

### **Members Present**

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

### **Others Present**

Pamptata Sanders  
Mary Kate Boesch  
Robert Morales  
Ariel Arnold  
Desiree Alexis  
Mr. Angel

The meeting was held on October 30<sup>th</sup>, 2018 at the Brooklyn Charter School. The meeting was called to order at 5:30pm. The minutes for the meeting held on October 1<sup>st</sup>, 2018 were approved subject to two edits to be implemented by Joanne.

### **Enrollment**

Desiree presented the data as to the breakdown of incoming students by neighborhood; district; and how the students travel to BCS. Most of these students are coming from Bed Stuy (52%) with the next largest area being East New York (15%). Most of these students come from District 16 (25%) with the next largest district being District 14 (20%), where the school is located. Our plan is to continue targeting District 16 as well as the areas where buses are already going, where there are poor performing public schools and few charter schools.

Most of the students are bussed (47%) in to the school, with 25% of students walking to the school, 23% of students getting dropped off by their parents, and 5% of students coming by private van.

In terms of how families learned about the school, most (23 students) came via the BCS website, including by Google search. Five students came from outreach to the Citizen of the World Charter School. Eleven students came via referral, and if they remain for the year the referral families will receive a referral fee. Five of the students have siblings in the school. Only 1 student came from the Common Application.

For the next Board Meeting we will have the data for the entire school, and not just the incoming students.

Desiree is going to inquire if we can put any signs on the busses, for identification purposes, and ultimately to help promote the school.

In terms of marketing we will also look into making more shirts and sweaters to give away with the BCS logo.

The outreach program last year involved Mr. Angel approaching a charter school which was closing and reminding existing preschools that we are in the neighborhood. He worked on maintaining the relationships we had and forming new ones. Going forward BCS will establish community partners to speak on our behalf. Churches and pediatricians are potential sources of future children. Will also try to establish a presence in bodegas, supermarkets, playgrounds, and libraries in any areas served by our busses – approaching them on weekends.

The Spring Fest or Carnivals are very effective at defining the school and give prospective families a sense of this.

The administration is making sure that the 61 new students are happy with the school and reaching out to these families to see if they know anyone else who might want to apply to the school.

BCS has an issue with projecting the number of children who will show up on the first day of kindergarten. Many parents will enroll their children at a number of schools and just decide last minute where they will choose and as a result we typically have fewer kids than we expected on the first day. Mary Kate has suggested a program whereby future kindergarten students are invited to come to the school once a week for a number of weeks, with parents dropping off their children each Monday. Every week there will be different activities within the school involving interactions with their future classmates and teachers. They will leave with T-shirts or gifts to bring home with them.

Joanne is considering approaching the photographer we used last year to take more images at the school.

Matt from Final Piece is introducing new sliders on the website showing off the achievements of the school and the new programs we are introducing.

#### Academic Report

We recently had our Response to Intervention (RTI). As part of this the teachers and administration discuss the students who are struggling in classes. This team for each grade, based on data and their observations, will bring up students who are falling behind. The discussions include what teachers can do to help these students. It is great if the students respond to this but if they are still struggling then we potentially look at intervention for Special Education. We need to have gone through this process before recommending students for Special Education.

Our students in ELA are at various reading levels within each class and we are using a system for guided reading to address this. New students who join the school in the 3<sup>rd</sup> and 4<sup>th</sup> grades have particular challenges as they don't have the BCS foundation.

BCS is introducing a compulsory tutoring program with 42 students identified for this. For the most part they are 3<sup>rd</sup> and 4<sup>th</sup> graders who are two grades behind. Students with learning disabilities have other resources provided to them and will not necessarily benefit from this program. Teachers can generally tell who will benefit most from this program, based on current testing, as well as performance on last year's tests. The program will begin on November 13<sup>th</sup> and 10 teachers have expressed interest in taking part in this. This is really about establishing foundations. Parents want this program and despite now having to pick up their children, they are going to make this work.

Kodable, the computer programming curriculum, has already been introduced in grades 3 through 5. Raymond will be brought back in to critique the program. All grades will be participating in the program by December.

#### Financial Report

We will obtain a paragraph from the bank describing how the Investment Policy.

Diana Lee has updated our policies and will adjust the language on page 20 of the Financial Policies regarding approval of financial expenditure by the school. The Board approved the Financial Policies subject to the edits being made to this clause.

The budget assumes 220 students and even though we have only 210 students because of our conservative spending we are going to hold close to our budget.

Ariel will speak to accountants about not writing off The Wedding Garden, just decreasing the contributions from the Wedding Garden to the school. The Board voted to approve the audit pending clarification regarding the Wedding Garden.

BCS has \$2.4 million of assets and low spending with most of the spending going to salaries and healthcare. Going forward we will have comparisons between budgets and actuals. The Board Members will review the financials and discuss these in more detail at the next Board Meeting.

The next Board Meeting will be held at the home of Henry Lambert at 6pm on December 6<sup>th</sup>, 2018.

The meeting was adjourned at 7pm.