

### **Board Members Present**

Henry A. Lambert, Chair (Zoom)

Diana Lee (Zoom)

Tony Betudier

Feona Chance-Huezo (Zoom)

### **Others Present**

Joanne Hunt

Ariel Arnold

Anna Toma

Topic: BCS Board of Trustees Meeting

Time: November 19, 2024 6:00 PM Eastern Time (US and Canada)

Place: 545 Willoughby Avenue, Brooklyn, New York 11206, Room 322

The meeting was called to order at 6:04 p.m.

### **Academic Programming Report- Ms. Toma**

- **Interims-** Students took their first round of interims in ELA and Math last week. Teachers are in the process of scoring the interims. Assistant Principals will be meeting with teachers to discuss results.
- **Parent-Teacher Conferences** will occur on Thursday, November 21<sup>st</sup>. Parents/guardians will have the opportunity to meet with teachers to discuss 1<sup>st</sup> quarter report cards. Attendance will also be discussed with families.
- **Intervention Trackers-** the 1<sup>st</sup> cycle is ending this week- teachers will begin a new cycle next week (November 25<sup>th</sup>).
- **Formal Observations** of all classroom teachers will begin this week (November 18<sup>th</sup>). Each teacher will be formally observed in ELA, Math or their content specialty which will include a pre/post observation conference as well as a formal observation report.
- **Faculty Updates:** Our new 5<sup>th</sup> grade Special Education Teacher joined BCS on November 4, 2024. Kyle Estrada will serve as the 5<sup>th</sup> grade ICT teacher and will be a homeroom teacher to class 5-328 with Ms. Charles.

### **Attendance Improvement Plan- Ms. Hunt**

- Ms. Hunt reported out the comparative attendance from the previous school year:
  - **September**
    - BCS Perfect Attendance (September 2023): 33%
    - BCS Perfect Attendance (September 2024): 51%
    - September Overall Attendance (2023): 90%
    - September Overall Attendance (2024): 92%
    -
  - **October**
    - BCS Perfect Attendance (October 2023): 29%
    - BCS Perfect Attendance (October 2024): 33%
    - October Overall Attendance (2023): 92%
    - October Overall Attendance (2024): 93%
  - We will be rolling out the lateness in December 2024. Each family will receive a detailed attendance report which highlights total days present, absent as well as

lateness for parent-teacher conferences. The report differentiates excused versus unexcused absences. Teachers will be discussing with families how lateness is also affecting specific students academically who have been highlighted from the aforementioned attendance reports.

- **Board Questions/Comments:** None

### Renewal Updates

- NYCDOE School Visit/Public Hearing/Board Member Interview (TBD)
  - Ms. Hunt reported that she received an email from the new Lead (Richard Webster) on the Charter School Authorizing Team.

### Enrollment 2024 Update

- Grade K: 40 (2 sections)
- Grade 1: 40 (2 sections)
- Grade 2: 35 (2 sections)
- Grade 3: 27 (1 section)
- Grade 4: 28 (1 section)
- Grade 5: 33 (2 sections)
  - **Total Students: 205 (202)**
  - **Current New Admits: 73 (69)**
    - Admitted 4 new students (2 Kindergarten, 1 first grader and 1 second grader)
  - **Total New Admits:** August 2024: 59, September 2024: 65, October: 73
  - **Temporary Housing Update:** 40 students (20% of our student population)
  - Summit Afterschool Program
    - 91 students registered (83-84 average daily attendance)
      - There is currently a wait-list for the kindergarten and 1<sup>st</sup> grade group.

**Board Questions/Comments:** Henry wanted to know what the school does specifically for our families in temporary housing. Ms. Hunt/Ms. Ariel responded that BCS continues to provide families with uniforms and school supplies. BCS has set up families in need with meals for the holidays where the school/faculty members have purchased grocery items for families in order to prepare holiday meals. BCS staff is responsible for a giving tree where faculty members provide holiday gifts for students in need anonymously which will roll out in December 2024. Tony will be contributing two Thanksgiving Meal baskets which can each feed 4 family members. Tony will drop off the items on Monday, 11/25/24. Diana asked the following questions (Answers follow each question): *How many of our new families applied for after school?* Ms. Hunt will have this answer at the December board meeting. *Why is there a wait-list at this time?* -There is a wait-list due to the lack of available spaces in each afterschool class. There are 4 groups (each group is capped at 25 with two teachers per class) There are more applications than we have seats. In order to add a 3<sup>rd</sup> counselor, we would need additional funds coupled with finding an appropriate qualified counselor that fits what BCS is looking for in an after school teacher. *What would we need to do in order to increase the number of students who are able to participate in the program?* BCS would need additional funding and an appropriate pool of candidates to interview and potentially hire in order to increase the number of students attending the program. *What can the board do and we*

*increase the budget?* The board can assist with providing ideas for raising funds to support/increase the capacity of the current program. The only thing that we do not want to do is compromise the quality of the program which is why finding the appropriate after school teachers are the most important coupled with the need for the funding to support this.

**Financial Report**

**October 2024 Financial Report**

Through October 2024, the school has recognized \$1,504,521 in per pupil revenues. We are projecting to recognize \$4,389,036 in per pupil revenue by year end. We are in process of submitting the 4th invoice and the FTE numbers will be available by the December 2024 meeting. We have incurred \$1,115,112.05 in expenses through October 2024. Our monthly expenses continue to fall in the \$340K - \$350K range which is in line with our budget. As of October 28<sup>th</sup>, we currently have \$1,692,253.64 in our cash and investment accounts, which covers approximately two months of expenses.

<b>Cash in Bank</b>	\$ 317,476.94	
<b>Investments</b>	\$ 1,374,776.70	
<b>Escrow</b>	75,587.92	
<b>Total All Accounts</b>	\$ <b>1,767,841.56</b>	
<b>Total All Accounts less Escrow</b>	\$ <b>1,692,253.64</b>	
<b>Projected Days of Cash on Hand</b>		<b>130.05</b>

Staff Appreciation Holiday Gathering: BCS would like to host a Staff Holiday Gathering at Golfzon Social (Downtown, Brooklyn). The event will include food, libations, activities (simulated golf, games, music/dancing and karaoke). The BCS board all agreed that this would be a nice way to thank staff for their hard work thus far this school year. The event is scheduled for Friday, December 13<sup>th</sup> from 6:00-10:00 p.m.

**Board Questions/Comments:** None

**Personnel Updates:**

- 1<sup>st</sup> grade teacher who took a short-term leave for Paid Family Leave (PFL) returned on 11/12/24.
- BCS is still in search of a 1<sup>st</sup> grade general education teacher.

**Board Comments/Concerns:** None

**Other Board Items:** None

**Public Comment:** None

**Date & Location of next meeting:** December 17, 2024 at 545 Willoughby Avenue, Brooklyn, New York 11206.

**Adjournment: Adjournment.** The meeting was officially adjourned at 6:46 p.m.