

Members Present

Henry A. Lambert, Chair
Diana Lee
Feona Huevo
Mark David
Tony Betaudier

Others Present

Pam Sanders
Ariel Arnold
Robert Morales
Joanne Hunt

The meeting was held via a ZOOM conference call on November 19, 2020.

Topic: BCS Board of Trustees Meeting

Time: November 19, 2020 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 822 9144 8351

Password: bcs

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 5:14 pm. The minutes for the meeting held on October 27th, 2020 were approved with a motion from Mark, seconded by Feona. All voting members (5) were in favor.

School Hybrid/Remote Updates:

- Mayor DiBlasio has shut down NYC Public Schools due to the current COVID rate of infection as of 11/18/20 until further notice.
- Current students opting for Full Remote Learning: 136
- Students Opting for In-Person: 74
 - Tentative Date to switch to in-person model for the 2nd quarter: 11/30/20
 - Number of students opting to switch to in-person model: 10
 - Tentative new in-person model number:84
- Current attendance average is 87% through November 18th. November only attendance is currently 91%.

- DOE Services
 - Current in-person students coming to school via school bus: 30 students currently come to school via the school bus which represents 40% of our in-person student population.
 - As of the shift on 11/30/20, 32 students will be coming to school via school buses which will shift the percentage to 38%.
 - Technology Update:
 - Devices loaned to date: 152
 - Waiting List: 0
 - Still waiting for an order placed in April for 100 Chromebooks scheduled to now arrive in December 2020.

Education Updates

- Monthly Parent Workshops
 - How Can I Support My Remote Learner? This intervention workshop was postponed due to the NYC Mayoral school shut down and will be rescheduled for December.
 - In-School instructional intervention
 - Daily small intervention groups for in-person students (2:20-3:00)
 - Friday is whole school intervention
 - 10:30-11:00 a.m. Small group ELA intervention groups
 - 11:45-12:45 Small group Math intervention groups
 - Board members will be given access to Google Classrooms in order to observe instruction as requested.
 - The revised investment policy was reviewed and a motion was made to approve (Feona) and seconded by (Tony). All voting members approved (5).

Staffing Updates

- 2020-21 staffing updates: None

Financial Report: Ms. Ariel

- Budget vs. actuals ending period 10/30/20
 - There is a \$565,000 surplus through October 2020 only. There is currently 1.9 million in investment accounts and \$500K cash on hand. Our expenses are approximately \$250k per month and if we remain in a remote model, the school will continue to save more money. A question was raised about salary accruals and when that will be adjusted in the reports in order to determine a more accurate surplus for June 2021. Ariel stated that she would begin to make these adjustments beginning in January 2021.

Enrollment Update

- a. Target for 2020-21: 215 enrolled students
- b. Actual ATS
 - i. Grade K: **27 (1 new student)**

- ii. Grade 1: **34 (1 new student)**
- iii. Grade 2: **25**
- iv. Grade 3: **36**
- v. Grade 4: **40**
- vi. Grade 5: **48 (1 student moved to another state)**
- vii. Current Actual ATS enrollment/Budget: **210 (2 new students from October meeting)**

The question about increasing our enrollment for the 2021-22 school year came up. Several ideas were discussed and a report on enrollment efforts will be addressed at the next board meeting. It was stressed that we need to become more creative in our efforts in order to increase our enrollment moving forward. Ideas discussed:

- Providing a prognosis on where each child goes after they leave BCS. It can be a compelling story to new families. If our children are attending great Middle Schools and are doing well, we need to be advertising that information.
 - Where do they go? How do they do?
- Creating an alumni page for our website- this is slightly piggybacking the above idea in getting the information out about our alumni.
- Partnering with Middle Schools in order to build relationships with active recruitment.
- Continuing to target areas outside of our Catchman/district area, more specifically where our buses travel with our current students.
- A report needs to be provided as to how we reach out to other schools (we may need a person to take specific charge of this). Meeting with other heads of schools, maybe taking them out to dinner, or something to that effect to build these relationships.
- How are we managing the marketing and advertising for BCS this year? Virtual tours, new materials for mailings, etc.

The next BCS Board meeting is scheduled for Tuesday, December 22, 2020 at 6:00 p.m. via Zoom Conference due to the COVID-19 pandemic.

The meeting was adjourned at 5:45 pm. With a motion from Mark, seconded by Tony. All voting members (5) were in favor.