>

One tap mobile

+16465588656,,358379208# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 358 379 208

The minutes for the meeting held on October 29<sup>th</sup>, 2019 were approved.

**Enrollment**

There are currently still 220 students enrolled but for budgeting purposes we are assuming a total of 215 students, as we often lose students over the course of the year and want to account for this in the budget.

Mr. Angel (Recruitment Coordinator) will come to Board Meetings every other month to discuss what he is doing to increase enrollment. He has targeted laundromats, community centers and three new daycare centers.

**Staffing Update**

There have been no new staff changes.



### Academic Report

The tutoring program, TAP, will start the first week in December.

The i-Ready program will be presented at the next Board Meeting. This is a diagnostic tool that will help to measure where students are at the beginning, middle, and end of the school year. It will help BCS predict how students may perform on state exams and will provide individual instruction to help students to grow. It includes online instructions but will also provide reports to teachers on the level of each of their students. This will help teachers and the administration group students and develop lesson plans. It will also help to group students in the tutoring programs. Overall it will help the school to monitor learning in real time. The students just completed the first diagnostic test and now the school will develop the individual plans based on the data collected.

BCS is looking into how parents can be more involved. This includes examining how teachers can work better with the families as it related to communication and information happening within the classroom.

The Summit Program currently has 40 students enrolled. There are 26 students enrolled in the STEM, after-school computer program, and these students are all very eager to engage with the program.

### Financial Report

BCS currently has a surplus of \$575,000, which is on budget and means that the school will at least break even this year with 215 students and could end the year with a surplus with 220 students.

Ariel will show us projections going forward with monthly expenses and income.

We still need more clarity on the requirements for the Escrow Account and still need information on what the Succession Plan is as this needs to be submitted by January 31<sup>st</sup>.

The next public Board Meeting will be held at Henry Lambert's home with the Board Meeting at 6pm followed by dinner. The following Board Meeting will then be held at the Brooklyn Charter School on January 14<sup>th</sup>, 2019.

The meeting was adjourned at 6pm.

### **Members Present**

Henry A. Lambert, Chair

Diana Lee

Tony Betaudier

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

### **Others Present**

Pam Sanders

Robert Morales

Ariel Arnold

Mr. Angel

The meeting was held at the home of Henry Lambert on December 10th, 2019. The meeting was called to order at 6:30pm. The minutes for the meeting held on November 18<sup>th</sup>, 2019 were approved.

### **Enrollment**

There are currently 219 students. Within a 2-week period BCS lost 6 students but gained 5 within the two-week period. The following students left the school:

- A brother and sister (in kindergarten and 2<sup>nd</sup> grade) moved back to Albany.
- A 4<sup>th</sup> Grader who lives in New Jersey moved to a closer school in New Jersey.
- Twins, who were in the 1<sup>st</sup> grade who were struggling with behavior chose to leave the school due a plethora of suspensions.
- A kindergarten student who found the travel to BCS difficult.

The following students joined the school:

- Two cousins (Kindergarten and a 3<sup>rd</sup> grader) of a family at the school, joined.
- A 2<sup>nd</sup> Grader whose mother attended the school years ago.
- A 4<sup>th</sup> Grader whose sister went to BCS and was on the verge of being expelled from a Success Academy.
- A 3<sup>rd</sup> Grader walk-in from the website.

Mr. Angel provided any update on recruitment efforts. There are a lot of families coming into the community and Mr. Angel is making sure they know we exist. Mr. Angel has set up evening visits at the local Brooklyn libraries, including setting up tables, chatting to families, and putting up flyers. Similarly, he visited local restaurants, where he put up flyers and encouraged word of mouth recommendations of the school. Mr. Angel identified and approached 4 daycares that we didn't know about. He also reached out to local churches, as well as to communities along our bus route.



Administration and teachers are outside the school every day and are very visible. But the priority for the school in its marketing and outreach is to ensure that name is attached to the front of the school. Joanne is going to have a conversation with the principal of the downstairs public school (PS 23). If this doesn't work Joanne will approach the liaison responsible for relations between co-located schools to ensure that we obtain the necessary signage in the front of the building.

#### Academic Report

An overview of iReady was presented to the Board. This is a research-based program with proven results. It is most useful for struggling students, identifying where their needs are based on general/essential standards such as comprehension, vocabulary, grammar, phonics, usage, numerical facts, math foundations, etc.

iReady offers online diagnostics and online instructional tools. It offers personalized plans for each student. Students spend at least 45 minutes per week online using iReady. In addition to the personalized plans for students it also produces lesson plans for teachers. Many students have similar issues so they can be grouped together based on this. It is also good for students with learning disabilities. This program should help BCS from over-testing students. An overview of iReady will be added to the BCS website.

Generally those students who have been with BCS perform better than those who just arrived at the school.

The TAP tutorial program started this week with 70 students participating with 13 tutors.

#### Financial Report

The net income as of this meeting was \$617,508.51. The school currently has \$2.3 million in the bank. While \$75,000 is in a separate account, it needs to be placed into an actual escrow account. There will be a meeting regarding the general school insurances in March with the Board Chair, the Principal, the Director of Operations and the company that provides the insurances to the school. The Board wants to ensure that the school has all of the appropriate coverages necessary by reviewing what coverage we currently have and looking to see if we need anything else.

