

Broome Street Academy Charter High School

A regular meeting of the Board of Trustees held in person and by videoconference

Date: Tuesday, January 24, 2023

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

Trustees in attendance: Cathy Aquila, Vanda Bellusic, Lauren Blum, Monica de la Torre, Stephanie Durden Barfield, Katie Jaxheimer Agarwal, Jeffrey Katzin, Noah Leff, Fernando Lorence, John Quinn, Elaine Schott, and David Zurndorfer

Also present: Kelsey Louie (CEO), Amanda Marmol (minutes), Sarah Weeks (Interim Head of School), Dafina Westbrooks (Senior Director of Diversity, Equity, and Inclusion)

The meeting was called to order at 6:05pm, with a quorum.

Approval of Minutes of December 20, 2022 Board Meeting

The Board voted unanimously to approve the minutes of the December 20, 2022 Board Meeting.

Head of School Report

Ms. Weeks reported on Attendance, Enrollment, Athletics, and Regents Exams at BSA.

Ms. Weeks reported that the average daily attendance in December was 80%, with the highest attendance, 86%, on December 1st and December 7th. The lowest attendance was on December 23rd, 48%, which was anticipated, as it was the last day of school before the winter break.

Ms. Weeks reported that the current enrollment at BSA is 258 students. At the start of the new semester, there might be 10-15 additional new students. Historically, a few students transfer out of BSA at the end of the first semester, but a net increase in student enrollment is anticipated.

Ms. Weeks reported on a successful first annual "I Have a Dream" Basketball Tournament at BSA. The boys Varsity and Junior Varsity teams each played alongside six NYC High School teams. The BSA community of students, teachers, and administrators came out to support and assisted with concessions and check-in. The event garnered positive feedback.

Ms. Weeks reported on the NYS Regents Exams. In June 2020, the Regents Exams were canceled due to the pandemic. In June 2021, Regents Exams were optional and no BSA students chose to take the exams. In June 2022, Regents Exams returned to pre-pandemic requirements. Previously, students who would have typically taken a Regents Exam for a course were

exempted from taking exams as long as they passed their classes. Ms. Weeks reported that BSA is encouraging students to work on earning a Regents Diploma with Advanced Distinction by taking additional Regents Exams and courses throughout their high school career.

Diversity, Equity, and Inclusion - Dafina Westbrooks

Ms. Westbrooks reported that BSA now has a more fully staffed Special Education team which allows for co-teaching in more courses. Educators at BSA also collaborate with the Great Oaks Teaching Fellows to increase one-on-one academic support, enrichment, and remediation.

Ms. Westbrooks also discussed the percentage of students at BSA with Individual Education Plans (IEPs). Out of 258 students, there are 67 students with IEPs, 26% of the student population.

Ms. Westbrooks further reported on the Special Education services being offered at BSA. These include integrated co-teaching classes in Math, Science, English, and Social Studies; Special Education Teacher Support Services; Speech & Language Therapy; and Counseling. In addition, Ms. Westbrooks discussed accommodations and modifications that BSA offers to students based on mandates in their IEPs. Examples of accommodations and modifications are extended time, classroom breaks, separate testing locations, questions and directions read aloud, and recorded answers.

Ms. Westbrooks concluded by discussing staff diversity. The majority of the English, Social Studies, and Math departments are teachers of color. Our Social Work team has added a male Latino counselor who is working well with male scholars.

Report on Efforts to Increase Student Enrollment

Mr. Louie reported on efforts to improve student enrollment, which includes:

1. Attending monthly Charter Center Recruitment Meetings, where different strategies are discussed.
2. Advertising of BSA through the upcoming Charter School Fair and ensuring BSA is on the Open House Calendar
3. Developing partnerships with middle schools that might serve as a pipeline to BSA, including CREO Prep School (Bronx), New Beginnings (Brooklyn), and Global NYC (Harlem)
4. Engaging consultants, Underdog Strategies, who will conduct canvassing activities in neighborhoods where potential BSA students may be and conduct digital advertising
5. Working with Invus, a private equity firm, to strengthen marketing efforts
6. Creating a roadmap and standard operating procedures to see where we might be able to strengthen our own internal recruitment and enrollment processes
7. Leveraging Door staff to make referrals to BSA
8. Coordinating outreach efforts between BSA and The Door

Head of School Search Committee

Ms. de la Torre reported that the Head of School Search Committee has been meeting with Sandler Search on developing a process to interview and select the next Head of School. The job description has been posted widely and the Committee will begin to interview candidates in March.

Mr. Louie reported that he has informed BSA staff of the search. He reminded the staff that Ms. Weeks was appointed as an interim Head of School for one year, and the Board is moving forward with the original plan to identify a permanent Head of School. He also assured staff that they will have some involvement in the search.

Investment Committee Report

Mr. Katzin reported that the investment portfolio was up 7% in the last quarter, which is in line with the benchmark for this portfolio. Since inception, BSA has lost a total of \$12,000.

The meeting was adjourned at 7:13 pm.