

Board Members Present

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

Others Present

Joanne Hunt
Ariel Arnold
Robert Morales

Topic: BCS Board of Trustees Meeting
Time: August 27, 2024 6:00 PM Eastern Time (US and Canada)
Place: 545 Willoughby Avenue

The meeting was called to order at 6:02 pm. The minutes for the meeting held on June 25, 2024 were approved with a motion from Tony, seconded by Diana. All voting members (3) were in favor.

School Programming: Ms. Hunt

- FINAL 2024 Summer Boost Updates- We met our attendance goal and will receive the total funding of \$121,440 for 66 students.
 - BCS also served a total of 89 students which cost the school approximately an additional \$31,802 which was included in our 2024-25 SY budget.

2024-25 Re-enrollment Update

- BCS 2023-24 end-of-year enrollment number: 196
 - Graduated 34 5th graders
 - Students not returning: 17
 - Re-enrollment number: 145

Enrollment Season Updates:

- Applications/Acceptances received to date:
 - Kindergarten: 35 new admits and 6 holdovers: 41 (2 sections)
 - Grade 1: 30 returning, 9 new admits and 2 holdovers: 41 (2 sections)
 - Grade 2: 19 moving forward, 9 new admits, 2 holdovers: 30 (2 sections)
 - Grade 3: 16 moving forward, 4 new admits, 7 holdovers: 27 (1 section)
 - Grade 4: 26 moving forward, 2 new admits, 0 holdovers, 28 (1 section)
 - Grade 5: 37 moving forward, 0 new admits, 0 holdovers: 37 (2 sections)
 - Total for SY 2024-25 as of 7/22/24 with returning students: **204 students**
 - New Admits: 59

- Returning Students: 145

Community Outreach/New Family Events

- Parent Orientation on 8/21/24- Our biggest orientation to date. Over 20 families attended our new parent orientation.

Board Questions/Comments: None

Annual Report/Renewal Updates

- Updated Board Member Resumes and Questionnaires: Correction- For the 2024-25 Renewal Application, all board members did not need to submit resumes and Board Member Questionnaires. These items were submitted with the last renewal in 2021 and information has not changed. There were no new board members added to the BCS School Board during this renewal period.
- Board member interview (Fall 2024) - There will be a board interview conducted for the renewal process in the fall of 2024. Usually the interview is conducted after the public hearing. Once the date has been released, Ms. Hunt will make all board members aware of the renewal board meeting date.

Board Questions/Comments: None

Financial Report

2024-25 Budget Draft

The 2024-2025 draft budget was presented to the board for their review. We presented a conservative budget at 204 students and a budget at 210 enrollment. The 210 budget is the School's goal enrollment for the school year. The 204 budget yields a very minimal surplus of \$6,500 and the 210 budget yields a surplus of approximately \$38K.

Per pupil revenue is projected to be \$3.885M with SPED revenue at \$571,470 for the year. Title allocations are \$114,200. This budget also includes the Summer Boost grant awarded for \$121,440. All remaining income sources are based on prior year actuals and will be adjusted as the year continues. ARP and ESSER funding has been expensed and exhausted. The school and Board need to brainstorm creative ways to earn additional income so we can eventually replenish our investment accounts and increase our endowment.

Salaries include a 3% COLA increase. All other operating expenses are based on prior year trends and actuals. We will work on decreasing some budget line items to increase the year end surplus. We discussed how much the free after school program cost in FY24 to see if the school can continue to operate the program in this way.

