

Board Members Present

Henry A. Lambert, Chair
Diana Lee
Mark David

Others Present

Joanne Hunt
Ariel Arnold

Topic: BCS Board of Trustees Meeting
Time: December 18, 2023 6:00 PM Eastern Time (US and Canada)
Place: 545 Willoughby Avenue, Room 322/Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/82291448351?pwd=dnQ0aXVJRTdpWGZhMk0raEFGbGFGRQT09>

The meeting was called to order at 6:05 pm. The minutes for the meeting held on November 28, 2023 were approved with a motion from Diana, seconded by Mark. All voting members (3) were in favor.

Enrollment Updates (December 2023)

- Kindergarten: **39** (37)-we 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

We are gathering the applications received in the summer of Pre-K students who will become eligible for kindergarten in September 2024 for personal contact:

Applications received as of 12/1/23:

Kindergarten

Applications received prior to 12/1/23 and before 8/28/23 -: **19**

Applications received between 12/1/23 and 12/18/23: **20**

Applications received as of 12/1/23 for Grades 1-5: **7**

Total Kindergarten Applications as of 12/18/23: 39

In comparison to last enrollment season, 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 utilizing the following:

- School Tours
- Google Ads
- Advertisements (Mailers/Flyers, etc.)

Board Questions/Comments

Diana asked if we know the reasons why families have chosen our school. Joanne responded that we do not ask that specific question when they apply, however Mr. Angel and his team will follow-up with all of our new families for the 2023-24 school year and report out and we will report out this the information by the February 2024 board meeting.

School Programming

Update on Afterschool Program (7:00 a.m. - 7:00 p.m.)

Current enrollment: BCS is 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

Current Programming:

- Current Teaching Specialists: Music (Dance), Science, Art, Team Sports
 - Dance was a specialty from September- November.
 - The music specialty class began in December and will run through March
 - Lego Robotics will begin the first week in January 2024 and will occur 2 times per week
 - We are still working on solidifying a yoga instructor for the program

Parent Engagement

- December 13: Parent Engagement Event (Movie Night: Home Alone 2) - We had approximately 140 people attend the event.
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Board Questions/Comments

Henry asked if there were any problems that have developed with the program. Joanne answered that the program is running well for the most part. The program has been mimicking what we were already doing from 4-6 p.m. in last year's program. We are continuing to build our program based on student interests. On a scale of 1-10, we can rate our program between

a 6 and 7. There is always room for improvement. We have had some behavioral challenges where we have had to suspend students from the program for one or two days based on the infraction. Overall, students seem satisfied with what is being offered and we have maintained healthy attendance (about 75-85 students daily) through December 2023. Henry requested something in writing that provides a concrete report on the program offerings.

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.

Board Questions/Comments

Mark asked if the afterschool test prep program will now be done via the computer this year. Joanne answered that the test prep program will now occur during the regular school day so that all students may participate. 5th graders will be practicing for their state tests via the computers and 3rd and 4th grade will practice on paper. After the actual state tests, 4th grade will begin practicing on computers in order to begin getting them prepared for the next school year.

Financial Report

- November 2023 Financial Report
 - Through November 2023, the school has recognized \$1,550,995.72 in per pupil revenues. We are projecting to recognize \$4,149,608 in per pupil revenue by year end. Our upcoming per pupil payment will be \$733K, it should be coming by next week the latest. The end of year per pupil projection is based on our current enrollment of 200 GENED students and 9.305 students in the 20-60% range and 17.589 in the >60% category SPED students.
 - We've received the remaining of the Title funds from the previous year and are awaiting the 20% of this years' fund as well as the final ESSER II allocation. We are also still awaiting the final ESSER II balance and the first 20% of this school year's Title funding.
 - We have incurred \$1,508,787 in expenses through November 30th.
 - As of, December 18th we have \$1,307,130 of cash in the bank.

Board Questions/Comments

Diana asked if the projected surplus still around 99K? Being that we lost 2 students in December 2023, it will be slightly lower than the 99K. We will not lose the entire FTE since the students attended from September-December.

Personnel Updates:

New Kindergarten teacher started on 12/11/23 and is working with the current Kindergarten teacher to ensure a seamless transition in January 2024.

BCS Consultant- We are currently working on the scope of work & consultant contract- Joanne sent a draft to Diana and Diana made the appropriate revisions. Diana sent the revised documents to Henry and Joanne for review.

Board Questions/Comments

Additional Board Items:

NYS Open Meetings Law was reinstated as of August 2023. In-person meetings were required with some exceptions for Zoom attendance. In order for board members to attend remotely, their location must be made public. Our legal counsel, Diana Lee, will review the verbiage and will let the board know how we are required to proceed. Diana will get back to Joanne before the next board meeting in January 2024 in order to appropriately inform the board how we need to proceed moving forward.

Public Comment: None

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

- a. Upcoming Board Meeting Date(s): January 29, 2023 at 6:00 p.m.

Adjournment: 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 6:31 p.m.