

### **Members Present**

Henry A. Lambert, Chair  
Tony Betaudier  
Mark David  
Joanne Hunt (ex-officio non-voting)

### **Others Present**

Pamptata Sanders  
Mary Kate Boesch  
Ariel Arnold  
Robert Morales

The meeting was held on May 7<sup>th</sup>, 2019 at the Brooklyn Charter School. The meeting was called to order at 5:30pm. The minutes for the meeting held on April 9<sup>th</sup>, 2019 were approved.

### **Enrollment & Admissions**

The school is still holding at 206 students.

There have been 80 kindergarten applications with 25 confirmed incoming students. This is compared to 10 to 12 children confirmed by this time last year.

Through advertising and during orientations the programs and strengths of the school are outlined and emphasized. The online ratings of BCS have improved on various websites and this is also helping our outreach efforts. Mr. Angel has helped raise the profile of the school through canvassing the neighborhood, giving tours, and presenting at fairs. This is important as a lot of people were unaware that BCS was in the neighborhood. The other key element is that the website has been updated and is user-friendly.

The administration will survey families and provide information as to why they chose BCS for their children. They will also identify which parents who make good advocates for the school and help to proselytize to prospective families. They will consider whether the head of the PTA could organize a lunch, or equivalent event, to introduce the school to these families.

The BEST program starts next Monday and will introduce prospective students to BCS. This will help the children and their families feel like they are already part of the school. Three sessions have already been set up and another three could be added if more families express interest.

In addition to kindergarten, adding 15 to 20 students across the 1<sup>st</sup> & 2<sup>nd</sup> grade classes would be ideal. The 4<sup>th</sup> and 5<sup>th</sup> grade classes are already close to being over-enrolled.

### After School Program

Next week will be the end of the after school tutoring program. There will be an end of year assessment to examine how effective this program was. It will also look at what can be done next year to improve the program. The program started with 29 students and grew to 40. If parents asked, and there was a need for their children, then they were accepted to join the program.

The Summit program has 34 paid families.

### Academics

Children took the Math Test on Wednesday and Thursday las week. A few students, 2 from 3<sup>rd</sup> Grade and 3 from 5<sup>th</sup> Grade opted out.

Henry raised the question of how do we work on our relationship with the next school that students will attend, Grades 6 through 8. The school has developed relationships with these schools so they have good knowledge about BCS. We need to emphasize in our marketing which schools our students attend after leaving BCS and how well they perform. An example of this is how many of our graduating students qualify for Prep for Prep and 6<sup>th</sup> Grade passing rates. BCS also helps parents with the application process to Middle Schools, with a dean specifically dedicated to this, and again this should be stressed in our marketing.

Pam will prepare a report about how we chose the programs and curricula we chose for Math & ELA.

### Legal

A lawyer, Kevin Drakefield, was consulted and he confirmed that BCS has no liability from the Wedding Garden.

### Other School Business

Raymond Moncado came to the school on April 10<sup>th</sup> to evaluate the Kodable coding program and he observed a 1<sup>st</sup> grade class. He will return in a few weeks to observe a 3<sup>rd</sup> grade class. He is looking into the next level of Kodable curriculum as some students have already completed the current one. He is also looking into using Chrome notebooks instead of iPads and will investigate STEM or coding competitions that the students can participate in.

Next week is the BCS Fest with performances from Broadway shows.

### Financial Business

The total cost to the school of the various programs was about \$85,000, with the Test Prep cost \$11,000; Tutoring costing \$27,000 and After School Summit Program costing \$47,800.

BCS should be at a small surplus this year, assuming the regular private contributions. There is currently \$2.3 million in the bank.

The new fiscal policies that have been put into place mean that nobody can take money out of the school account without a second signature from the Board Chair and/or the Principal.

Henry requested a meeting regarding all insurances with himself, Joanne, Robert, and the insurance broker. This was tentatively scheduled for the afternoon of May 20<sup>th</sup>, or morning of May 21<sup>st</sup>, depending on the availability of the insurance broker to discuss faculty benefit costs for the 2019-20 school year.

#### Renewal Update

BCS submitted a comprehensive report to DOE regarding the financial issue that was reported in the school's audited financials in 2016-17. This resulted in a delay from the school's authorizer (NYCDOE) regarding a renewal recommendation. Once the recommendation has been made from the NYCDOE, BCS will be up for a decision by the NYS Board of Regents at its June hearing where we will find out what we received in terms of the school's renewal.

BCS conducted a compensation analysis utilizing information received from a compensation survey conducted by the NYC Charter School Center in which BCS and 182 schools participated in. This covered 20 positions and 9,356 employees. The study compared a range of charter schools and the salaries/benefits offered for several positions. The school's HR Director met with the board chair to review salaries and current benefits. It was determined that the school falls within the average of the salaries presented with other charters and the NYCDOE UFT salary scale. It was also determined that BCS offers a rich medical, dental and vision benefit program in comparison to other charters, where employees pay a small percentage into their medical benefits and pay 0% into their dental and vision plan. BCS does this in order to attract highly-qualified faculty for the various positions available each school year.

Joanne will report back about what has been done to implement the various points we made about marketing the school and selling our strengths and the various programs we offer.

For virtual meetings when Board Members are unable to physically attend the meeting, they have to be able to join the meeting via a video conference according to NYS Open Meetings Law. This feature must also be available to the public. Joanne will confirm dates in July and August when teachers and staff will be at the school so that we can schedule those respective Board Meetings.

The next Board Meeting will be held at Henry Lambert's home at 6pm on June 5<sup>th</sup>, 2019. The meeting will be followed by a dinner.

The meeting was adjourned at 6:30pm.