**Board Members Present**

Henry A. Lambert, Chair

Mark David

Diana Lee

**Others Present**

Robert Morales

Ariel Arnold

Joanne Hunt

The meeting was held in a public space at the school (Room 324) as well as via a ZOOM conference call on **December 20, 2022**.

Topic: BCS Board of Trustees Meeting
Time: December 20, 2022 6:00 PM Eastern Time (US and Canada)

Place: ZOOM and 545 Willoughby Avenue, Room 304

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

The meeting was called to order at 6:03 pm. The minutes for the meeting held on November 30, 2022 were approved with a motion from Diana, seconded by Mark. All voting members (3) were in favor.

1. **Enrollment Updates:**
	1. **Current student enrollment:** 165
	2. **2022-23 Enrollment Report:**
		1. **Advertising trends:** (Where & how did applicants find out about BCS during the last enrollment season?)
			1. Mr**.** Angel presented the information regarding enrollment trends for the 2022-23 enrollment season. Attached to this email is the presentation that was shared with the board. In sum, the majority of families who declined from attending BCS found out about the school via Social Media (54 families). For attending students, the majority of families found out about the school via family referrals and a google/on-line searches.
		2. **BCS Focus Groups:** Based on current enrollment (K & 1 students), what made each family choose BCS?
			1. Based on Mr. Angel’s focus groups and direct calls to families, the breakdown in why new families chose BCS was due to the following: Academics (28), Safe and Nurturing School (24), Afterschool (23), Great faculty/staff (20), Dance/Music Program (18), Bus Service (16), Location (10), Family-Oriented School (13), Women in Leadership (3), Principal of Color (2).
		3. **What did we learn from this data?**
			1. Residency played a big part in declined applicants- BCS also found that the majority of families that applied and lived beyond the school’s catchman/yellow bus service area declined a seat at the school. Moving into the new enrollment season, recruitment efforts will be more focused on families within the school neighborhood and families among the school bus routes. While all students accepted will be given the same opportunity to attend the school, advertisement efforts will center on the neighborhood and school bus routes.
			2. How did we spend advertisement dollars for the 2022-23?
				1. Daily News: $5100
				2. Google Ads: $2904
				3. Facebook Ads: $2138
				4. Brooklyn Family Online Advertisement: $1300
				5. 4 Imprint: $1312
				6. School Mint: $1225
				7. Advertisement total: **$13,979**

After board discussion and the data provided above, BCS will focus its advertisement dollars on Google/Facebook ads and reduce the dollars spent via the Daily News and Brooklyn Family.

* 1. **Enrollment season to begin January 2023**
		1. Potential Partnership (Our Leaders of Tomorrow)
			1. Management from Our Leaders of Tomorrow visited BCS on 12/14/22 and took a tour of the school and met with Mr. Angel and Ms. Hunt regarding a potential partnership. Both parties agreed that we would work with each other to support enrollment and details regarding the logistics of the partnership will be worked out in the coming weeks.
		2. Storefront Information from 2012-13
			1. BCS rented a storefront on Marcy Avenue around the corner from the school in summer of 2012 because the school building was closed due to asbestos abatement. Mr. Mahari and Ms. Desiree were stationed in the storefront but did extensive footwork in the neighborhood to get information about the school out to the community (the community pool, libraries, local businesses, train stations, etc.). The school ended with a total of 56 kindergarten students that school year and retained 44 of those kindergarten students (we lost a total of 12 students) into the 2013-14 school yea
			2. BCS will host pop-up informational tables in the summer of 2023 in areas that have heavy foot-traffic (the community pool, the Marcy/Myrtle Train Station, the B44 Limited Bus Stop by Home Depot, etc.) BCS will also look into potentially renting another space in the neighborhood in the summer if we find the need to expand our space for enrollment possibilities.
			3. Mr. Angel discussed have an event each month for potential new families with a theme. A more structured calendar will be put together for the enrollment season.
			4. Diana stressed that for all events we must have food and school giveaways.
1. **School Programing: Presentation of NYS Testing Data**

**2021-22 NYS ELA Test Data**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Grade | Total Tested | **Level 1** | **Level 2** | **Level 3** | **Level 4** | Proficient (Levels 3 & 4) |
|  |  | **#** | **%** | **#** | **%** | **#** | **%** | **#** | **%** | # | % |
| 3 | 31/31 | **6** | **19%** | **14** | **45%** | **11** | **35%** | **0** | **0%** | 11 | 35% |
| 4 | 32/35 | **14** | **44%** | **11** | **34%** | **7** | **22%** | **0** | **0%** | 7 | 22% |
| 5 | 34/35 | **11** | **32%** | **17** | **50%** | **5** | **15%** | **1** | **3%** | 6 | 18% |
| Total | 97/101 | **31** | **32%** | **42** | **43%** | **23** | **24%** | **1** | **1%** | **24** | **25%** |

