**Board Members Present**

Henry A. Lambert, Chair

Mark David

Feona Huezo

Diana Lee

**Others Present**

Pamptata Sanders

Robert Morales

Joanne Hunt

Ariel Arnold

The meeting was held in a public space at the school (Room 304) as well as via a ZOOM conference call on October 18, 2021.

Topic: BCS Board of Trustees Meeting  
Time: October 18, 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 6:04 pm. The minutes for the meeting held on September 22, 2021 were approved with a motion from Mark, seconded by Diana. All voting members (4) were in favor.

**School Updates:**

**Renewal:**

1. Renewal Application and Executive Summary was sent to the board.
2. Public Hearing/Board of Trustees Renewal Meeting
3. December 13-15
   1. **Potential Zoom board interview will be either 12/14 or 12/15 at 8:00 p.m.**

**2021 Vaccination Mandate**

Due to the COVID vaccine mandate all faculty in NYC DOE buildings who wanted to remain employed were forced to take the COVID vaccination in order to enter/work a public school building. This mandate affected BCS in the following ways:

* 1. Faculty:
     1. Of the 8 non-vaccinated teachers, 4 teachers resigned (Kindergarten teacher, First grade teacher, 4th grade teacher and 5th grade teacher).
     2. Of the 6 non-vaccinated administrators, 1 refused the vaccination (School Secretary).
     3. As a result, the following shifts have occurred in the school:
        1. We have collapsed the kindergarten to one class.
        2. We moved a Kindergarten teacher to 1st grade.
        3. We have self-contained the 4th grade classes.
        4. Mrs. Sanders and Ms. Hunt are teaching 4th grade Math and ELA until we find an appropriate teacher.
        5. We moved the 5th grade Assistant Teacher to the classroom that lost a teacher until we find a replacement.
        6. We are looking to hire two general education teachers (4th & 5th grade) and at least one Special Education Teacher
     4. Diana asked a question regarding medical and religious exemptions and whether they were allowed. Initially exemptions (religious and medical) could be considered, however, once the Governor gave the support for the vaccine coupled with the Mayor of NYC’s mandate, the NYCDOE made the decision that all co-located Charter Schools must also follow the citywide vaccine mandate, cancelling the concession to test weekly if not vaccinated.

1. **School Safety and COVID cases**
   1. We have had 2 reported COVID cases so far this school year:
      1. A faculty member which was deemed a non-classroom closure due to no close contact with students upon the Situation Room investigation. This faculty member was required to quarantine for 10 days.
      2. A teacher who came in contact with 30 children over the period of 3 days last week. All 30 students had to quarantine for 10 days and were given instructions via the Situation Room as to when they were able to return to school. The school provided asynchronous remote work for the students during their time out of school.
      3. The question regarding a full remote option for students was raised. In the event that a classroom(s) must move into a full remote situation, the school is in the process of setting up access to electronic devices for all students. Live instruction during a remote learning situation will be available for all classes as of November 1st in the event a classroom(s) must close due to COVID.
      4. The school does not have a remote option in the event that a family no longer wants their child to participate in full in-person learning.
2. Financial Report: Ms. Ariel
   1. Audit Approval for FY2021
      1. The audit draft was shared with the board prior to the meeting for review. The audit notes were:
         1. BCS was issued a clean unmodified audit opinion.
         2. There were no significant adjustments.
         3. BCS ended the year with an operating surplus of $344K not including our investment gains.
         4. BCS had investment gains of $252K.
         5. BCS had $2.1M available for spending over a 1 year period, this covers 6 months of operating expenses.
         6. There was one internal control weakness identified which is less severe than a material weakness which BCS experienced in a previous audit three years prior.
         7. Feona made a motion to approve the final draft of the FY2021 school audit with a second from Mark. All voting members (4) were in favor.
   2. Brief financial report
      1. ESSER/ARP breakdown:
         1. Ms. Ariel shared a breakdown of the ESSER/ARP funding over the next two fiscal years. The items represented in the funding breakdown were established based on parent/teacher/school board surveys conducted by the school prior completing the applications.
      2. Henry reported that he met with Chase representative regarding our Investment accounts and that due to the fiscal climate, the school would remain conservative with its investment accounts.
3. Enrollment
   1. Total enrollment: **176** (175)
      1. K- 16 (14) Enrolled 2 new students.
      2. 1- 27 (28) Lost a first grader who moved to NJ
      3. 2- 30
      4. 3- 33 (31) Enrolled 2 new students
      5. 4- 35 (37) Lost 2 students (schools closer to home) and
      6. 5- 35
      7. We have a potential Kindergarten, 2nd and 3rd grade student in the process of applying and enrolling
4. Additional Board Items
   1. Curriculum Night/Meet the Teachers Attendance:
      1. Kindergarten: 9 of 14 families
      2. First Grade: 13 of 27 families
      3. Second Grade: 16 of 30 families
      4. Third Grade: 16 of 33 families
      5. Fourth Grade: 6 of 35 families
      6. Fifth Grade: 8 of 35 families
   2. Meeting with Insurance carrier to review current policies
5. Public Comment: None
6. Date & Location of next meeting: 545 Willoughby Avenue, Room: 304 and Zoom until further notice
   1. Upcoming Meeting Dates (Tentative)
      1. Monday, 11/15/21 at 6:00 p.m.
      2. Monday, 12/13/21 at 6:00 p.m.
7. Adjournment: A motion was made to adjourn the meeting by Henry and seconded by Feona. All voting members (4) were in favor. The meeting was officially adjourned at 6:44 p.m.