Henry and Joanne will work together develop the initial draft of the required Succession Plan for School Leadership. No specific format was given for this. The draft will be presented at the January 2020 board meeting for review and discussion prior to submission on 1/31/20.

The next Board Meeting will be held at 6pm on January 14<sup>th</sup>, 2019 at Brooklyn Charter School.

The meeting was adjourned at 7:30pm.

### **Members Present**

Henry A. Lambert, Chair

Tony Betaudier

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

### **Others Present**

Pam Sanders

Ariel Arnold

The meeting was held telephonically via ZOOM conference on January 14<sup>th</sup>, 2020.

Join Zoom Meeting

<https://us02web.zoom.us/j/86160846533?pwd=bXF2Wm56Y3ZxeUxCZU5wQk9xRENOQT09>

Meeting ID: 861 6084 6533

Password: 5FpWza

The meeting was called to order at 6:30pm. The minutes for the meeting held on December 10th, 2019 were approved.

### **Enrollment**

Mr. Angel will come to every other board meeting to discuss enrollment and outreach.

Applications are due on April 1<sup>st</sup>. We have been receiving a lot of hits on the website and are aiming for 240 students for next year.

### **Academic**

The second diagnostic test is about to be administered. This will show how students participating in the tutoring programs have grown and how each student might perform on the state tests.

The TAP program is within the allocated budget. All of the tutors for this program are teachers. The 70 students attending TAP all performed below grade levels. The Sumit program has 41 students enrolled, with one student having left the program. There are 26 students in the STEM program, with one student added to the program.

### **Financial**

There is currently a \$660,000 surplus. Ariel is currently working on a projection but is expecting a surplus of about \$10,000 on June 30<sup>th</sup>.

Ariel is working on setting up the Escrow Account with Chase but if there is an issue with this then Henry will work with Chase to ensure that it is set up.

The succession plan for School Leadership is being drafted.

The next Board Meeting will be held at The Brooklyn Charter School at 6pm on February 24<sup>th</sup>, 2020.

The meeting was adjourned at 7pm.



**Members Present**

Henry A. Lambert, Chair

Diana Lee

Tony Betaudier

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

**Others Present**

Pam Sanders

Ariel Arnold

Robert Morales

The meeting was held at the Brooklyn Charter School on February 24<sup>th</sup>, 2020. The meeting was called to order at 6pm. The minutes for the meeting held on January 14<sup>th</sup>, 2020 were approved.

**Academics**

The second iReady Diagnostics tests were conducted. An analysis of these test results suggest that the TAP program is working. Out of 50 students in the Math TAP program 22 saw growth of between 25%-50% in Math. Out of 46 students in the ELA TAP program 22 saw growth of between 25%-50% in ELA. See the attached breakdown of results in Appendix 1 to these board meeting minutes. The data will also be analyzed for students not in the TAP program.

There are currently 13 instructors for TAP. The program starts with 30 minutes of iReady computer work and is then followed by 45 minutes of tutoring. Eight students have been added to the ELA TAP program. Two students tested out of TAP. There are on average 2 to 5 children per tutor.

There are 46 students enrolled in Summit and 26 students enrolled in STEM.

Joanne will arrange for Raymond to review all the computer programs being conducted in the school.

**Financials**

There is currently a \$553,000 surplus. Ariel is projecting a surplus in June of \$10,000. School spending is down.

Henry and Ariel will call Chase together to set up an Escrow Account. Ariel will first confirm the specific requirements for the Escrow Account.

### Enrollment

BCS currently has 219 students enrolled. There are 39 students in 3<sup>rd</sup> Grade, 48 students in 4<sup>th</sup> Grade, and 46 students in 5<sup>th</sup> Grade. There have been 25 new students enrolled in the past year and 49 students in the past two years.

The TAP program has helped any new students who are struggling to get up to speed. Kindergarten is the strongest grade.

Mr. Angel is continuing to build relationships with the higher performing pre-schools. Students from these organizations have a good foundation when they start kindergarten at BCS. He is also leaving materials at laundromats and bodegas.

BCS brings Performing Arts performances to daycares and childcares to introduce families to the school.

Mr. Angel follows up with all the kindergarten parents to see how they are finding the school and what brought them to BCS.

We need to emphasize in our outreach how BCS does in terms of getting children into middle schools and then once there how the former BCS students perform.

Joanne is going to meet with the Custodian and the Principal of the public school, which shares the building with BCS, to discuss signage in order to ensure that we have prominent signage at both entrances to the school.

Joanne distributed a draft of the Leadership Succession Plan for review.

The next Board Meeting was to be held at the home of Henry Lambert but will be held via Zoom conference calling in light of the Coronavirus.

The meeting was adjourned at 7:30pm.

### **APPENDIX 1**

**Tutoring Assistance Program (TAP)**

**i-Ready Growth Measures**

**ELA- 46 total students**

25%-50% growth= **22** students

1%-25% growth=**11** students

No growth= **13** students (Of the 13 students, 11 students missed at least 2 of 7 TAP sessions)

No students tested out of the program

8 students were added based on new i-Ready data.

**Math- 50 total students**

25%-50% growth= **22** students

1%-25% growth=**18** students

No growth= **10** students (Of the 10 students, 6 students missed at least 2 of 7 TAP sessions)

2 students actually tested out of the TAP program.

