

**Members Present**

Henry A. Lambert, Chair  
Michael A. Catlyn, Vice Chair  
Tony Betaudier  
Diana J Lee  
Mark David  
Joanne Hunt (ex-officio non-voting)  
Mihran Keoseian

**Others Present**

Karma Suttles (Assistant Principal)  
Mary Kate Boesch  
Colathur Janardhanan  
Deshana Hunte

The meeting was held on April 4<sup>th</sup> at the home of Henry Lambert. The meeting was called to order at 6pm. The minutes for the meeting held on March 1<sup>st</sup>, 2017 were approved.

**Finance**

The strategy for enrollment for the 2017-2018 school year is to ensure that at the beginning of the year the school has 250 students enrolled. The school has the capacity to teach this number of students and this will make it less likely that the school drops below 240 students over the course of the year.

There have been a total of 272 kindergarten applications so far. This includes 61 from Bedford Stuyvesant local zipcodes and 209 from zipcodes served by the school's busing program. There have been 37 direct applications to BCS and these families are most likely to enroll their children as they made the effort to come to the school in person rather than including BCS as part of their online application process.

There are currently 20 to 22 students in each kindergarten class at BCS and the school has two kindergarten classes. The school can handle up to 25 students in each of these classes and so the number of students in each class will be increased for the next school year.

BCS will start tracking data on the yield of students by zipcodes and demographics to provide us of a better sense of how to predict and improve the translation of applications into enrollment.

The actuals compare relatively well to the budget for most line items although the number of students, 233, is below the 240 originally budgeted, which affects the revenues. The payroll includes \$24,610 for bus matrons, which is significantly less than expected.

### **Education**

Only 4 students opted out of the NY State ELA tests and an additional 4 had to make up the test. The students who opted out of the tests last year are taking them this year. There is a positive attitude about the testing this year with the students feeling prepared and taking it seriously. The scores will be reported around the second week in August.

Mondays and Wednesdays are now dedicated to math test prep. Reading comprehension in the context of math is the most identified weakness and is now being addressed. The students in general are weaker in math than in ELA.

### **Bridal Garden**

Henry and the board of the Bridal Garden met with Geraldine to discuss the future of the business. Geraldine believes that the business is in trouble in New York City as a result of increased competition and as a result she recommends expanding to another market. She has identified Miami and Atlanta as possible additional markets. Taking into account that this business contributes substantially to the school's revenues the board has to consider this and decide whether the school should invest in the expansion of the business. The idea would be that the school would invest \$100,000 and would be paid back in first position from future cash flows.

### **Parent Liaison Report**

Even with the later finish time and no bus service, parents are much more willing this year to have their children stay for test prep.

### **Head of School Report**

The school is looking for a 3<sup>rd</sup> Grade ICT; there is currently a substitute fulfilling this role but a permanent qualified teacher will need to be hired in this position next year and the school is in the process of identifying someone for this position.

As part of the District Charter Collaborative teachers and administrators from 3 other schools came to BCS to observe and provide feedback regarding English as a Second Language. This feedback was valuable and some of it will be incorporated by BCS.

A Desk Audit is being performed regarding Title I and Title II. The school had most of what it needed to provide. However, the school needs to adopt a Homeless Policy, Transportation Policy and Homeless Student Enrollment Residency, as some of the students come from shelters.

Final Piece is being engaged to further develop and update the BCS website as well as to provide search engine optimization and targeted online advertising to increase enrollment in the school.

The next Board Meeting will be held at the Brooklyn Charter School on May 1<sup>st</sup>, 2017 at 5:45pm at the school.

The meeting was adjourned at 7:30pm.