**Board Members Present**

Henry A. Lambert, Chair

Mark David

Feona Huezo

Diana Lee

Anthony Betaudier

**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 January 19, 2022.

Topic: BCS Board of Trustees Meeting  
Time: January 19, 2022 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 6:03 pm. The minutes for the meeting held on December 13, 2021 were approved with a motion from Diana, seconded by Feona. All voting members (5) were in favor.

**School Updates:**

1. Renewal:
   1. Renewal Visit Dates: 1/24/22-1/27/22
      1. The Board renewal interview is scheduled for Tuesday, 1/25/22 at 8:00 p.m. via Zoom. Joanne will resend the board meeting interview link to all board members.
      2. Concerns from the DOE
         1. Enrollment- enrollment was under the 15% required threshold during the 2017-18 school year (196 students). BCS is required to have at least 204 students each year. BCS was on the trajectory to grow back to its 240 enrollment expectation until the pandemic hit in March of 2020. In 2018-19 enrollment was 214, in 2019-20 enrollment was 220 and in 2020-21 enrollment dropped back to 214 due to the pandemic and the number of families who were no longer in NYC.
         2. 60 days of cash on hand (monthly)-Our internal audits show that that we have about 30 days of cash-on-hand in our operating account versus the required 60 of cash-on-hand. The school has about 2.1 million available in investment accounts which are not reflected as cash-on-hand. BCS will work with JP Morgan Chase Bank to obtain the appropriate documentation to show that we have the necessary funds available to meet this requirement.
      3. Update of Mitigation of Learning Loss Plan for 2021-22
         1. BCS has updated its learning loss plan to include the Saturday Test Prep Program.
2. School Programing
   1. Summit Afterschool program began the week of October 4th
      1. 36 total students attend the program
   2. Grades 3-5 Gamers/Coding Afterschool program began on November 16th
      1. 18 total students attend the program
   3. The Tutoring Assistance Program began on Monday, 12/6/21
      1. 35/45 total students currently being serviced
      2. 13 tutors are working in the program
   4. Saturday Test Prep Program began 1/8/22 for students in grades 3-5
      1. 18 students attended the first session.
      2. There are 3 teachers and 1 administrator who work the program
      3. There will be a total of 8 Saturdays in which the program will operate as long as we have a suitable number of students who attend.

**3.** School Safety and COVID cases (Mr. Morales):

* 1. We had an extensive amount of COVID cases prior to the winter recess.
     1. Faculty: 22 faculty members reported positive COVID results or were sick prior to the winter recess
     2. Students: 5 students reported positive COVID results prior to the winter recess.
     3. There were 8 COVID cases reported after the winter break.
  2. Random testing continues to occur weekly due to the uptick in COVID
  3. Number of vaccinated students: 10 known at the time of the board meeting
     1. Members of the board expressed concern with the amount of COVID cases affecting the BCS staff prior to the winter break. Omicron was a contributing factor to this uptick in COVID cases. BCS was still able to remain open and function during this challenging time so that all families who needed to have their children in school were able to.
     2. Members of the board also expressed concern regarding the low amount of students who were vaccinated. It was explained that because the vaccine was not mandated that we were not in a position to request that information from families.
     3. The board suggested encouraging families to have their children vaccinated by endorsing the importance of getting vaccinated and how it is the best way to stay protected against COVID

1. Financial Report: Ms. Ariel
   1. Financial report
      1. The school currently has 2.1 million in investment accounts in the bank and $312K in cash. The surplus at the end of January is currently 248K. Our JP Morgan Chase financial advisor has ensured that BCS maintain a conservative position with our investment accounts based on what is currently happening with the stock market at this time.
      2. The government ARP grant was finally approved and BCS will be able to recoup some of the expenses spent that qualify under this grant.
   2. Employee Incentive Plan
      1. The logistics of the plan are being finalized and the payout dates are also being reviewed to ensure the school’s capability to pay the incentives out in a timely fashion.
      2. Board members brought up the importance of having faculty make a commitment (via a contract with signature) to remain employed by the school for a specific date in order to receive a retention bonus and if they leave before that date will be responsible for giving the funds back to the school.
      3. Board members wanted this incentive plan to be understood as a one shot deal which spans from the 2021-22 school year to the 2022-23 school year for purposes of retaining current highly qualified teachers and assistant teachers.
2. Enrollment
   1. Total enrollment: **179** (178)
      1. K- 17
      2. 1- 30
      3. 2- 29
      4. 3- 32
      5. 4- 36
      6. 5- 35
3. Additional Board Items
   1. Meeting with Insurance carrier to review current policies
4. Public Comment: None
5. Date & Location of next meeting: 545 Willoughby Avenue, Room: 304 and Zoom until further notice
   1. Upcoming Meeting Dates (Tentative)
      1. Wednesday, 2/16/22 at 6:00 p.m.
6. Adjournment: A motion was made to adjourn the meeting by Diana and seconded by Mark. All voting members (5) were in favor. The meeting was officially adjourned at 6:53 p.m.