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**Breakdown of new students to BCS in grades 3-5 (Upper School)****3<sup>rd</sup> grade total: 39**

New to BCS in grade 3: 9

New to BCS in grade 2: 7

41% of the current 3<sup>rd</sup> grade has attended BCS for 2 years or less

**4<sup>th</sup> grade total: 48**

New to BCS in grade 4: 8

New to BCS in grade 3: 10

38% of the current 4<sup>th</sup> grade has attended BCS for 2 years or less

**5<sup>th</sup> grade total: 46**

New to BCS in grade 5: 8

New to BCS in grade 4: 7

33% of the current 5<sup>th</sup> grade has attended BCS for 2 years or less

**Total of Upper School Students (2019-20): 133**

**New students from 2018-19: 49**

**Overall percentage of new Upper School students from 2018-19: 37%**



### **Members Present**

Henry A. Lambert, Chair

Diana Lee

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

### **Others Present**

Pam Sanders

Ariel Arnold

Robert Morales

The meeting was held via a ZOOM conference call on March 23<sup>rd</sup>, 2020.

Join Zoom Meeting

<https://us02web.zoom.us/j/86160846533?pwd=bXF2Wm56Y3ZxeUxCZU5wQk9xRENOQT09>

Meeting ID: 861 6084 6533

Password: 5FpWza

The meeting was called to order at 6pm. The minutes for the meeting held on February 24<sup>th</sup>, 2020 were approved.

### **COVID-19 Update**

Mayor DeBlasio made an announcement on Sunday evening March 15, 2020 announcing that NYC DOE schools would be closed beginning Monday, March 16<sup>th</sup>. Schools were required to open from March 17<sup>th</sup>-20<sup>th</sup> in order to prepare a Distance/Remote Learning Plan to launch on Monday, March 23, 2020.

### **Academic Update**

#### **Actions taken to support families**

Telephone calls were made to all families on 3/17-3/18 to ensure proper contact information and to determine which families were in need of electronic devices. A parent group e-mail was set-up for updates in real-time. The BCS school website has been updated daily and will continue to be updated as information becomes available. School messenger calls were also sent out as necessary to inform families of any information necessary. Materials, Resources/Laptops & Tablets were distributed on 3/20/20 to families in need. A total of 55 devices were loaned to our students on 3/20/20.

#### **Distance/Remote Learning Plan- Please see attachment which describes the plan in detail.**

BCS teachers are creating daily instructional videos and utilize YouTube Channels (K-2) and Google Classrooms (3-5) to upload the videos and create assignments. Teacher hours are Monday-Friday (9:00 a.m. - 4:00 p.m.). Teachers reach out to families to check on them daily

and to answer any questions students have about the lessons/assignments. For attendance and participation, teachers document attendance and student participation daily in a google document.

Special Education Services- Students who receive related services continue to receive these via tele-therapy through live Google Meet sessions and telephone calls.

NYS Testing has been suspended for the 2019-20 school year.

Faculty Zoom conference meetings occur weekly to check in on faculty needs. The Principal and Assistant Principal provide oversight of instruction by viewing instructional videos daily and providing feedback to teachers as necessary.

#### Staffing Updates

Kimberly Headley (ELL teacher) went on leave as of 3/2/20. She was not scheduled to go on leave until mid-June. We have hired our former ELL teacher to work part-time (2.5 days per week) to continue to support our ELL students as we are mandated to do so.

Payment to faculty who are not salaried employees during the COVID-19 pandemic:  
It was determined that it would be fair to pay the BCS bus matrons 70% of their current pay bi-weekly salary as long as BCS continues to receive its expected per-pupil funding through payroll date June 26, 2020. It was determined that it would be fair to pay the BCS Afterschool faculty an average of their hours bi-weekly as long as BCS continues to receive its expected per-pupil funding through payroll ending June 12, 2020.

#### Financial Report

Budget vs. actuals ending period 2/29/20

There is currently a \$560,000 surplus. Ariel is projecting a surplus in June of \$30,000. School spending is down due to the conservative nature in which the school makes purchases.

There has been no clear information from NY State or the NYCDOE as to how the reconciliation will be conducted in July 2020 and how that will affect the budget. Once information becomes available, the school will inform the board immediately to determine how BCS will proceed with the 2020-21 school budget.

Henry will contact Chase so that BCS can solidify what they can do to assist us in setting up an Escrow Account for a dissolution account of \$75000. In the interim, Joanne and Ariel will again check with the NYC DOE to determine the specific requirements necessary for a dissolution account.

#### Charter School Grant for technology

BCS applied for a grant through the NYC Charter School Center for additional technology support for students during the COVID-19 crisis. We applied for \$20000 which would give BCS



the opportunity to purchase an additional 100 Chromebook and licenses for our families in need. The school will find out about the grant later in the week.

#### Enrollment

Enrollment remains at 219 enrolled students

Lottery Update: At this time, we have a total of 61 kindergarten applications. Depending on any further applications received by April 1<sup>st</sup>, BCS will determine when to have the public lottery. Joanne will present data from the 2019-20 kindergarten lottery to show how many applications were received via the school website and how many students actually enrolled into BCS for comparative purposes.

