

### **Board Members Present**

Henry A. Lambert, Chair  
Tony Betaudier  
Mark David

### **Others Present**

Pamptata Sanders  
Robert Morales  
Ariel Arnold  
Joanne Hunt  
Nora Balla

Topic: BCS Board of Trustees Meeting

Time: April 27, 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 6:01 pm. The minutes for the meeting held on March 28, 2023 were approved with a motion from Mark, seconded by Tony. All voting members (3) were in favor.

### **Enrollment season: (April 2023 updates)**

- a. 2023-24 Enrollment Update
  - i. The BCS lottery was held on April 3, 2023.
  - ii. Kindergarten Applications in Rediker: 40 (26 acceptances, 4 retentions = 30 students)
    1. 10 undecided and 4 declines
  - iii. 1-5 Applications in Rediker: 29 (10 acceptances, 1 retention = 11 students)
    1. 15 undecided and 4 declines
  - iv. Total Potential New Students as of 4/27/23 is **41**
  - v. BCS revised the way in which families were communicated with regarding applications. Families were invited into the building, received verbal, text and email confirmations regarding interest, acceptances and declines. Of the 41 families who have accepted a seat, there has been confirmation from all families regarding a seat and placement. While this number may change, BCS is more confident in the enrollment numbers for the 2023-24 school year.
  - vi. Board Member Questions/Concerns from board members:

1. Mark stated that we seemed to have more applications last year versus this year. BCS had more inquiries last year versus applications. The application process was slightly different this year as families were able to apply via the BCS Website, the Charter School Common Application (School Mint), in-person (paper applications) and via fax machine.
2. Henry asked how are we able to predict what the future will look like regarding the acceptances for the 2023-24 school year. In total transparency, the school cannot predict these numbers as families have the right to change their minds at any given time. Also given the climate in New York regarding families moving out of the city due to rising living costs and the potential of Zombie charters re-opening in Bed-Stuy, these circumstances can potentially affect our student acceptances for the 2023-24 school year.
3. Henry also asked what we are doing regarding returning students'. In other words, do we know how many students we have returning in grades K-4? Joanne's response: We normally send out a survey in May to get an idea of who will be returning for the following school year. The survey will go out to families before the next board meeting and Joanne will report out on this information.
4. Mark brought up the following point: If we currently have 165 and we are losing 32 5<sup>th</sup> graders, that leaves us with 135 students with the potential of 41 new students which will yield us approximately 174 students if they all return. So how can we ensure that we will get to the 185 enrollment goal? Joanne's response: While it is not a reality that we will not have some attrition, we are not far from our goal. We have shifted our enrollment efforts to include in-person tours and visits to the school, new-parent events, consistent communication via email, text, phone, etc. which has given us a better indication of who is really interested in attending BCS in the fall. The experience has become extremely personal for new families. We still have the remainder of May/June and the summer to recruit as applications are still accepted during these time frames. The bottom line is that we must hit our 185 enrollment goal in order to operate with at least a break-even budget.
5. Henry also asked, how many acceptances have we received from our Day Care partnerships? Joanne did not have that information and report out on this at the May 2023 board meeting.

- b. Housewarming Party for new families (4/19/23)
  - i. Total Attendees: 17 (New students: 9) these are guaranteed students that will be attending BCS in the fall of 2023.
- c. Upcoming New Family Events
  - i. May Registration Month: Paperwork to be completed and handed in during weekly registration events. There will be a morning session (10 a.m.-1 p.m.) and an afternoon/evening session (4:00-7:00 p.m.) each week in the month of May for families to come in to complete/drop off paperwork. Registration is always available during regular school hours (7:30 a.m. - 6:00 p.m.) Monday-Friday.

