

Broome Street Academy Charter High School

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

Date: Tuesday, September 22, 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, Noah Leff, Catherine Aquila, Stephanie Durden Barfield, Benjamin Felt, Jeffrey Katzin, Gail Schargel, Vanda Belusic-Vollor, Katie Jaxheimer Agarwal joined by videoconference. Herb Elish, Marlene Nadel, Joaquin Pichardo joined by phone.

Also present: Melissa Silberman, Eric Weingartner, Nora Clancy, Reeham Ahmed (minutes), Dafina Westbrooks

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

Approval of Minutes of August 4, 2020 Board Meeting

The minutes for the August 4th meeting, which had been previously circulated, were approved.

Start of New School Year

Ms. Silberman shared highlights of Broome Street Academy's virtual reopening on September 10th. Daily attendance was as high as 90% as of September 22. She described BSA's educational program and model to work both in-person and virtually. Ms. Silberman discussed the tools and resources students, and teachers are equipped with for hybrid instruction. She reported teacher's availability for office hours and staff schedules to report in-person twice a week while working three days remotely. Ms. Silberman concluded that staff could ask for accommodation and so this in-person schedule supports staffing.

She noted that students with IEP needs are met through virtual co-teaching on Zoom and counseling sessions are held over the phone. Ms. Silberman reported that last year, there was an 83% rate of attendance and this year attendance is already at 90%.

Head of School Report

Ms. Silberman then continued with the remainder of the Head of School Report. She shared some highlights about summer school and current enrollment. There are 76 students who earned 88 credits this summer which is comparable to last year being 85 students who earned 45 credits. She shared that the June graduation rate was 79% and in August, there were 3 more graduates

which has increased the graduation rate to over 80%. Ms. Silberman proceeded with an update on enrollment. She confirmed that as of September 17, there are 327 students enrolled at BSA.

Status of Charter Renewal Application

Mr. Zurndorfer announced that the renewal visit has been scheduled for the week of December 7th and will be done remotely. Ms. Silberman shared there will be both virtual and in-person classroom visits and teachers have been notified and are prepared. The board interview will be December 9th or 10th for approximately 90 minutes. Mr. Zurndorfer stated that anticipated questions and suggested answers will be discussed in the November board meeting for preparation. Mr. Zurndorfer emphasized the importance of board participation during this interview.

Dafina Westbrooks - BSA's Dean for Equity, Inclusion and Diversity

Melissa Silberman introduced Dafina Westbrooks, Dean of Diversity, Equity, and Inclusion at Broome Street Academy. Ms. Westbrooks shared her professional background and enthusiasm for this new position. She discussed BSA's response to the BLM movement and BSA's approach to achieve a more equitable school for all students and caregivers. She announced the use of Harvard Graduate School ABCD's and biweekly Professional Development to all staff to monitor progress.

Parent Representative, Joaquin Pichardo interjected to thank staff and shared his enthusiasm on the remote model while working with Ms. Westbrooks as his child receives special education services.

Barbara Clapp - Director of Individual Giving

Director of Individual Giving Barbara Clapp announced that the Fall Gala will be taking place virtually this year on November 17 at 7pm. Marc Debevoise, the President of the Door Board, will be the honoree. Ms. Clapp discussed efforts to reach fundraising goals this year in all categories.

Approval of Employee Handbook

The Board voted unanimously to approve the Employee Handbook.

Safety Plan

The Board unanimously approved the School Safety Plan.

CEO Report

Eric Weingartner discussed the strategic plan for dealing with the impact of COVID that the Door has created for the next two fiscal years. Mr. Weingartner stated that the plan task force will be continued through June 2021 and that Door revenue is expected to fluctuate through June. Updates will be provided at upcoming board meetings.

Mr. Weingartner announced that the fiscal team with the new CFO is preparing BSA's audit. He disclosed that the first round of interviews for the Executive Director position at The Door have been completed. Eric anticipates that the position will be offered to the person selected in late October or early November.

The Board asked if the Door is doing COVID testing. Mr. Weingartner described the Door's protocols with health screening, temperature testing and using the GoCanvas application. He emphasized the Door is not a testing site but will continue to take daily temperatures of everyone entering the building. Ms. Silberman added DOH and SUNY guidelines on COVID testing and referred to the GoCanvas application that will be implemented on September 28. Mr. Zurndorfer suggested that Board members who are interested in how BSA will deal with this when it reopens look at BSA's Reopening Plan which is posted on BSA's website.

Mr. Zurndorfer concluded by announcing the next board meeting and Program Committee are scheduled for October 20.

At 7:12 p.m. the board then adjourned.