A discussion occurred regarding the need to increase or decrease our Facebook/Google Advertisement costs for enrollment due to COVID-19. Joanne will reach out to Matt Vaughn, our website consultant and will report back to the board during the April 2020 board meeting. The next Board Meeting will be held via Zoom conference in light of COVID-19 on April 27, 2020 at 6:00 p.m.

The Leadership Succession plan distributed at the February meeting were approved.

The meeting was adjourned at 6:37pm.

**Members Present**

Henry A. Lambert, Chair

Diana Lee

Feona Huezo

Mark David

Joanne Hunt (ex-officio non-voting)

**Others Present**

Pam Sanders

Ariel Arnold

Robert Morales

The meeting was held via a ZOOM conference call on April 27<sup>th</sup>, 2020.

Join Zoom Meeting

<https://us02web.zoom.us/j/86160846533?pwd=bXF2Wm56Y3ZxeUxCZU5wQk9xRENOQT09>

Meeting ID: 861 6084 6533

Password: 5FpWza

The meeting was called to order at 6:05 pm. The minutes for the meeting held on 23<sup>rd</sup>, 2020 were approved with a motion from Mark, seconded by Diana.

**COVID-19 Update**

Governor Cuomo extended the 180 day school day exemption through May 15<sup>th</sup>. This means that New York State public schools will remain closed until May 15<sup>th</sup>.

**Distance/Remote Learning Plan Updates**

Special Education Services- Students who receive related services continue to receive these services through live Google Meet sessions based on IEP mandates. Licensed Sped classroom teachers are now also providing SETSS for students who require these services.

Kodable will now be offered on Friday's for our students as a special class along with Music, Dance and Virtual Field Trips.

The question of the need for academic intervention services in the 2020-21 came up. BCS is aware that we will need to shift our instructional practice in 2020-21 in order to fill in the gaps for instructional loss which occurred in the latter part of the school year in 2019-20.

The question also came up regarding attendance and student participation. BCS will have a concrete percentage of attendance and participation at the May 2020 board meeting.



Student schedules: Instructional videos in Core Subjects are available for students as early as 8:30 a.m. each morning and teachers are available for students during the hours of 9 a.m.-4 p.m. We discussed sending a sample schedule for each grade so that families have an example of how each student can approach each day in order to get all of their classwork completed for the day.

BCS has several parents that are essential workers. One specific parent expressed frustration about being able to support their child in completing their work in a timely fashion in a parent survey. BCS has offered all of our family's flexibility in turning in assignments to minimize any frustration or unnecessary stress during these difficult times.

Currently BCS has given out a total of 75 iPads and/or Chromebooks and is scheduled to give out a total of 5 more in the next week.

### Staffing Updates

Payment to faculty who are not salaried employees during the COVID-19 pandemic:  
It was determined that it would be fair to pay the BCS bus matrons 100% of their current pay bi-weekly salary as long as BCS continues to receive its expected per-pupil funding through payroll date June 26, 2020. It was determined that it would be fair to pay the BCS Afterschool faculty an average of their hours bi-weekly as long as BCS continues to receive its expected per-pupil funding through payroll ending June 12, 2020.

Teacher Appreciation week begins May 4<sup>th</sup>. Board members agreed that a \$100 gift card would be appropriate for the 26 instructional faculty employed at BCS totaling \$2600.00

### Financial Report

Budget vs. actuals ending period 3/31/20

There is currently a \$500,000 surplus. Ariel is projecting a surplus in June of \$100,000. School spending is down due to the conservative nature in which the school makes purchases. More specifically the school has saved approximately \$11,000 from the afterschool program line, \$6,000 from the field trip line and \$7,000 from the office supply line to name a few. The school's budget was for 215 students and currently the school has 219 students on register attending the school.

There has been no clear information from NY State or the NYCDOE as to how the reconciliation will be conducted in July 2020 and how that will affect the budget. Once information becomes available, the school will inform the board immediately to determine how BCS will proceed with the 2020-21 school budget.

Joanne and Ariel spoke with Jason Kass at Chase Bank on April 14<sup>th</sup> regarding the \$75,000 escrow account that must be maintained in the event of dissolution. Mr. Kass expressed that the \$75,000 is currently in an interest-bearing savings account and that it can be made a



restricted account in which only board members will be able to access, more specifically the two current signers would be the only eligible BCS members that could move these funds for the purposes of dissolution only. BCS was able to get clarity from the NYC DOE regarding the specific requirements necessary for a dissolution account. The response from the NYC DOE was "While we do prefer an actual escrow account, as long as the dissolution funds are in a separate, dedicated account (so not lumped up with any funds reserved for other purposes) and as long as there is a valid reason to have the funds in another type of account, which should suffice. A reserved, interest-bearing savings account that only contains the funds set aside for dissolution sounds like it fits within the parameters of what we would find acceptable."

The 990's were approved and Joanne was given permission to sign the document in order to get it back to the audit firm in order to file on time.

#### Charter School Grant for technology Update

BCS received the grant from the NYC Charter Center for \$20000 to purchase an additional 100 Chromebook and licenses for our families in need. The school placed an initial order with Amazon for 20 Chromebooks (\$3487.79) which was needed for families in need and then placed a second order with CDW-G for an additional 85 Chromebooks (\$15980) and licenses (\$2125). The school is waiting for the shipment to come in.

