

### **Board Members Present**

Henry A. Lambert, Chair  
Diana Lee  
Feona Chance-Huezo  
Mark David (Zoom)

### **Others Present**

Joanne Hunt  
Ariel Arnold  
Anna Toma  
Nora Balla  
Angel Perez

Topic: BCS Board of Trustees Meeting

Time: May 29, 2024 6:00 PM Eastern Time (US and Canada)

Place: 545 Willoughby Avenue, Room 308/Zoom

The meeting was called to order at 6:13 pm. The minutes for the meeting held on April 30, 2024 were approved with the addition to Mark David's name to the attendance with a motion from Diana, seconded by Mark. All voting members (4) were in favor.

### **Education Report: Ms. Toma and Ms. Balla**

- Presentation of ELA and Math Data Dashboards- As requested from the April 2024 board meeting, Ms. Toma and Ms. Balla presented how BCS collects and analyzes student assessment data.
- NYC DOE Annual Comprehensive Review (ACR) Visit: Tuesday, May 14, 2024:
  - Notes from the visit:
    - The team initially met with the Instructional Leadership Team (ILT) to discuss what the visit was for (Pre-renewal visit).
    - The team observed 5 classrooms (Kindergarten, 1<sup>st</sup> grade (Math), 2<sup>nd</sup> grade (Music), 3<sup>rd</sup> grade (ELA) and 4<sup>th</sup> grade (ELA).
    - The visiting team noted that the Instructional Leadership Team (ILT) is very clear how intentional the team is regarding strength/growth areas of all teachers observed.
    - Enrollment and chronic absenteeism will be topics addressed at an upcoming data meeting which will occur prior to the renewal visit.
    - The Renewal webinar is coming up on 6/6/24 and the renewal application is due September 1st.

- There will be a public hearing, board interview, teacher interviews and student interviews.
- The school renewal visit will be in early fall 2024.
- Refer to the charter wiki site for the 2018-19 renewal handbook on how to complete the renewal application.

**Board Questions/Comments:** There were several questions around the school data. Board members wanted a breakdown of the assessments utilized in both ELA and Math. Board members also wanted to get an understanding of how the school uses the data to drive instruction. Ms. Balla and Ms. Toma explained the different ways BCS uses the data more specifically in how academic intervention groups are formulated as well as groups for test prep in the upper grades and for further remediation/acceleration within each classroom. The board also wanted to discuss the chronic absenteeism issue further. Henry insisted that we come up with a plan to further address this issue for the next board meeting. Henry volunteered to call families to explain the importance of attendance in school and suggested that we do a phone bank and assign others to call families as well. Feona suggested that we have a parent orientation to further discuss/reeducate the families about the importance of attendance in school. Feona suggested that we offer an incentive trip for students at the end-of-the school year for students who attain a certain pre-determined attendance percentage (95-100%). All board members agreed that we need to put an action plan in place to work with families who fall under this category.

**School Programming: Ms. Hunt**

- Summer Boost Application update
  - 545 Willoughby Avenue will be closed for the summer once again due to construction happening in the building. After many emails and follow-up, BCS was granted a space in a DOE space that is approximately 10-15 minutes walking distance from our current location (787 Lafayette Avenue, PS 25).
  - The program will operate from July 1<sup>st</sup>- August 2<sup>nd</sup> with no program on 7/4-7/5. The hours of operation will be from 8-4 p.m.
  - BCS has been funded for 66 students (\$121, 400). 94 students have applied to participate in the program. BCS will need to contribute approximately 25-30K to serve a total of 90 students.
- Summit Pre/Afterschool Program
  - Current enrollment: 90 students
  - Program will end on Friday, June 14, 2024

**Board Questions/Comments:** None

**Enrollment & Recruitment Updates**

Enrollment: (April 2024 updates): Ms. Hunt

- 2023-24 Enrollment Update
  - Kindergarten: 38
  - Grade 1: 26
  - Grade 2: 21
  - Grade 3: 36
  - Grade 4: 39
  - Grade 5: 34 (Lost 1 student who moved abruptly)
    - Total: **194**

**Recruitment Coordinator Report (Mr. Angel)**

- To date we have 28 Kindergarten families who have accepted a seat for the 2024-25 school year. The remaining applications are Kindergarten with 28 acceptances. We are currently following up with Kindergarten and have 4 tours scheduled for Wednesday, May 29 (10:00AM, 3:30PM, 5:00PM, 5:45PM)
  - In grades 1-5, we have 18 acceptances, 15 declines and 25 students waitlisted due to space.
    - Acceptances by grade:
      - Grade 1: 7
      - Grade 2: 4
      - Grade 3: 4
      - Grade 4: 2
      - Grade 5: 1
      - Total: 18 students

**Board Questions/Comments: None**

**Financial Report**

- April 2024 Financial Report: Through April 30, 2024 the school has recognized \$3,366,232.05 in per pupil revenues. We are projecting to recognize \$4,072,510.02 in per pupil revenue by year end. Enrollment is currently based on 196.09 GENED students, 8.254 students in the 20-60% SPED range and 19.998 in the >60% category range. We have projected 210 General Ed students and 27 Sped students for the 2024-25 school year. The per pupil rate for the 2024-25 school year will be \$19,044 which is a \$700 increase per student. We have incurred \$3,448,341 in expenses through April 30<sup>th</sup>. Our year-end projection is a surplus of \$102,556.

<b>Cash in Bank</b>	\$354, 886.42	
<b>Investments</b>	\$ 1,293,620.85	
<b>Escrow</b>	\$ 76,000	
<b>Total All Accounts</b>	<b>\$ 1,724,507.27</b>	
<b>Total All Accounts less Escrow</b>	<b>\$ 1,648,507.27</b>	
<b>Projected Days of Cash on Hand</b>		<b>129.77</b>

**Board Questions/Comments:** None

**Personnel Updates:** None

**Other Board Items:** None

**Public Comment:** None

**Date & Location of next meeting:** 171 East 80<sup>th</sup> Street, New York, New York

- a. The date for the end-of-year Board Dinner is June 25, 2024.

**Adjournment: Adjournment:** A motion was made to adjourn the meeting by Feona and seconded by Diana. All voting members (4) were in favor. The meeting was officially adjourned at 6:58 p.m.