Board Questions/Comments: In the discussion regarding the 2024-25 school budget the following items were discussed in more detail:

- Looking at expenses- reviewing all budget lines to review spending patterns from the previous school year to see if BCS can find any cost savings. An example given was for storage. BCS pays a monthly storage fee for items that have not been needed at BCS for an extended period of time. We will look to see if we can move items back to BCS, throw out what we no longer need and eventually get rid of the storage costs. Ariel did mention that we do not much wiggle room with expenses as we are operating on a very conservative budget at this time.
- Fundraising- looking at different ways that BCS can increase this revenue line. There has been discussion about bringing a Development person on board, but with that brings an added salary/benefit expense. BCS is looking at clever ways to fundraise in order to offset some of the budget expenses.
- Reviewing the extended day costs- in order to maintain this expense, BCS will need to think of ways to raise additional funding in order for the program to make fiscal sense to the school moving forward. Feona presented some ideas regarding the program (1) committing to the program, (2) showing proof of a need, (3) capping the program at a certain number so that costs are more controlled. Tony did mention that we need to contact Digital Girl for a potential after school partnership which may yield BCS additional funding for after school.
 - Henry added that it would be important to add to the school's application whether a family needs extended day. This way we have an understanding of how many families are applying who need this service.

Personnel Updates:

- BCS is still in need of a 1st grade General Education Teacher and a 5th Grade ICT Teacher.

Preliminary “unofficial” NYS Test Score Data- Joanne presented “unofficial” NYS testing data and will present the official scores at the September 2024 board meeting

- **ELA:** 40% of student's proficient (Last year 38.6%)
- **Math:** 49% of student's proficient (Last year 52%)

Board Comments/Concerns: Mark asked if we had the comparative data at this time. Joanne did not have that information at this meeting but will present the comparative data at the September 2024 board meeting. Another item that was brought up from the last board meeting was our chronic absenteeism rate (56%) and how that may play into our scores. BCS administration has an Attendance Plan that is being developed for launch in this 2024-25 school year to address our chronic absenteeism situation. Henry would like BCS administration to report out on this plan at the September board meeting.

Other Board Items: None

Voting for new terms:

- The following board members must be re-elected for a new board term: Henry Lambert, Diana Lee, Anthony Betaudier and Feona Chance-Huezo.
 - A motion was made by Diana and seconded by Feona to re-elect Henry Lambert to the Brooklyn Charter School Board of Trustees for an additional term. All voting members were in favor (3), 0 opposed/abstained.
 - A motion was made by Tony and seconded by Feona to re-elect Diana Lee to the Brooklyn Charter School Board of Trustees for an additional term. All voting members were in favor (3), 0 opposed/abstained.
 - A motion was made by Diana and seconded by Feona to re-elect Anthony Betaudier to the Brooklyn Charter School Board of Trustees for an additional term. All voting members were in favor (3), 0 opposed/abstained.
 - A motion was made by Diana and seconded by Tony to re-elect Feona Chance-Huezo to the Brooklyn Charter School Board of Trustees for an additional term. All voting members were in favor (3), 0 opposed/abstained.

- 2024-25 BCS School Safety Plan Review & Discussion
 - Ms. Hunt presented the revised BCS School Safety Plan draft with the requested additions and edits:
 - Page 4 had an incomplete sentence that needed to be corrected (The Brooklyn Charter- TBD...). On page 1 of the document, there was a line pertaining to “Risk Reduction” by the Director of Operations- “as-needed”
 - A motion was made from Tony and seconded by Diana to accept and approve the 2024-25 BCS School Safety plan. All voting members were in favor (3), 0 opposed/abstained.

Board Questions/Comments: In Diana’s review of the document, she noticed that - Diana requested clarification regarding this. Diana also brought up the topic of Anti-Bullying and felt that there should be more direct information detailed as to how BCS handles bullying in school. She had questions as to who is responsible for dealing with bullying, what is our protocol, are we conducting anti-bullying classes and what does this look like on the school buses. Diana stated the importance proactive teaching and the impact that it can have on students. Ms. Hunt took notes and will incorporate a section in the safety plan that incorporates how BCS handles bullying/anti-bullying from our current discipline policy. The revised safety plan will be presented at the August 2024 BCS board meeting for final review, edits, additions and deletions.

Public Comment: There were no public comments pertaining to the 2024-25 BCS School Safety Plan.

Date & Location of next meeting: September 24, 2024 at 545 Willougby Avenue, Brooklyn, New York 11206.

Adjournment: Adjournment: A motion was made to adjourn the meeting by Tony and seconded by Feona. All voting members (3) were in favor. The meeting was officially adjourned at 6:33 p.m.