#### Enrollment

Enrollment remains at 219 enrolled students

Lottery Update: As of April 1<sup>st</sup>, we had a total of 65 kindergarten applications in which we accepted all students. Of the 65 applications, we have 26 confirmed kindergarten students of which 10 are siblings attending in the fall 2020. In 2018-19, the school had 80 kindergarten applications of which we had 25 confirmed kindergarten students in which 24 students actually attended in the fall of 2019.

The board discussed that having a total of 36 kindergarteners for the 2020-21 would be optimal.

A discussion with Matt Vaughn (our website consultant) regarding the need to increase our google ads at this time occurred and Matt stated that while traffic is up on the website, it is not translating to student applications. It was requested by the board that a copy of the monthly website traffic report be provided for the next board meeting.

It was also discussed that maybe we can add some items to the website to increase parent interest (i.e. a virtual tour of the school, teacher instructional videos, etc.)XX

Diana also brought up the possible use of local neighborhood internet sites for advertisement. She mentioned seeing some charter school ads on local neighborhood websites and will provide Joanne some examples of these sites for her reference.

### Student Retention

An email survey went out to verify how many of our students were planning to return for the 2020-21 school year. For those families that did not respond, a personal phone call was made by our support faculty in order to get an answer. Of the current 173 students in grades K-4, 164 confirmed that they will be returning to BCS in the fall, 2 students will not be returning (both siblings are graduating) and 6 students are unsure (some are moving, the distance from home to school is a concern, etc.). 1 family did not respond.

The next BCS Board meeting is scheduled for May 26, 2020 at 6:00 p.m. via Zoom Conference due to the COVID-19 pandemic.

The meeting was adjourned at 6:37pm.



**Members Present**

Henry A. Lambert, Chair

Diana Lee

Feona Huezo

Mark David

Anthony Betaudier

Joanne Hunt (ex-officio non-voting)

**Others Present**

Pam Sanders

Ariel Arnold

Robert Morales

The meeting was held via a ZOOM conference call on May 26<sup>th</sup>, 2020.

Joanne Hunt is inviting you to a scheduled Zoom meeting.

Topic: BCS Board of Trustees Meeting

Time: May 26, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88032109290?pwd=aW5EUTVRZjEyaGx5RFp3a0FaQWtvdz09>

Meeting ID: 880 3210 9290

Password: 3hxxk9

The meeting was called to order at 6:03 pm. The minutes for the meeting held on April 27<sup>th</sup>, 2020 were approved with a motion from Diana, seconded by Mark.

**COVID-19 Update**

Governor Cuomo extended the 180 day school day exemption through the end of the school year. This means that New York State public schools will remain closed and are exempt from the 180 day minimum requirement of days that school must be in session.

**Distance/Remote Learning Plan Updates**

BCS has added Google Meet sessions each day for all grades. Each classroom teacher is required to be available for students for live sessions twice a day; once in the morning and again in the afternoon. During these sessions, classroom teachers answer any questions that students may have, clarify any work as well as take attendance. Administration found that this was a great way to continue a sense of classroom interaction and normalcy for BCS students.

There was a brief discussion regarding iReady and how the school will administer an end of year diagnostic test. The results of this diagnostic test are expected to show any deficiencies

students may currently have, whether they will be behind next year and where they might otherwise have been without the COVID-19 disruption.

The question about a summer program came up. Board members expressed that it would be a good idea to offer a summer program for students at BCS who are in need of further academic support. Mrs. Sanders volunteered to create a tentative program outline and budget to be discussed at the June 2020 board meeting. The school will look to create a program that will address the students that are currently at least one or two grade levels behind and will focus on strengthening foundational skills.

BCS remote learning attendance from 3/23/20-5/22/20 was 88%. Board members questioned low participation rates in first grade overall, 3<sup>rd</sup> grade in March/May and a 4<sup>th</sup> grade class in March. As BCS just compiled this data as of 5/25/20, Ms. Hunt will present an explanation of the attendance rates for those specific classes at the June 2020 board meeting.

#### Distance Learning Attendance Information for BCS:

Teacher	March 23-31	Grade %	April	Grade %	22-May	Grade %
Ms. Maynard	100	100	82	89	74	84
Ms. G & Ms. Shaima	100		96		94	
Ms. Martucci & Ms. Calmes	70	70	75	75	76	76
Ms. Ivy & Ms. Merlin	97	95.5	93	96	87	91.5
Ms. B & Ms. R	94		99		96	
Ms. Hallett & Ms. Rozzano	79	77.5	86	83.5	81	76
Ms. Balla & Ms. Toma	76		81		71	
Mr. Windley & Ms. McQueen	99	81	100	100	99	92
Ms. Plowden & Mr. T	63		100		85	
Ms. Charles	98	96	96	94.5	91	89.5
Ms. Fisher & Ms. PW	94		93		88	
Overall Total	88.18		91.00		85.64	

Currently BCS has given out a total of **84** iPads and/or Chromebooks. All available devices at BCS are currently on loan to students. BCS is currently waiting for its grant shipment of 85 new Chromebooks which has been delayed with the overwhelming amount of orders that have been made across the country. It was discussed that the school should begin the school year with enough electronic devices for all students in the event that remote learning needs to continue or in the event a second wave of COVID-19 hits NYC. The board wants to ensure that BCS is prepared with these devices prior to the beginning of the new school year. Ms. Hunt will request that our Computer Technician get a quote for another set of devices prior to the June 2020 board meeting.



