

## Broome Street Academy Charter High School

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

Date: Tuesday, October 20, 2020

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, Benjamin Felt, Elaine Schott, Jeffrey Katzin, Gail Schargel, Vanda Belusic-Vollor, Katie Jaxheimer Agarwal, Herb Elish, and Noah Leff joined by videoconference. Marlene Nadel joined by phone.

Also present: Melissa Silberman, Eric Weingartner, Reeham Ahmed (minutes),

The meeting was called to order at 6:03 p.m., with a quorum

### Approval of Minutes of September 22, 2020 Board Meeting

The minutes for the September 22nd meeting, which had been previously circulated, were approved.

### Decision to Remain Entirely Remote for the Remainder of the Calendar Year

Melissa Silberman explained to the Board the decision for Broome Street Academy to stay remote ~~until~~ <sup>through</sup> December 2020. BSA evaluated the decision to go hybrid to ensure the quality of the educational program is sustained. The Door is currently open for support services such as the Adolescent Health Center. Ms. Silberman shared that the Caregiver Association Meetings have demonstrated great support of BSA's decision to remain remote.

Ms. Silberman further shared that live teaching instruction occurs daily and attendance is measured from Google sign-in which is currently above the average of 180 minutes; 270 minutes per student. She noted that every Wednesday there is an Advisory class.

Eric Weingartner added that staff is attending in-person one day a week as services are still in place with the Door. Mr. Weingartner stated that an update on the physical operation will be announced during February's Board Meeting. He also emphasized that the Door is currently operating on a hybrid schedule as the Health Center is mostly used. Mr. Weingartner concluded that protocols if there is a second wave has been written to reduce services in-person and ramp up remote programming. The Board responded that this decision was thoughtful and courageous given the circumstances.

Academics; Diversity, Equity and Inclusion; Door Partnership and Post-Secondary Readiness; School Environment and Restorative Justice; Operations; Admissions and Catchment; Social Work and Social Emotional Learning; and Communications,

Development and Board Relations.

David Zurndorfer asked what is BSA and the Door doing to make sure support services are available to students remotely. Ms. Silberman responded that there are grab and go breakfast and lunches given to students daily. She shared that students have visited the Health Center recently and these in-person services will continue as needed. Ms. Silberman announced the Virtual Latina/Latinx Showcase Event which is scheduled for October 22 to celebrate Latin Heritage Month. She concluded that BSA is at a place where discussions on teaching, learning, Diversity, Equity and Inclusion (DEI), academic rigor and Accountability Plan Progress Report (APPR) have been the focus as safety needs are being met.

Head of School's Goals for the 2020-21 School Year

Ms. Silberman reviewed the Head of School's Goals for the 2020-21 school year. These goals included 6 categories: Academics, Diversity, Equity and Inclusion, School Environment & Restorative Justice, Operations and Door Partnership, Admissions and Catchment, Social Work and Social Emotional Learning, Communications, Board Relations, Development and Partnership with the Door. She emphasized the progression of the goals as compared to last year. The goals before were qualitative and the goals currently are focused on college/career readiness and quantitative measures that focus on all academic targets and are framed by our state mandated goals. Ms. Silberman explained that the process-oriented goals complimented the outcomes reported in the APPR.

Ms. Silberman announced that the Champion Model is being utilized to support students. She shared how the Operations Team have completed mailings, purchasing of devices for students, supplies and materials for students and staff. A recent order was placed for an art kit sent to every student who has art class. To date, 260 laptops have been distributed to students and teachers. Ms. Silberman further shared 30% of BSA's student body meets our catchment as this information was gathered through a caregiver survey for incoming students. She added that our FTE is 300 and we are currently at 317. Ms. Silberman reported that there are counseling services available remotely as students have opted to have sessions by phone. She concluded by announcing a new Mental Health Assessment tool called Panorama Ed. was purchased.

The Board commented that the data dashboard provides a great representation of the quantitative highlights of BSA's students and goals.

2019-20 Accountability Plan Progress Report

Ms. Silberman continued with the remainder of the APPR Goals and discussed the measures progress in four major ways. This includes graduation rate, credit accumulation per grade, pass rates on Regents Exams and Post-Secondary Readiness and college matriculation.

Head of School Report



Mr. Zurndorfer announced that the audit, which must be submitted to CSI by November 2d, has been delayed and will be presented to the Audit Committee next week. He moved that the Board authorize the Committee to approve the audit on the Board's behalf. The motion was approved. The results of the audit will be reviewed at the November board meeting.

Ms. Silberman then continued with the remainder of the Head of School Report. She shared some highlights about enrollment and attendance. Ms. Silberman proceeded with an update on enrollment. She confirmed that as of October 14, there are 317 students enrolled at BSA. Daily attendance on average is currently 85% with a 95% daily sign in. Ms. Silberman proceeded to discuss BSA's culture remotely. Live instruction occurs daily and weekly Professional Development is provided to staff on Fridays. Staff join daily Roll Call to share a "pearl" with their colleagues every morning and the Board is invited to participate.

Gala

Catherine Aquila reported on fundraising progress for the Gala. Ms. Aquila shared that there will be filming at the Door for the Gala. Mr. Weingartner mentioned that this year, <sup>Virtual which will be held November 17<sup>th</sup></sup> Board President of The Door, Marc DeBevoise, this year's honoree, <sup>will be</sup> has changed roles at CBS.

Audit

Mr. Zurndorfer announced that the auditors will present a draft to the committee and the committee asked the Board for approval. Mr. Weingartner disclosed that the audit firms and CFO are new and as a result the audit is slightly behind schedule. The motion to delegate the committee to approve the motion is due October 31. Mr. Zurndorfer assured the Board that the audit will be discussed in the November Board meeting. Mr. Zurndorfer and the Committee recommended approval of the audit.

This resolution was approved.

BSA Website

Mr. Zurndorfer announced the changes in the BSA webpage. Mr. Weingartner shared the importance of recruiting differently as the need for marketing and technology advances and teaching caregivers how to use technology. The Door is eligible for a grant to update technology which could enhance BSA's website overtime.

CEO Report

Mr. Weingartner reported two important proposals which include the Community Schools Grant and Attendance, Improvement and Drop-Out Prevention (AIDP) for outreach and attendance to get renewed. Ms. Silberman reported the dollar amount and that the focus is to provide students before and after school tutoring services. Mr. Weingartner added that allocations may reduce. He emphasized there were multiple budgets made for BSA due to waiting on the stimulus bill and would have to pivot if a cut is made. He stated that the City releases their November budget which reflects their 5-6-month fiscal year budget.

Mr. Weingartner announced they are at the final stages of the Executive Director interview. He mentioned interviewees will meet the Board in the next week or two with an offer to be made next month.

Benjamin Felt ~~concluded with a reminder that there is \$600k in the Emergency Fund available and can discuss the utilization of all those funds if required in the future.~~

At 7:07 p.m. the board then adjourned.

reminded the Board that it has \$1.6M in a money market account earning very little interest. He asked the Board to confirm that the money should remain there at least until the Governor clarifies the extent to which per pupil payments for this fiscal year will be reduced. The Board confirmed that.