

Broome Street Academy Charter High School

A regular meeting of the Board of Trustees held at Proskauer Rose LLP, 11 Times Square

Date: Tuesday, August 27th, 2019

Notice of the meeting was duly given to members of the board and the public.

Trustees in attendance: David Zurndorfer, Mónica de la Torre, Noah Leff, Herb Elish, Catherine Aquila, Stephanie Durden Barfield, Benjamin Felt, Marlene Nadel, and Gail Schargel. Jeffrey Katzin joined by video conference.

Also present: Melissa Silberman, Eric Weingartner, Courtney Fox (minutes), Barbara Clapp

The meeting was called to order at 9:06 a.m., with a quorum

Barbara Clapp – Managing Director, Individual Giving

David Zurndorfer introduced Barbara Clapp, the new Managing Director of Individual Giving for University Settlement, The Door, and Broome Street Academy (BSA). Ms. Clapp shared her extensive experience in fundraising, events, and campaigning. In partnership with Eric Weingartner and Melissa Silberman, Ms. Clapp intends to continue to build and grow a sustainable development process. She aims to build a base of donors, encourage increased leadership support from current donors, and work closely and collaboratively with the grants team. In regards to fundraising specifically for BSA, Ms. Clapp highlighted the upcoming Cultivation Event (September 16th) and Gala (November 20th).

Approval of Minutes of July 16, 2019 Board Meeting

The minutes of the July 16th meeting, which had been previously circulated, were approved.

Head of School Report

Melissa Silberman reported on talent recruitment, fall programming and enrollment, and summer school.

In regards to talent recruitment, Ms. Silberman noted that BSA has gained more certified teachers than last year.

For fall programming, Ms. Silberman highlighted several features of the upcoming year's academic program. BSA has moved away from A/B block scheduling and will be running an 8-period daily schedule. In addition, teaching periods have been lengthened from 47 minutes to 50 minutes. As a result, teachers are scheduled for 20% more time with students compared to last year. Ms. Silberman also noted that Algebra will span two years (instead of one) and freshmen are taking two periods of English Language Arts (ELA) in order to support academic success. She announced that the two new Academic Deans will attend the September Board meeting to discuss academics and programming in more detail.

Ms. Silberman reported that as of August 26th, BSA has enrolled 317 students. She noted that 3-4 applicants are continuing to come in each week.

Lastly, Ms. Silberman reported that 85 students completed summer school at BSA and about 95% of them earned credits. She described staff feedback on the high levels of student engagement and motivation. She noted that BSA was concurrently running a Summer Youth Employment Program (SYEP), which was completed by 97 students. She expressed plans to continue both programs next summer.

Charter Renewal Application

Mr. Zurndorfer introduced plans to support the charter renewal application process during the upcoming year. He noted that the application is due in the summer of 2020 and the current charter ends at the conclusion of the 2020-21 school year.

Ms. Silberman stated that the charter renewal will be on the Board meeting agenda monthly for the remainder of the school year. She noted that Board members will be interviewed as part of the process. Ms. Silberman reported that she is working with Mr. Weingartner to identify a consultant to support the renewal application.

Ninth Amendment of Agreement of Lease

Mr. Zurndorfer reviewed the Ninth Amendment of the Agreement of Lease that includes a 5% increase in the rent. This increase includes BSA's use of the shared gymnasium space. He noted that Sullivan & Cromwell LLP had reviewed the lease agreement. The vote to approve the Amendment was passed unanimously (member de la Torre not voting).

Vote to Determine Fixed Number of Trustees

Mr. Zurndorfer reported that the Charter Schools Institute (CSI) requires the Board to approve a fixed number of trustees for the purposes of determining a quorum. Mr. Zurndorfer moved to set the fixed number at 13; the motion was passed.

September 16, 2019 Cultivation Event

Cathy Aquila noted that plans for the September 16th Cultivation Event are moving forward. Board members were reminded to send guest's names to Ms. Clapp. Ms. Aquila also announced the Gala committee will be forming soon.

CEO Report

Mr. Weingartner reported positively on the budget based in part on progress towards enrollment targets and Arabella grant funding.

Mr. Weingartner announced The Door's plan to extend and expand programming in the Bronx. The Door has been awarded a \$100k planning grant by the Walton Foundation to support that effort. It is anticipated that the Door will obtain expanded space by the end of the fiscal year. This space will serve as a partnership opportunity with charter schools in the Bronx to provide healthcare and mental health services.

Lastly, Mr. Weingartner gave an overview on Title X changes and its potential impact on The Door.

At 10:25 a.m. the Board then adjourned.