### Staffing Updates

NYSED has offered a Teacher Certification Extension due to COVID-19 for those teachers whose current licenses are expiring or for those teachers who are completing a teaching program. This will allow teachers extra time to take care of licensing due to the COVID-19 shutdown.

### Financial Report

Budget vs. actuals ending period 4/30/20:

There is currently a \$680,000 surplus. Ariel is projecting a surplus in June of \$175,000. School spending continues to be down due to the conservative nature in which the school is currently making purchases. The school's budget was for 215 students and currently the school has 219 students on register attending the school.

There has been no clear information from NY State or the NYCDOE as to how the reconciliation will be conducted in July 2020 and how that will affect the budget.

The Per Pupil Rate for 2020-21 is \$16,123 (Projected Enrollment # for per pupil invoice for the 1<sup>st</sup> and 2<sup>nd</sup> payment). With direction from the board, BCS will project its 2020-21 enrollment at 220 versus 240. Since the school held solid at 219 during the 2019-20 school year, a projected enrollment of 220 is more realistic and will not put the school in a financial crisis for over-projecting enrollment. The board directed our Business Manager to propose at least 3 budgets, for the 2020-21 school year; one at 220, 215 and 200 students.

### Enrollment

Enrollment remains at 219 enrolled students.

More students from the immediate neighborhood are coming to the school. BCS has also been able to hold onto some students who have moved out of the neighborhood thanks to our bus service.

### Kindergarten Class update

- BCS now has 34 students confirmed for Kindergarten 2020-2021 (At the last board meeting, we had 26). Our incoming Kindergarten families have begun sending in their paperwork by email. The school is anticipating having two kindergarten sections for the 2020-21 school year.
- Mr. Angel has talked to 22 of the 35 families, one of those families declined which brought our number to 34. (the other 13 are siblings and he will be calling them this week to follow-up)
- We are discussing having a potential Zoom orientation for new Kindergarten families the week of June 8<sup>th</sup>.

### School Website

April 2020 Report: Traffic to the school website was trending down for the month of April. This could be due to the fact that the Charter School applications were due on April 1<sup>st</sup> so most families conducted their research of charter schools prior to April.

Additions to the Website: Henry stressed that our advertisements should stress bus service for incoming students.

Further BCS advertisement ideas: Diana sent Joanne an email from "PATCH" which is an on-line platform operated via neighborhood for us to look into for advertisement of BCS in the Bedford-Stuyvesant area. Joanne will look into this as well as get information from other websites that offer schools a platform for advertisement.

The next BCS Board meeting is scheduled for Tuesday, June 23, 2020 at 6:00 p.m. via Zoom Conference due to the COVID-19 pandemic.

The meeting was adjourned at 6:42 pm.



**Members Present**

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

**Others Present**

Pam Sanders  
Ariel Arnold  
Robert Morales

The meeting was held via a ZOOM conference call on June 23<sup>rd</sup>, 2020.

Topic: BCS Board of Trustees Meeting

Time: Jun 23, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82291448351?pwd=dnQ0aXVJRTdpWGFhMk0raEFGbGFGQT09>

Meeting ID: 822 9144 8351

Password: 0accEM

One tap mobile

+16465588656,,82291448351#,,,,0#,,593914# US (New York)

Meeting ID: 822 9144 8351

Password: 593914

Find your local number: <https://us02web.zoom.us/j/kewCcJCVKx>

The meeting was called to order at 6:07 pm. The minutes for the meeting held on May 26<sup>th</sup>, 2020 were approved with a motion from Diana, seconded by Henry. All voting members were in favor.

**COVID-19 Update**

Governor Cuomo extended the 180 day school day exemption through the end of the school year. This means that New York State public schools will remain closed and are exempt from the 180 day minimum requirement of days that school must be in session. The last day of classes for Brooklyn Charter School was Tuesday, June 23, 2020.

**Distance/Remote Learning Plan Updates**

4<sup>th</sup> Quarter Distance Learning Report Cards will be emailed to families on Wednesday, June 24, 2020. Retentions will not be determined at this time based on the 4<sup>th</sup> quarter report cards.

Students who were struggling pre-COVID-19 and were potential holdovers prior to the pandemic will be reassessed in the fall to determine placement for the 2020-21 school year.

BCS total remote learning attendance from 3/23/20-6/23/20 will be reported at the July 2020 board meeting.

A question was posed from the May 2020 board meeting regarding factors that affected attendance in certain grades (1<sup>st</sup> grade, 3<sup>rd</sup> grade and one 4<sup>th</sup> grade class). Factors that affected the attendance were initial lack of devices, parents having difficulty with the platform, parents who were essential workers and were not around during the day, and families who moved out of the state on a temporary basis.

