

Broome Street Academy Charter High School

A regular meeting of the Board of Trustees held by videoconference and by phone.

Date: Tuesday June 15, 2021

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

Trustees in attendance: David Zurndorfer, Mónica de la Torre, Catherine Aquila, Jeffrey Katzin, Katie Jaxheimer Agarwal, Noah Leff, John Quinn, Lauren Blum, Herb Elish, Stephanie Durden Barfield, Fernando Lorence joined by videoconference, Vanda Belusic-Vollor, Elaine Schott, Gail Schargel joined by phone.

Also present: Melissa Silberman, Kelsey Louie, Reeham Ahmed (minutes), Keith Morton, Sanjay Dutt, Alexandra Wood

The meeting was called to order at 6:04 p.m., with a quorum

Board Candidate Alexandra Wood

Mr. Zurndorfer introduced a potential Board member, Alexandra Wood. Ms. Wood commented on how inspired she was by the BSA community and briefly discussed her professional background. She shared her interest in joining the Board, skills she brings to the team and support she has to offer in serving.

Approval of Minutes of May 18, 2021 Board Meeting

The minutes for the May 18 meeting, which had been previously circulated, were approved.

Motion to Approve FY22 Budget

FY22 Budget was approved.

Planned Use of Coronavirus Relief Funds

Ms. Silberman briefly discussed the budget vision which includes supporting academic resilience, recovery and advancement, college and career readiness and diversity, equity and inclusion. Mr. Leff shared that the total expenses from last year should not change this year. He further shared there was a 3% increase for employees that was included in the budget. The budget will also include staffing for new positions to address learning loss due to COVID as well as budgeting for new technology. Ms. Silberman briefly reviewed the use funds on capital purchases to bring students back to school and to offset salary, stipends and coaching.

The Board asked how they could support BSA's sustainability from a 3–5-year perspective with this proposed budget. Ms. Silberman replied that capacity building and addition of other roles and resources will support learning loss and school wide operations. The Board asked how BSA approaches purchasing and funding. Senior Director of Operations, Keith Morton replied that there are regulations around federal funding and so bids are required, conversing with several vendors, and working with facilities from The Door to ensure documentation of any request and purchase is supported. Mr. Leff concluded with the current operating budget and stated that it is subject to change.

The Board approved the budget.

Mr. Leff discussed the audit this year and shared the committee has interviewed candidates and will make a decision soon and update the Board as they are currently narrowed to 3 top firms. Ms. Silberman remarked on the renewal of the community school's grant.

HOS Report

Ms. Silberman briefly went over the agenda. She shared some highlights about incoming freshmen and current enrollment. There are currently 87 incoming freshmen as of 6/11/2021, and BSA's class target is 100. Ms. Silberman proceeded with an update on enrollment. She confirmed that there are 316 students enrolled at BSA which includes 18 students who are pending High School Equivalency, discharge and transfer. She shared that BSA's graduation will be held at the Ethical Culture Society on June 28 from 10:00- 11:30am. She proceeded with announcing BSA's Head of School Award recipient as well as Valedictorian and Salutatorian for this graduating senior class. Ms. Silberman shared The Board scholarships and Meringoff scholarship grantees. The Board asked about the social distance guidelines for graduation as it will be in-person in which Ms. Silberman replied that the space will allow for social distancing at capacity and only two tickets will be given to every senior with the exception of the Valedictorian, Salutatorian and Head of School award recipients who will receive four tickets.

Ms. Silberman shared that Summer Bridge will begin on July 12, 2021- August 12, 2021. There will be 5 in-person sessions with 20 students maximum for each session. She briefly shared that the schedule would include academic assessment, mental health intake, team builders and Door membership. Ms. Silberman stated the goal is to have 100 freshmen complete intake of the Door membership.

Ms. Silberman discussed BSA's potential partnership with Give Back, a Post-Secondary Readiness organization. She shared that Give Back is a cohort-based scholarship model that has special preference for BSA's catchment population. Ms. Silberman added they provide full ride scholarships to Binghamton University, Mercy College and Queens College. The Board asked if there was any financial obligation to this partnership in which Ms. Silberman replied that BSA only has a programmatic responsibility which BSA's has capacity for. The Board also asked what the requirements and expectations were for students. Ms. Silberman replied students are expected to attend a monthly session with their champs who are teachers they meet with regularly. The Board asked how the 7 students are selected and which staff are going to be working with Give Back in which Ms. Silberman replied there is a lengthy interview process and Ms. Silberman along with the Dean of Social Services, Director of College and Academic Services, Associate Dean of Post-Secondary Readiness and student's champs.

Ms. Silberman reviewed the summer school plan which included full 6-week courses Monday-Thursday starting July 5th- August 14th. She shared approximately 190 students are registered for summer classes compared to last year which was 160 students. Ms. Silberman also shared there are 120 students employed in SYEP. She stated there will be about 250 students in the school building this summer across all programs. Ms. Silberman provided an update on the Community Schools Grant which was awarded to The Door and includes a 3-year grant at \$436k per year. This grant provides wraparound services for Broome Street Academy from The Door and is funded by NYCDOE. She concluded with highlights from the data dashboard this month and announced BSA's new Data Manager, Laisa Khan.

Motion to Approve Lease Renewal

Lease Renewal was approved.

Motion to Approve Management Services Agreement

Management Services Agreement was not approved and will be reviewed next month.

Election of Lauren Blum as Member of Investment Committee

Lauren Blum as Member of Investment Committee was approved.

Motion to Submit Name of Alexandra Wood to CSI as Proposed BSA Board Member

Alexandra Wood as a Proposed BSA Board Member was approved.

Motion to Set Fixed Number of Trustees

Set Fixed Number of Trustees was approved.

At 7:30 p.m. the board then adjourned.

