

Board Members Present

Henry A. Lambert, Chair (Zoom)

Diana Lee (Zoom)

Mark David (Zoom)

Others Present

Joanne Hunt

Ariel Arnold

Anna Toma

Nora Balla

Topic: BCS Board of Trustees Meeting

Time: January 30, 2025 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 6:03 p.m.

School Programming:

- Organizational Updates:
 - Attendance Improvement Plan Updates
 - 2024: % of students with 90% attendance through 12/30/24: 64% (131/202)
 - 2023: % of students with 90% attendance through 12/20/23: 51% (100/194)

Board Questions/Comments: Mark asked what is the school doing regarding the students who do not fall in the 90% attendance range at this time and are we meeting with families whose children have egregious attendance at this time? Joanne responded that we are in contact with families weekly (through the grade attendance managers) who are currently not meeting the 90% requirement based on our Attendance Manager plan. Students with egregious attendance at this time will be receiving either a promotion-in-doubt letter which will accompany their 2nd quarter report cards as well as having a formal meeting with an administrator regarding attendance.

Renewal Updates

BCS School Culture

- Strong school culture that promotes a student readiness to learn
- The culture is ingrained and evident within daily routines, classroom management, student engagement, etc.
- There is joy in teaching and learning which was further evidenced by student, parent and staff interviews conducted during the visit.

BCS Academics (Glows)

- Internalization, knowledge and use of the school curriculum
- The utilization of student discussion within lessons
- The use of academic language within lessons
- Use of manipulatives within classrooms for instruction

BCS Academics (Areas of Growth)

- Use of assessment within instruction
- Assessment criteria is present that matches the objectives being taught
- Monitoring of student learning with opportunities for student to self-assess
- Fine tune what teachers are using to respond to the data (academic language more consistent among teacher talk)
- Using student data to outside remediation

Other topics discussed at the debriefing:

- Our 7 a.m.- 7 p.m. program- and its sustainability- (Also- the reason we started this program was to assist our families with child care coupled with increasing enrollment)
- Enrollment Plan- (How will we continue to increase enrollment?)
- BCS Test Scores- (What is the school doing to increase test scores?)
- Teacher development (This is why we now have 2 Instructional Assistant Principals- one with expertise in ELA and one in Math)
- We also discussed our Attendance Management plan (to decrease chronic absenteeism) which they were very impressed with.

Board Questions/Comments: The school board gave the BCS admin team feedback that was given at the school board meeting/interview from the authorizing team on 1/30/25. The general feedback was positive regarding the successes of the school. The authorizing team also discussed the role that it plans to play with the school moving forward with their willingness to operate as partners and an openness to support the school. There was a focus on the school's finances and having at least 60 days of cash-on-hand in the school's main operating account. The school has over 1.2 million dollars in investment accounts and Henry suggested that we contact our bank liaison in order to get a letter that can assure our authorizers that cash-on-hand is available in 24 hours. BCS has been utilizing its investment accounts to raise cash due to current enrollment. BCS will get this information from the school's bank to see if it will suffice regarding this requirement. The authorizing team also mentioned that the board should have parent participation on the school board. In December of 2024, the PTA established its executive board and Ms. Hunt will speak to the current BCS executive board regarding parent participation on the school's board and anticipates having a parent member represented at board meetings moving forward.

Enrollment January 2024 Update

- Grade K: 36 (2 sections) 41
- Grade 1: 40 (2 sections)
- Grade 2: 33 (2 sections)
- Grade 3: 26 (1 section) 27
- Grade 4: 28 (1 section)
- Grade 5: 34 (2 sections)
 - **Total Students: 196 (202)**
 - **Lost 6 students (5 kindergarteners, 1 third grader)**
 - 4 students in temporary housing
 - 2 students due to the need of an different academic setting
 - **Current New Admits: 73 (69)**
 - No new admits in January 2025

- **Total New Admits:** August 2024: 59, September 2024: 65, October: 73, November: 74, December: 75, January: 0
- **Temporary Housing Update:** 36 students (18% of our student population)
- **Summit Afterschool Program**
 - 92 students registered (83-84 average daily attendance)
 - There is currently a wait-list for the kindergarten and 1st grade group.

Board Questions/Comments:

The board was concerned with the number of students that did not return to the school post winter break. Of 4 students that were in shelters, a pair of siblings received housing in the Bronx, and the other set was removed from their current shelter and the family had to relocate to Pennsylvania. Joanne explained that servicing more students in temporary housing situations comes with transience. As quickly as they enroll is as quickly as a family can be displaced. The board is looking at creative ways to assist our families in temporary housing to ease their ability to attend our school. The BCS board and faculty will continue to monitor our enrollment & retention trends in order to support the families that we can in these situations.

Financial Report (December 2024)

Through December 2024, the school has recognized \$2,188,022.99 in per pupil revenues. We are projecting to recognize \$4,297,306 in per pupil revenue by year end. The 5th per pupil invoice was submitted last week Friday, the FTE numbers are 198.639 GENED students, 4.794 in the 20-60% SPED category, and 24.308 students in the >60% SPED category. With this submission we are expected to receive \$698,280.31 in per pupil revenue.

We have incurred \$1,954,675.65 in expenses through December 2024. As of January 30th, we currently have \$1,590,918.61 in our cash and investment accounts. We are currently working on decreasing our budget to reflect our updated enrollment number which means we will have to decrease a few budget line expenses.

Board Questions/Comments: All board members present were in agreement with Ms. Ariel that school management must look at the current budget (202 students) and see where we can make adjustments/cuts to realign our budget in order to get it a more realistic representation of where we are with spending and current enrollment (196) since BCS lost 6 students post winter break.

Personnel Updates:

- BCS hired an associate teacher for the vacant 1st grade position.

Board Comments/Concerns: None

Other Board Items: None

Public Comment: None

Date & Location of next meeting: February 26, 2025 at 545 Willoughby Avenue, Brooklyn, New York 11206.

Adjournment: Adjournment. The meeting was officially adjourned at 6:31 p.m.