#### 2019-20 Summer Program

BCS created a summer program that will address the students that are currently at least one or two grade levels behind and will focus on strengthening foundational skills. Mrs. Sanders will supervise the program. There are currently 7 teachers slated to instruct in live time. There are currently 47 students that are signed up for the program for grades rising 1<sup>st</sup>-4<sup>th</sup> graders. The total cost of the program is approximately \$16, 500. The program will run for 5 weeks beginning on July 7, 2020 and ending on August 6, 2020. Students will receive instruction in English Language Arts (ELA) from 9-10 a.m. and then they will receive Math instruction from 10:30-11:30 a.m. If a family currently needs a device for the summer program, they had the opportunity to pick up a device during this week.

BCS also continued to collect electronic devices from students who were not attending the summer program during the week of June 25<sup>th</sup>.

#### Update on 2020-21 School Year

Proposed NYC DOE plans:

**Alternating Days (M/W, T/TH, and Alternating Friday's):** Based on building capacity, groups of students will come on specific days with alternating Fridays.

**A Week/B Week:** Based on building capacity groups of students will come one week on and one week off.

**AM/PM Sessions:** Based on building capacity **groups of** students will come for morning and afternoon sessions.

Building capacity is based on the limitations on the building as a whole inclusive of the public school. At the July 2020 board meeting, there will be more specifics as to what capacity will look like more specifically for the 3<sup>rd</sup> floor (the space in which BCS occupies for the majority of the school day.)

Questions arose from board members regarding our school bus situation to be researched by BCS Admin and discussed at the July 2020 board meeting:

- What regulations will be in effect for busing in the new school year?



- Is there a way to have ventilation systems installed into the buses that our school utilizes daily?
- Does BCS have liability for school bus coverage (is it needed at this time) in the event that children catch a communicable disease on the bus?
- Does BCS need liability for school coverage (is it needed at this time) in the event that children catch a communicable disease in the school building?
- Generally...is there anything outside of the academic piece that we need to consider? And what steps are we taking to take care of our children regarding liability? What is NYC doing?

### Staffing Updates

NYSED has offered a Teacher Certification Extension due to COVID-19 for those teachers whose current licenses are expiring or for those teachers who are completing a teaching program. This will allow teachers extra time to take care of licensing due to the COVID-19 shutdown.

### Financial Report

Budget vs. actuals ending period 5/31/20:

There is currently a \$721,000 surplus. Ariel is projecting a surplus in June of \$200,000. School spending continues to be down due to the conservative nature in which the school is currently making purchases. The school's budget was for 215 students and currently the school has 219 students on register attending the school.

Budget proposals for next year will be presented at the July 2020 board meeting. Three budgets will be created (215, 200 and 180 students). The final approved budget is due to NYCDOE on 10/1/20.

Purchasing Chromebooks for 2020-21: Potential cost \$23,000

The board wants to ensure that BCS is prepared for remote learning with these devices prior to the beginning of the new school year so these devices will be ordered over the summer 2020.

The school will be purchasing other items with surplus money from the 2019-20 budget in order to create savings for the 2020-21 budget.

### Enrollment

Enrollment remains at 219 enrolled students.

### Kindergarten Class update

- BCS now has 34 students confirmed for Kindergarten 2020-2021
- There is a Kindergarten Zoom Orientation scheduled for Tuesday, June 30, 2020. There will be one at 11:00 a.m. and another at 5:00 p.m. The purpose of the orientation is to get incoming families acclimated with BCS and introduce them to the faculty and

kindergarten teachers.

#### School Website/Advertisement Ideas

Diana sent Joanne an email from "PATCH" which is an on-line platform operated via different NYC neighborhoods for us to look into for advertisement of BCS in the Bedford-Stuyvesant area. Joanne will look into this for the next board meeting.

Joanne looked into a Brooklyn Website: modernfamily.com and researched examples of advertisement costs for the site:

