

Board Members Present

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

Others Present

Robert Morales
Ariel Arnold
Joanne Hunt
Nora Balla
Angel Perez
Anna Toma

The meeting was held in a public space at the school (Room 324) as well as via a ZOOM conference call on **March 28, 2023**.

Topic: BCS Board of Trustees Meeting

Time: March 28, 2023 6:00 PM Eastern Time (US and Canada)

Place: ZOOM and 545 Willoughby Avenue, Room 322

Join Zoom Meeting

<https://us02web.zoom.us/j/82291448351?pwd=dnQ0aXVJRTdpWGZhMk0raEFGbGFGQT09>

The meeting was called to order at 6:04 pm. The minutes for the meeting held on February 28, 2023 were approved with a motion from Diana, seconded by Feona. All voting members (4) were in favor.

1. Enrollment Updates:

- a. Current student enrollment: 165
- b. Enrollment season: (March 2023 updates)- Ms. Hunt
 - i. Welcome Back Parent Meeting (3/8/23)
 1. Over 85 parents and students came to the event (56 parents signed the attendance sheet). Families met in the cafeteria to learn about the BCS programs, Title funding and then had an opportunity to visit classrooms on the 3rd floor.
 - ii. Art Meets Steam Event (3/15/23)-7 potential student families participated and 1 current parent spoke of behalf of the school. Guests participated in a Science Technology Engineering/Art project. Guests built a circuit/robot, added markers to certain areas of the robot and then created an art piece by allowing the robot to free flow over paper. The current parent spoke about her son's experience at BCS and why she chose the school.
 - iii. Housewarming Party for new families (4/19/23) this event will welcome

new families that have accepted a seat at BCS and have completed paperwork.

- iv. BCS Marketing Pamphlet- Ms. Hunt is almost finished with the pamphlet. This marketing tool is to include what sets BCS apart from other schools. It will include what scholars learn within each grade as well as all of the components that make BCS unique.
 - 1. Diana requested that we include our busing opportunities to several neighborhoods in Brooklyn and to highlight the neighborhoods in the pamphlet.
 - 2. Henry spoke on his concern about the oversaturation of schools in the Bedford-Stuyvesant area and understands how this makes enrollment a challenge. He wanted to know if there was a platform where we can raise our concerns about lifting the charter school cap and placing new schools in communities where there is a need. Henry iterated the importance of educating our parents about this and needing their help in getting families to commit to BCS.
- c. 2023-24 Enrollment Update- Mr. Angel
 - i. We have followed all of our three bus routes and have found 35 daycares among the routes in order to have more reach to new potential families.
 - ii. Due to the vaccine mandate being lifted, we are in a much better space with the consistency and flow of interested families coming into the building.
 - iii. BCS has an admissions team. Last year there was a one-page application and it was more inquiry based. While families can still complete an application in this manner and still be entered into the lottery, there is another step where families can complete an additional packet which requires more information (creating an account with a login/password and submitting documents associated with potential enrollment if accepted into the school via)
 - 1. We have 49 physical kindergarten applications.
 - 2. We have 25 physical applications for grades 1-5.
 - 3. 97 families have received an email blast reminding them about the upcoming lottery
 - 4. The minute an application comes into the school, communication is made with the family within 24 hours.
 - 5. Feona asked “How can we ensure they will enroll in September? We had the numbers last year, but by September, many did not show up. Angel replied as mentioned previously that the application is different this year in the sense that there is a 2nd part that requires more information and more families have completed this portion with the hopes that they are admitted via the lottery. Angel has also had several conversations with families who have applied and committed to the school as long as they get

a spot from the lottery.

- iv. We have 20 leads through social media
- v. There have been several daycare directors/liaisons coming into the school to visit BCS.
- vi. The 2023 summer program will also be a great billboard for the school as we did get families from the 2022 Summer Boost program to apply and accept a seat at BCS.
- vii. Angel stressed that being that we lose approximately 30-35 5th graders, we must bring in at least 40 new students, more specifically in the lower grades. Building the lower grades (K-2) is the lifeline of the school.
- d. Diana urged us to stay in constant communication with families. Sometimes when you “bug” them, it is appreciated. It is that human aspect of communication that can be the difference in a family choosing BCS over another school. Angel reassured the board that he overly communicates with families for this exact reason.

2. School Programming

- a. Summer Boost 2023- BCS applied for the program March 17th and that two revisions have had to be completed thus far. We are confident that we will receive the funding for a 2023 Summer Program based on the growth that was made in the 2022 summer program as we were urged to apply again this year.
- b. BCS Homecoming Week- Week of May 15th- BCS is planning a week of ultimate school culture events by instituting our 1st annual homecoming week. This week will consist of:
 - i. Color Wars (A school-wide competition between grade groups)
 - ii. BCS Fest (A showcase of our Performing Arts program) - students will perform music and dance selections for the school community.
 - iii. Sneaker Ball Fundraiser (An event for the entire school community, where we come together to fellowship at a nominal cost with a DJ, and light refreshments).
 - 1. BCS will invite parents/guardians, students, faculty, BCS alumni, Board Members, new families, business owners in the area, politicians, etc.
 - iv. Diana asked if we do any alumni events. Pre-Covid, we did alumni events, however, Post-Covid, we have not. Our homecoming week will be a great opportunity to create events for our alumni to take part in.

3. Financial Report:

- a. Financial Snapshot through February 2023: Through February, the school has recognized \$2,241,670 in per pupil revenues. We are projecting to recognize \$3,264,192 in per pupil revenue by year end. This projection is based on an enrollment of 165 GENED students and 17 SPED students. We have forecasted to receive \$468,335 in federal funding. We have incurred \$3,204,709 in expenses through February 28th. The forecasted end of year deficit is approximately

\$52,740. BCS spends about \$320,000-\$375,000 a month on operating expenses. As of, March 17th we have \$1,741,401 of cash in the bank. Of that balance there is \$1,098,636 in investment accounts, \$567,487 in cash accounts, and \$75,275 in the escrow account. Cash will be increased by \$89,250 as we received a portion of Title and ARP funds. We currently have 105 of days on cash on hand which can cover 3 months of expenses.

- b. NYC Marathon Fundraising Opportunity (2023-24): Ms. Shannon applied for 5 slots in the NYC Marathon via BCS as a non-profit in order to raise funds for the school's 2023-24 school budget. BCS received the 5 slots for the marathon. Each slot requires a minimum of \$3500, netting the school a minimum of \$15000 in additional revenue for the 2023-24 school year.
- c. Neighborhood School Grants (Walentas Family Foundation & Two Trees Co): BCS has an opportunity to apply for a grant up to \$25000. The foundation is looking to fund homegrown programs within schools. Some examples are (Classroom instruction support, Curriculum development, enrichment clubs, Experiential Education, Professional Development, Restorative Justice, Mentoring & Guidance, etc.) We are brainstorming ideas at this time. The application is due 4/30/23.

1. Staffing Considerations for 2022-23:

- a. Staffing Needs:
 - i. None at this time

2. Additional Board Items/Questions:

- a. Tony commented on the school's social media presence/accounts and stated that they were "inspiring."

3. Public Comment: None

4. Date & Location of next meeting: 545 Willoughby Avenue, Room: 304 and Zoom.

- a. Upcoming Board Meeting Date(s): April 27, 2023 at 6:00 p.m.

5. Adjournment: A motion was made to adjourn the meeting by Diana and seconded by Tony. All voting members (4) were in favor. The meeting was officially adjourned at 6:40 p.m.