### **School Programming**

- a. NYS ELA Test (April 19<sup>th</sup> & April 20<sup>th</sup>): Opt-outs- 8
  - a. There were some changes to the format of the ELA test. Written responses and the extended written response were recorded in separate booklets versus in the actual ELA test booklet where the reading passages are located, which is how it was done in the past. This process of answering written responses was new for students.
  - b. Test results will be made available at some point during the summer.
- b. NYS Math Test (May 3<sup>rd</sup> & May 4<sup>th</sup>)
  - a. At this time we have 5 student's opting out and we anticipate that 2 more students will opt out, but families have until the morning of the test to opt their child out. We will report the final number of opt-outs at the May board meeting.
  - b. Students have been preparing for the NYS State Test by meeting in small groups based on ability to ensure that we are meeting them where they are.
- c. Summer Boost 2023 Update
  - a. Application was approved to operate a 5-week program from 7/5/23 - 8/4/23 for 1/3 of our student population.
    - i. We applied for additional funding for 90 students and were asked to re-submit a budget based on these numbers. We will report out at the May meeting as to whether we received the additional funding.
- d. BCS Homecoming Week:
  - a. Sneaker Ball Fundraiser (Math 19<sup>th</sup>) - BCS is hosting its first school fundraiser (\$20 for adults, \$10 for students/alumni and \$15 for faculty). Joanne will send an invitation to board members who would like to attend or donate to the event. BCS is looking to make this an annual event.
- e. Re-establishment of a Functioning PTA

- a. Parent Meeting on 4/26/23: Total attendees: 14 families
  - i. 10 interested parents in serving on the PTA- we will begin the work in May 2023 for the 2023-24 school year.

2. Financial Report:

- a. Financial Snapshot through March 2023: Through March, the school has recognized \$2,479,442.19 in per pupil revenues. We are projecting to recognize \$3,264,192 in per pupil revenue by year end. This end of year per pupil projection is based on our current enrollment of 165 GENED students and 17 SPED students. We are also forecasted to receive \$468,335 in federal funding. We have incurred \$2,894,034.04 in expenses through March 31<sup>st</sup>. The forecasted end of year deficit is approximately \$117,808. BCS spends about \$320,000-\$375,000 a month on operating expenses. As of, April 27<sup>th</sup> we have \$1,803,916 of cash in the bank. Of that balance there is \$1,131,668.79 in investment accounts, \$672,248 in cash accounts, and \$75,290 in the escrow account. We currently have 112 of days on cash on hand which can cover 3 months of expenses.
  - i. BCS' SPED numbers decreased due to students being declassified for services. While this is great news for students as it shows that they are no longer in need of SPED services, once they are declassified for services, we no longer receive the SPED money for them. This is a partial reason for the current deficit.
  - ii. The Board also approved the utilization of the Lavinia Curriculum in the winter of 2022 in order to boost our instruction in ELA which was not in the initial 2022-23 school budget which has also contributed to our current deficit.
- b. Board Questions/Comments:
  - i. Henry stated that based on our current numbers of 165 GenED students and 17 Sped students, that we would need approximately a total of 180-182 students in order to have a break-even budget. Ariel confirmed.
- c. Unclaimed Funds from the NYS (We have applied for the funds and are waiting for more information.) The potential funds are from the Office of the State Comptroller Bureau of State Accounts and CDW LLC (a technology company).
- d. Neighborhood School Grants (Walentas Family Foundation & Two Trees Management Co) due April 30<sup>th</sup> (Applying to support our Student/Teacher Mentor Program: Approximately \$25,000). We will be notified as to whether we received the grant in June 2023.
- e. 990 Form was emailed to the finance committee for review and approval.

1. Staffing Considerations for 2022-23:

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

**2. Additional Board Items/Questions:**

- a. BCS has Playground Concerns (Lack of daily clean-up/weeds are growing out of control, drug paraphernalia & empty liquor bottles are visible to students daily- we clean up what we can but it is a terrible problem.
  - i. We have contacted the Parks Department, the Local 79<sup>th</sup> Precinct, 311 and our local City Councilmember Osse') regarding our concerns. We will have an update at the May board meeting.
- b. 2023-24 BCS School Safety Plan Draft is in the process of being created. A draft will be presented in May 2023, for review/revisions and public comment in order for the final approval to occur at the June 2023 board meeting.

**3. Public Comment: None**

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

- a. Upcoming Board Meeting Date(s): May 23, 2023 at 6:00 p.m.

**5. Adjournment:** A motion was made to adjourn the meeting by Mark and seconded by Henry. All voting members (3) were in favor. The meeting was officially adjourned at 6:35 p.m.