

**Board of Trustees Meeting Agenda**

**Monday, December 18, 2023**

**6:00 p.m.**

**Welcome**……….Henry Lambert, Chairman

**Reading and Adoption of minutes**: November 28, 2023

**Enrollment Updates**

* Enrollment: (December 2023 updates)
	+ 2023-24 Enrollment Update
		- Kindergarten: **39** (37)- lost 2 kindergarten students (1 moved back to Cuba, the other Kindergarten was voluntarily removed by parent)
		- Grade 1: 27 (9)
		- Grade 2: 22 (11)
		- Grade 3: 38 (12)
		- Grade 4: 39 (9)
		- Grade 5: 35 (6)
			* Total **200** (84)
* Enrollment season begins in January 2024
	+ Gathering the applications received in the summer of Pre-K students who became eligible for kindergarten in September 2024 for personal contact:
	+ Applications received as of 12/1/23:
		- Kindergarten
			* Prior to 8/28/23 - 12/1/23: **19**
			* 12/1/23-today: **20**
		- Grades 1-5: **7**
		- **Total Kindergarten Applications as of 12/18/23: 39**
		- As of March 2023, we had a total of **49** applications.
	+ We will convene in early January to create a timeline of events for Enrollment Season based on the success of 2023-24 enrollment data:
		- School Tours
		- Google Ads
		- Mailings
		- Advertisements (Mailers/Flyers, etc.)

**School Programming**

* Update on Afterschool Program (7:00 a.m. - 7:00 p.m.)
	+ Current enrollment: Holding steady with 90 students
		- 7:00 – 7:30 a.m.: Approximate number of students: 15-20 (not including bus students)
		- 4:00-6:00 p.m.: Approximate number of students: 79-82
		- 6:00-7:00 p.m.: Approximate number of students: 5-12
	+ Programming:
		- Current Teaching Specialists: Music **(Dance)**, Science, Art, Team Sports
			* Adding Lego Robotics in January 2024, we are still working on yoga
	+ Parent Engagement
		- December 13: Parent Engagement Event (Movie Night: Home Alone 2) - We had approximately 140 people attend the event.

**Education Report**

* NYS Computer based testing for grade 5 Update:
	+ 5th graders will be taking their ELA, Math and Science on their computers
	+ Questar NYS CTB Readiness Checklist
		- The following requirements have been fulfilled to date:
			* Network is up to par (BCS has access and is able to operate on all platforms for testing).
			* G Suite Admin Console (All Chromebooks are licensed and managed by the school allowing the ability to host the platform on current Chromebooks.
			* Final Test (January 16- January 26)- we must navigate through the sample test to ensure the following:
				+ Testing/observing for acceptable speed
				+ Items rendered correctly and can be answered (Items/answers do not blend off the screen)
				+ Available tools work appropriately (ruler, highlighter, protractor, notes, etc.)
				+ The test can be submitted upon completion via the Review Screen.
* Literacy Concerns & Future Planning
	+ Academic Deans will present a prescribed concrete plan for students who are severely below grade level in literacy & math at the January 2024 Board Meeting.

**Financial Report**:

* November 2023 Financial Report

**Personnel Updates:**

* New Kindergarten teacher started on 12/11/23
* BCS Consultant- We are currently working on the scope of work & consultant contract

**Additional Board Items**

* In-Person Meetings
	+ What constitutes a quorum?

**Public Comment**

**Date & Location of the next meeting:**

* Upcoming Board Meeting Date: January 2024

**Adjournment**