**A Members Present**

Henry A. Lambert, Chair

Mark David

Feona Huezo

Diana Lee

Tony Betaudier

**Others Present**

Pamptata Sanders

Robert Morales

Joanne Hunt

Ariel Arnold

Bonilyn Charles

The meeting was held in a public space at the school (Room 304) as well as via a ZOOM conference call on September 22, 2021.

Topic: BCS Board of Trustees Meeting
Time: September 22, 2021 6:00 PM Eastern Time (US and Canada)

Place: ZOOM and 545 Willoughby Avenue

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/u/kewCcJCVKx>

The meeting was called to order at 6:05 pm. The minutes for the meeting held on August 10, 2021 were approved with a motion from Feona, seconded by Mark. All voting members (5) were in favor.

**School Updates:**

**Renewal:** Submission date was 9/1/21. All documents were submitted on time.

1. Public Hearing/Board of Trustees Renewal Meeting
	1. December 13-15
	2. Potential Zoom board interview will be either 12/14 or 12/15 at 8:00 p.m.
	3. A required letter to families went out to families by September 15, 2021.
	4. Diana requested a copy of renewal documents that were submitted to the NYCDOE authorizer. All board members will receive a copy of the school’s application for renewal.

**Health & Safety**

2021-22 Reopening Plans: BCS will follow DOH and NYC DOE policies based on their guidelines for health and safety:

* 1. Capacity: BCS will adhere to updated blueprints provided by the NYCDOE to maintain room capacity for all classrooms and offices.
	2. Physical Distancing: BCS will maintain 3 feet within classrooms and 6 feet during lunch periods.
	3. PPE and Masks: All staff and students will be required to wear masks in school with the exception of designated mask breaks and when eating/drinking.
	4. Operational Activity: BCS will continue daily screenings via paper and/or on-line. BCS will follow daily screening, temperature checks and hand-sanitizing upon entry.
	5. As per the NYCDOE, random testing protocols are in place to occur weekly through a 3rd party assigned by the NYCDOE.
	6. Vulnerable populations: BCS will have a remote learning option for students with medical/health situations. Students with acceptable medical documentation will qualify for this service if necessary. (Mark asked how many students we have that currently fall in this category. Currently all students are participating in person. We have 0 students who have requested remote learning due to medical needs.)
	7. Transportation and Food Services: BCS will follow the guidelines of the NYCDOE as it relates to these services. (It was explained that there have been some challenges with the buses because there is a shortage of bus drivers. Henry asked if the school still employs bus matrons for the school buses. We currently have 4 school buses and 4 bus matrons.)
	8. BCS will have a remote learning plan in the event the school must close due COVID related issues during the school year.
1. School Vaccination Policy and Weekly Testing
	1. The heavy discussion regarding the current DOE mandate, more specifically in charter schools.
	2. Diane revealed that the way in which our current policy is written, it is too vague and must be more specific. The policy will be sent to her for review and revision to be coupled with information from the NYCDOE’s current policy in order to finalize a policy for the school.
	3. The board agreed that exemptions (medical/religious) may be included and that only approved exemptions would allow for those individuals to provide negative weekly COVID test results.
	4. BCS is carefully monitoring the NYC vaccination mandate to ensure compliance.
	5. Feona added that we are here to service students and we must do so in the most fair and safe way possible with the understanding that people should still have a choice.
2. 2021-22 Staffing Updates
	1. BCS is looking to fill the following positions for the 2021-22 school year:
		1. 1st Grade Special Education (Filled)
		2. 1st Grade Assistant Teacher (Filled)
		3. 2nd Grade General Education (Filled)
		4. 3rd Grade Assistant Teacher (Filled)
		5. 5th Grade Assistant Teacher (Filled)
3. Financial Report: Ms. Ariel
	1. 2021-22 School Budget
		1. Board designated fund
			1. A motion was made by Mark and seconded by Henry: A board designated fund of $250,000 from the previous year’s surplus (Surplus total around $358K) will be utilized in the 2021-22 school year budget for restricted use to be determined by the board at a later time. The motion was carried with all 5 voting members in favor.
	2. Audit Updates- Finance committee will need to meet when the audit is complete to review findings.
	3. August 2021 Financials: Currently the school has a 423K surplus with 700K cash in the bank. The investment accounts currently total 2.1 million.
	4. Request for amendment to board motion regarding parent meeting incentive was made- The board agreed to hold off on the initial parent incentive of $25 for all participants at parent workshops due to the current enrollment situation. It was discussed that a large portion of parents participate in the 1st parent meeting of the school year, so we will wait until the 2nd parent meeting to determine what incentives we will offer moving forward.
4. Enrollment/Retention Updates: BCS is currently under-enrolled by 28 students. 13 of the 22 Kindergarten families that completed paperwork did not show up for the first week of school. Many of these families enrolled in multiple schools and selected their actual choice during the first week.
	1. Total enrollment: **176**
		1. K- 14
		2. 1- 27
		3. 2- 31
		4. 3- 31
		5. 4- 38
		6. 5- 35
	2. 2021-22 Retention rate: 84%
		1. BCS ended the 2020-21 school year with 207 students. Of those students, 47 5th graders graduated, leaving the school with 160 students. Of the 160 students, 26 students did not return, leaving BCS with 139 active students. Below is the data for students who did not return:
			1. Moved out of state (9 students): 34%
			2. New schools closer to home. These students lived a significant distance from the school and participated remotely during the 2020-21 school year (6 students): 23%
			3. Went to Success Academy due to the full remote option (4 students): 15%
			4. Shelter displacement (3 students): 12%
			5. Moved to another borough (2 students): 8%
			6. Home School Option (1 student): 4%
			7. Foster child went back to biological family (1 student): 4 %
5. Additional Board Items
	1. Meeting with Insurance carrier to review current policies: Mr. Morales to happen in October 2021.
6. Public Comment: None
7. Date & Location of next meeting: 545 Willoughby Avenue, Room: 304 and Zoom until further notice
	1. Upcoming Meeting Dates (Tentative)
		1. Monday, 10/18/21 at 6:00 p.m.
		2. Monday, 11/15/21 at 6:00 p.m.
		3. Monday, 12/13/21 at 6:00 p.m.
8. Adjournment: A motion was made to adjourn the meeting by Feona and seconded by Tony. All voting members (5) were in favor. The meeting was officially adjourned at 6:53 p.m.