

### **Members Present**

Henry A. Lambert, Chair  
Diana Lee  
Feona Huevo  
Mark David

### **Others Present**

Pam Sanders  
Ariel Arnold  
Robert Morales  
Joanne Hunt

The meeting was held via a ZOOM conference call on July 28, 2020.

Topic: BCS Board of Trustees Meeting

Time: Jun 28, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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+16465588656,,82291448351#,,,,0#,,593914# US (New York)

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The meeting was called to order at 6:04 pm. The minutes for the meeting held on June 23<sup>rd</sup>, 2020 were approved with a motion from Diana, seconded by Mark. All voting members (4) were in favor.

### **2019-20 Summer Program**

The BCS Virtual Summer program currently has 70 students enrolled in grades K-4. The program not only serves students who are in need of remediation but also serves students who wanted to excel for the new school year. Mrs. Sanders will be sending out a survey to families who are participating to see if the program is helping their child and whether or not they are liking the way in which the program is operating. A specific question was asked regarding how the kindergarten summer program was operating. There are currently two sections of kindergarten. 10 rising kindergarteners are participating in the enrichment class and 7 students are participating in the remediation class. The remediation class is a mix of current kindergarten and current 1<sup>st</sup> grade students. There are a total of 7 teachers working the summer program. Another question was asked from a board member regarding our holdover

policy due to COVID-19. BCS administration will conduct a reappraisal of whether students who were deemed a “promotion in doubt” prior to the COVID-19 shut down will actually be retained. BCS will reassess all students who fall in this category prior to making any finite decisions. Only extreme cases will be considered for potential retention.

### Reopening Plans for the 2020-21 School Year

A concern regarding building ventilation was raised by several board members. It was discussed that while there were air conditioners being installed in each classroom prior to school’s being forced to close, what other options are available for classrooms. A discussion about having windows open for cross ventilation as well as having fans available for all classrooms was brought up. Proper air circulation was a big issue with board members and will be discussed further at the August 2020 board meeting.

BCS administration will be attending a NYSED call regarding how BCS will operate with staff and what mandates/ precautions will be in place for their return whether it will be in-person or remote in the fall of 2020.

BCS has sent out surveys to all families via email in order to develop a complete reopening plan. BCS wanted to ensure that all families had a voice and were able to express any questions or concerns regarding school reopening. To date, 93 surveys have been received. Based on current enrollment (191), the school is awaiting 98 surveys. BCS support staff will follow-up with families in the event that surveys are not returned in a timely fashion.

Reopening plans cannot be fully developed at this time as the school will still need to discuss common space areas (gymnasium, cafeteria and auditorium) with the co-located school along with arrival and dismissal procedures. A question arose from Diana regarding utilizing outdoor space. Would it be possible for the school to use the playground or play yard for outdoor classes. Joanne would look into the matter because precautionary matters would have to be taken such as securing permission from the Parks Department as well as parents.

A question about using plastic shields came up. At this time certain plastic shields have been deemed flammable and expensive. BCS will research the further use of plastic shields in the classroom and have an update at the August 2020 board meeting.

Parent Curriculum/Essential Standard Workshops for 2020-21: Henry, Joanne and Pam have discussed and worked on a plan in order to institute a series of parent workshops in order give parents an opportunity to have all necessary information and resources to help their children throughout the school year. This program was intended to make our parents more confident and skillful in order to help their children throughout the school year. A detailed description of the program is attached as a separate document. The workshops will be held virtually and will be based on the different units/modules that are taught in ELA and Math. Sessions will be recorded and made available to families who are unable to make the virtual session.

Questions arose from board members regarding our school bus situation to be researched by BCS Admin and discussed at the July 2020 board meeting:

Mr. Morales (Director of Operations) contacted the school's insurance carrier and the bus company (ALLIED BUS COMPANY) to get further clarity on the following:

- What regulations will be in effect for busing in the new school year? The NYCDOH will put mandates in place in order for students to ride the school buses. Parents will be allowing children to ride at their own risk as schools cannot be held liable.
- Is there a way to have ventilation systems installed into the buses that our school utilizes daily? Being that different buses are utilized each day for all schools, this would not be feasible
- Does BCS have liability for school bus coverage (is it needed at this time) in the event that children catch a communicable disease on the bus? There is nothing that the school can be sued for as parents will be choosing to send their children on school buses at their own risk. It was requested by a board member that we get an endorsement from the bus company that BCS is additionally insured on their policy.
- Does BCS need liability for school coverage (is it needed at this time) in the event that children catch a communicable disease in the school building? Currently, there is no need for extra coverage as families will have the choice to send their children to school for in-person learning or choose remote learning and keep their children home. Board members expressed concern and want to ensure that we cannot get sued for negligence based on our reopening plans.
- Generally...is there anything outside of the academic piece that we need to consider? And what steps are we taking to take care of our children regarding liability? What is NYC doing? Since this is a fluid situation and the entire city is in this predicament, BCS will be following all NYSED and NYC DOH mandates to ensure that we are operating in the safest and most efficient way possible. Henry requested that we get an endorsement from our insurance company stating that we have the highest level of protection available as it relates to the current COVID-19 situation.

### Staffing Updates

There are currently two teachers not returning for the 2020-21 school year; a first grade ICT teacher and a third grade general education teacher.

### Financial Report

#### Budget vs. actuals ending period 06/30/20:

Ariel is projecting a surplus at the end of the school year of \$143, 645. The school's budget was for 215 students and currently the school has 219 students on register attending the school. The final numbers will be dependent upon final bills received, student reconciliation and depreciation.

### BCS Proposed Budgets for 2020-21

BCS presented two proposed budgets for the 2020-21 school year. Based on enrollment trends the school created a budget with 215 students enrolled along with a more conservative budget of 200 students enrolled. The final approved budget is due to NYCDOE on 08/21/20 along with a budget narrative. In both budgets presented, the school cut spending in categories such as school trips, consultants, outside professional development, some after school programming, staff appreciation activity, student activities (which require large gatherings, etc.) BCS did increase spending as it relates to technology, parent communication and PPE supplies. Henry made a motion to approve each budget with modifications to be made as necessary and was seconded by Diana and Feona. All voting members (4) were in favor.

### Enrollment

Enrollment remains at 219 enrolled students.

#### Kindergarten Class update

- BCS now has 34 students confirmed for Kindergarten 2020-2021. Clarification was necessary because while we have 34 confirmed as attending BCS in the fall of 2020, as of today's board meeting a total of 19 kindergarten students entered into ATS and 6 sibling who we are still awaiting paperwork. We are still awaiting paperwork from 9 students who have committed to the school. An update will be provided at the August 2020 board meeting.

The next BCS Board meeting is scheduled for Monday, August 31, 2020 at 6:00 p.m. via Zoom Conference due to the COVID-19 pandemic.

The meeting was adjourned at 6:59 pm. With a motion from Diana, seconded by Feona. All voting members were in favor.