#### **Brooklyn Modern Family Website Packages**

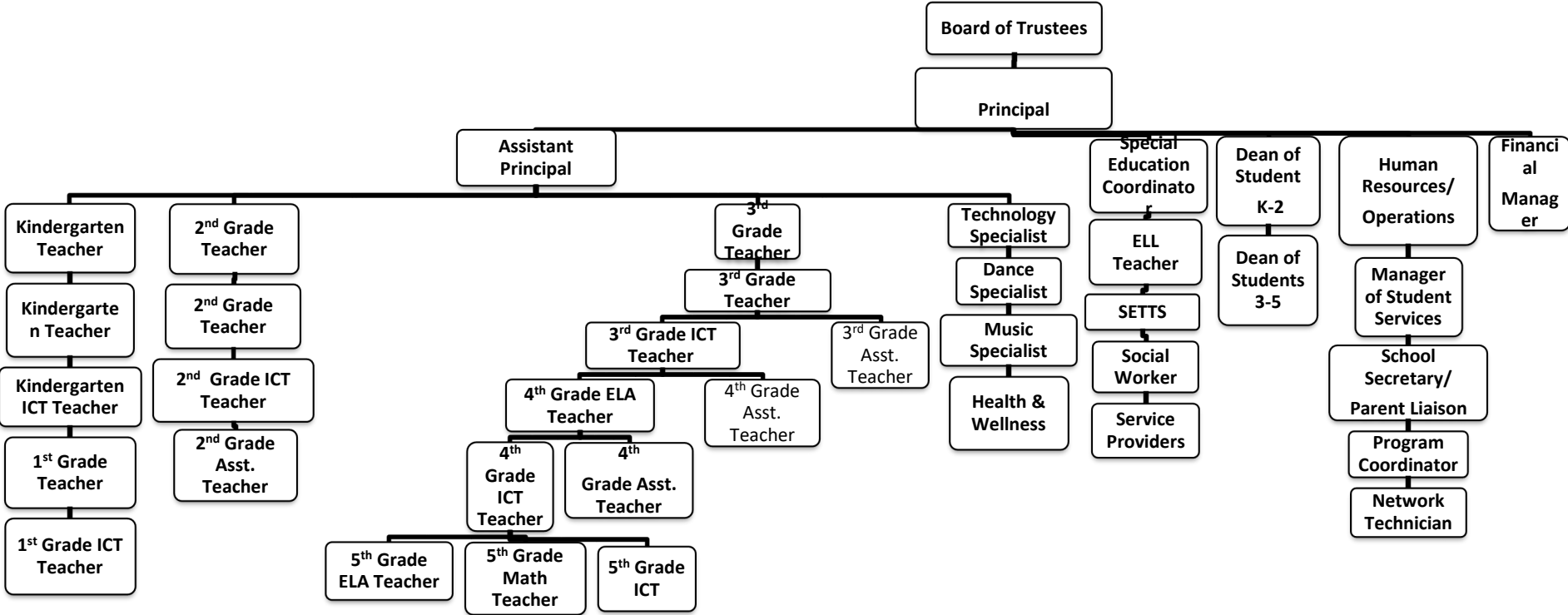
- **PACKAGE A -- \$1900** (Total Value = \$6,500)
- Full Page Digital Edition of Brooklyn Family (sent to 110,000 families in Brooklyn)
  - Banner Ad in Digital Edition Newsletter Blast for Brooklyn Family (sent to 110k families in Brooklyn)
  - 1x Dedicated Blast (sent anytime in 2020)
  - 1x Group Blast (Back-to-School)
  - 1 month Web Ad on NYF website
- **PACKAGE B -- \$1500** (Total Value = \$5,500)
- Full Page in Digital Edition (sent to 110k families in Brooklyn)
  - 1x Dedicated Blast (sent anytime in 2020)
  - 1x Group Blast (Back-to-School)
  - 1 month Web Ad on NYF website
- **PACKAGE C -- \$950** (Total Value = \$3,750)
  - Half Page in Digital Edition (sent to 110k families in Brooklyn)
  - 1x Dedicated Blast (sent anytime in 2020)
  - 1x Group Blast (back-to-school)
- **PACKAGE D -- \$650 (Total Value = \$1550)**
  - Half Page in Digital Edition (sent to 110k families in Brooklyn)
  - 1x Group Blast (Back-to-School)

The next BCS Board meeting is scheduled for Tuesday, July 28, 2020 at 6:00 p.m. via Zoom Conference due to the COVID-19 pandemic.

The meeting was adjourned at 6:52 pm. With a motion from Diana, seconded by Feona. All voting members were in favor.

# Brooklyn Charter School

## Organizational Chart 2019-20





# THE BROOKLYN CHARTER SCHOOL

## 2020-2021 Tentative School Year Calendar

### 180 School Days

*\*This calendar is a preliminary outline of the 2020-2021 School Year and is subject to change.*

Date	Day (s) of the Week	Event
September 10 <sup>th</sup>	Wednesday	Tentative First Day of School
September 17 <sup>th</sup>	Thursday	5:00-6:00pm- Virtual Curriculum Night 6:00-6:30pm- Virtual Title 1/PTA Meeting
September 28 <sup>th</sup>	Monday	SCHOOL CLOSED- Yom Kippur
October 12 <sup>th</sup>	Monday	SCHOOL CLOSED- Columbus Day
November 5 <sup>th</sup>	Tuesday	No School for Students- Election Day Virtual Professional Development Day for Teachers
November 11 <sup>th</sup>	Wednesday	SCHOOL CLOSED- Veterans Day
November 26 <sup>th</sup> -27 <sup>th</sup>	Thursday-Friday	SCHOOL CLOSED- Thanksgiving Break
December 23 <sup>rd</sup> - January 1 <sup>st</sup>	Wednesday-Friday	SCHOOL CLOSED- Winter Recess
January 18 <sup>th</sup>	Monday	SCHOOL CLOSED- Martin Luther King Jr. Day
February 15 <sup>th</sup> - February 19 <sup>th</sup>	Monday- Friday	SCHOOL CLOSED- Mid Winter Recess
<b>March 2021</b>	<b>TDB</b>	<b>New York State ELA Assessments- Grades 3-5</b>
April 1 <sup>st</sup> - April 9 <sup>th</sup>	Wednesday-Friday	School Closed- Spring Recess
<b>April 2021</b>	<b>TBD</b>	<b>New York State Math Assessments- Grades 3-5</b>
May 31 <sup>st</sup>	Monday	School Closed- Memorial Day
<b>May 2021</b>	<b>TBD</b>	<b>4<sup>th</sup> Grade- New York State Science Performance Test</b>
<b>June 2021</b>	<b>TBD</b>	<b>4<sup>th</sup> Grade- New York State Science Written Test</b>
June 9 <sup>th</sup>	Tuesday	No School for Students- Clerical Day Professional Development Day for Teachers
June 25 <sup>th</sup>	Tuesday	Last Day for Students