**2021-22 NYS Math Test Data**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Grade | Total Tested | Level 1 | **Level 2** | **Level 3** | **Level 4** | Proficient (Levels 3 & 4) |
|  |  | **#** | **%** | **#** | **%** | **#** | **%** | **#** | **%** | # | % |
| 3 | 29/30 | **15** | **52%** | **6** | **21%** | **7** | **24%** | **1** | **3%** | 8 | 28% |
| 4 | 31/35 | **15** | **48%** | **7** | **23%** | **9** | **29%** | **0** | **0%** | 9 | 29% |
| 5 | 32/35 | **23** | **72%** | **8** | **25%** | **1** | **3%** | **0** | **0%** | 1 | 3% |
| Total | 97/100 | **53** | **57%** | **21** | **23%** | **17** | **19%** | **1** | **1%** | **18** | **20%** |

**2020-21 NYS ELA Test Data**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Grade | Total Tested | Level 1 | **Level 2** | **Level 3** | **Level 4** | Proficient (Levels 3 & 4) |
|  |  | **#** | **%** | **#** | **%** | **#** | **%** | **#** | **%** | # | % |
| 3 | 12/35 | 4 | 33% | 5 | 42% | 3 | 25% | 0 | 0% | 3 | 25% |
| 4 | 22/40 | 5 | 23% | 9 | 41% | 5 | 23% | 3 | 14% | 8 | 36% |
| 5 | 18/49 | 8 | 44% | 5 | 28% | 2 | 11% | 3 | 17% | 5 | 28% |
| Total | **52/124** | 17 | 33% | 19 | 37% | 10 | 20% | 1 | 10% | **18** | **30%** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Grade | Total Tested | **Level 1** | **Level 2** | **Level 3** | **Level 4** | Proficient (Levels 3 & 4) |
|  |  | # | % | # | % | # | % | # | % | # | % |
| 3 | 11/35 | 9 | 9% | 1 | 9% | 1 | 9% | 0 | 0% | 1 | 9% |
| 4 | 19/40 | 7 | 37% | 8 | 42% | 4 | 21% | 0 | 0% | 4 | 21% |
| 5 | 16/49 | 10 | 63% | 4 | 25% | 1 | 6% | 1 | 6% | 2 | 13% |
| Total | **46/124** | 31 | 32% | 42 | 43% | 23 | 24% | 1 | 1% | **6** | **14%** |

**2020-21 NYS Math Test Data**

1. It was noted that for the 2021-22 school year, almost half of the 5th graders were taking a NY state test for the first time due to COVID, as the NYS assessments were cancelled for the 2019-20 school year (when they were 3rd graders) and only half of the students took the exam in the 2020-21 academic school year (when they were 4th graders).
2. The test scores from the 2020-21 school year were not publicly released or utilized for comparisons with the State and comparable districts due to COVID and the inconsistencies with attendance and remote/hybrid learning with students within that school year. Less than half of the students in grades 3-5 took the NYS ELA and Math assessments in the 2020-21 school year.
3. **Financial Report**
	1. Financial Snapshot: Through November 2022, the school has recognized $1,535,495.79 in per pupil revenues. We are projecting to recognize $3,474,376 in revenue by year end. This projection is based on an enrollment of 165 GENED students and 22 SPED students. These numbers are aligned with our budget. We received our IDEA funding for the year which was $5,300 higher than what we projected. We have received the remaining Summer Boost grant which was $84,000. We have incurred $1,465,398 in expenses through November 30th. The school has made two Employee Incentive stipend payouts via the Board Designated Fund totaling $117,100. The Board Designated Fund has $132,900 remaining to be used for any future expenses the Board may deem necessary. The projected year end surplus will be given in January’s meeting when I present the updated financial report with auditor recommendations. As of 12/20/22, BCS has $2,158,670 in the bank, $1,009,168in cash accounts, $1,074,515 in investment accounts, and $75,228 in the escrow account. The projected days of cash on hand to meet operating costs is currently at 121.
	2. Mark asked about the investment accounts and what the gains/losses are daily based on the current economic market. The investment accounts have averaged a gain/loss anywhere between $20-50K since the last board meeting. Ms. Ariel checks the accounts on a daily basis to monitor this information.
	3. The accountants reviewed the initial financial package and financial snapshot that Ms. Ariel created. It was sent to the firm on November 30th and reviewed by Nina from the accounting firm on 12/6/22. It was reported that the format of the presentation was informative and valuable for assisting the board members with the understanding of the financial health of the organization. Nina added that the financial snapshot could include balance sheet highlights, she also gave suggestions regarding presenting the budget versus actuals and cash analysis reporting. Nina also suggested updating the board regarding the board designated fund and what has been spent from it thus far and what is remaining.
4. **Staffing Considerations for 2022-23:**
	1. Staffing Needs:
		1. None at this time
5. **Additional Board Items/Questions:**
	1. The BCS School Safety Plan needs to be officially adopted by the BCS school board. A motion was made by Mark and seconded by Diana. All voting members (3) were in favor. The BCS School Safety Plan was officially adopted on 12/20/22.
6. **Public Comment: None**
7. **Date & Location of next meeting:** 545 Willoughby Avenue, Room: 304 and Zoom.
	1. Upcoming Board Meeting Date(s): January 24, 2023 at 6:00 p.m.
8. **Adjournment:** A motion was made to adjourn the meeting by Diana and seconded by Mark. All voting members (3) were in favor. The meeting was officially adjourned at 6:37 p.m.