

Board Members Present

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

Others Present

Joanne Hunt
Ariel Arnold
Anna Toma
Nora Balla

Topic: BCS Board of Trustees Meeting
Time: September 24, 2024 6:00 PM Eastern Time (US and Canada)
Place: 545 Willoughby Avenue, Brooklyn, New York 11206

The meeting was called to order at 6:09 pm. The minutes for the meeting held on August 27, 2024 were approved with a motion from Diana, seconded by Feona. All voting members (3) were in favor.

2024-25 Re-enrollment Update:

- BCS 2023-24 end-of-year enrollment number: 196
 - Graduated 34 5th graders
 - Students not returning as of 9/24/24: 27 (last board meeting the number was 17)
 - Re-enrollment number: 135 (last board meeting the number was 145)
 - Current retention rate: **83.4%**

Enrollment 2024 Updates:

Kindergarten: 41 new admits + 5 holdovers (46) - 10 no shows = 36 - 1 holdover who left + 4 walk-ins = 39 students

- Kindergarten: 35 new admits and 6 holdovers: 41 (2 sections)

Grade 1: 26 returning students + 2 holdovers (28) + 10 new admits = 38 students

- Grade 1: 30 returning, 9 new admits and 2 holdovers: 41 (2 sections)

Grade 2: 19 returning students + 2 holdovers (21) + 12 new admits = 33 students

- Grade 2: 19 returning, 9 new admits, 2 holdovers: 30 (2 sections)

Grade 3: 13 returning students, 6 holdovers (19) + 7 new admits = 26 students

- Grade 3: 16 moving forward, 4 new admits, 7 holdovers: 27 (1 section)

Grade 4: 26 returning students, 0 holdovers + 2 new admits = 28 students

- Grade 4: 26 moving forward, 2 new admits, 0 holdovers, 28 (1 section)

Grade 5: 34 returning students, 0 holdovers, 0 new admits = 34 students

- Grade 5: 37 moving forward, 0 new admits, 0 holdovers: 37 (2 sections)

Total for SY 2024-25 as of 9/24/24 = 198 (Including the 10 no-shows + 10 departures BCS would have yielded 218 students).

Total for SY 2024-25 as of 7/22/24 with returning students: **204 students**

Current New Admits: 65

- New Admits (August 2024 Bd. Mtg.): 59

Current Returning students: 135

- Returning Students (August 2024 Bd. Mtg.): 145

Board Questions/Comments: Both Henry and Diana asked about how many of these new students applied to BCS because of the after school program. Currently we have approximately 100 students participating in the program and about 28 of the students are new families who needed the program which was one of the reasons they applied to the school (mostly kindergarten and first grade). Henry felt that we should be considered a “model” program and what current working families need. Henry reiterated that while we are conservative with our spending regarding the program, it runs efficiently to the point where our model should be considered across the country.

School Programming: Ms. Hunt, Ms. Toma and Ms. Balla

FINAL 2024 Summer Boost Update: 2nd Summer Boost Payment was received in September 2024

Official NYS Test Score Data

- **ELA: 41.6%** (Last year we were at 38.6%)
- **Math: 49.5%** (Last year we were at 55%)

Comparative Data

- District 14 ELA: 49.3%
- District 14 Math: 54.5%
- NYC Public Schools ELA: 46.6%
- NYC Public Schools Math: 55.2%
- PS 23 ELA: 28.6%
- PS 23 Math: 49.3% (5th 68.4- 13 students and 26.1- 6 students (2023))

Attendance Improvement Plan

- BCS administration created a plan to address our chronic absenteeism (56%) concerns (See attached document for details). BCS discussed the protocol of the plan with the board in detail.
 - In sum, six administrators have each been assigned a grade and are responsible for contacting families on a weekly basis as we are tracking attendance daily. When students collect more than a certain number of absences within a specified time period,

more serious conversations and actions occur. The goal of this program is to get more students into school on a daily basis so that we can improve academic achievement. If students are not in school we cannot serve them and work on closing the achievement gap.

Board Questions/Comments: Henry asked, “what are we doing about data?” Ms. Toma and Ms. Balla addressed this question by informing the board about what occurs in weekly data meetings with teachers, an additional instructional period was added to the day due the school now having one lunch period for all students instead of two lunch periods. The board requested a more concrete plan to address our current data in order to improve our overall scores. Concerns were raised because we are not outperforming District 14. The board wanted to know if it is funds, time or restructuring that is necessary in order to assist with an academic improvement plan. Regarding the attendance improvement plan, Henry asked how is this message going out to families? He wanted to ensure that the message included how the absences are impeding their academic performance and that in order to help their children, they must be in school. Henry requested an update regarding student ELA and Math data at every BCS school board meeting. Feona asked if there were any attendance incentives for students. Incentives are detailed in the Attendance Improvement Plan. In sum, students who have perfect attendance each month receive a prize and recognition on Instagram and a bulletin board. Quarterly perfect attendance received an award at our Success Assemblies and a pizza party. Students with 100% attendance at the end of the year get a trip to either an amusement park or something comparable and students with 95% attendance or better will participate in a mini-carnival at the end of the school year.

Annual Report/Renewal Updates

- Renewal Application Update: The BCS Renewal Application was submitted on time on 9/3/24. No updates have been received to date.
- 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- Ms. Ariel presented the most updated draft budget with adjustments from the previous board meeting. A conservative budget at 204 students was presented which would yield BCS a surplus of approximately \$54,000. Ms. Ariel was able to decrease some of the spending lines (as requested by Mark to review) in the hospitality and curriculum lines. BCS will need to do more fundraising this year. BCS is solely relying on per-pupil funding in its current budget. Board members discussed ideas on how BCS can acquire more funding (grant opportunities and possibly utilizing a development person to write grants for the school). We

are still waiting for information regarding the ERC credit that we applied for in the beginning of the 2024 school year. This would add approximately an additional \$120,000 to our cash flow.

A motion to approve the 2024-25 BCS school budget at 204 students was made by Diana and seconded by Feona. All voting members were in favor (3) and there were (0) opposed.

The BCS 2023-24 audit is in the process of its annual audit. Henry asked what our potential surplus will be and Ariel stated that it is currently at \$45,000 but there are still some outstanding invoices that need to be entered into the system which will potentially bring this number down some.

Board Questions/Comments: None

Personnel Updates:

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

Board Comments/Concerns: None

Other Board Items: None

Public Comment: None

Date & Location of next meeting: October 28, 2024 at 545 Willoughby Avenue, Brooklyn, New York 11206.

Adjournment: Adjournment: A motion was made to adjourn the meeting by Feona and seconded by Henry. All voting members (3) were in favor. The meeting was officially adjourned at 6:58 p.m.