

Broome Street Academy Charter High School

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

Date: Tuesday, July 18, 2023

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

Trustees in attendance: Cathy Aquila, Lauren Blum, Monica de la Torre, Stephanie Durden Barfield, Herb Elish, Katie Jaxheimer Agarwal, Jeffrey Katzin, Fernando Lorence, Alexandra Wood, and David Zurndorfer

Also present: Ted Caine (minutes), Derek Jones (Head of School), Kelsey Louie, Amanda Marmol (minutes), and Sarah Weeks (Interim Head of School)

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

Approval of Minutes of June 13, 2023 Board Meeting

The Board voted unanimously to approve the minutes of the June 13, 2023 Board meeting.

Head of School Report

Ms. Weeks reported on attendance, enrollment, 2023 graduates, 2023-24 enrollment projections, and staffing updates.

The average daily attendance was 71% in June. The highest attendance in June, 82%, was on June 5. The lowest attendance in June, 62%, was on June 2.

There are 249 active students enrolled at BSA.

For School Year 23-24, 44 students have accepted our offer of admission and completed their registration. An additional 150 student have started the registration process, but have not completed it.

Ms. Weeks reported on the future plans of the 52 graduates. 45 plan to attend college or other continuing education programs, two plan to join the armed forces, four plan to enter the workforce, and one is undecided.

Ms. Weeks also reported on staffing updates. One hundred percent of the 22 teachers offered positions for the 23-24 school year accepted the offer and 10 new teachers have been hired. There are 2 vacancies remaining in the Math and Science departments.

Observations and Comments of New Head of School, Derek Jones

Mr. Jones expressed several areas that he would like to focus on—improving the quality of data, monitoring credit accumulation and tracking attendance, and developing a professional community based on academics and students’ needs.

New Student Enrollment

Mr. Louie reminded the Board of the comprehensive approach to recruit students for the upcoming School Year. He reported on next steps in the enrollment process—ensuring that students who accepted BSA’s offer of admission completed the registration process. He also reported on efforts to both contact current students who have not committed to returning next year and keep registered students engaged.

Investment Committee

Mr. Katzin reported that the Investment Committee met with JP Morgan to discuss BSA’s investment portfolio. Notwithstanding the downturn in the economy due to the pandemic, the portfolio has an overall net positive balance.

Start Times of Future Board Meetings

Mr. Zurndorfer discussed future Board meetings moving to 9am and 5pm start times.

Resolution Setting Fixed Number of Board Members

Mr. Zurndorfer reported that Vanda Belusic-Vollor had resigned from the Board. Mr. Zurndorfer expressed the importance of having an educator and a parent/caregiver on the Board.

The Board voted unanimously to approve a fixed number of BSA Board of Trustees members at 12.

BSA Website

Mr. Louie announced that the soft launch date for the new BSA website is July 20.

Disclosure of Financial Interest Forms

Mr. Zurndorfer reminded Board members to submit their Disclosure of Financial Interest Form.

Mr. Zurndorfer announced that the August BSA Board meeting has been rescheduled for Wednesday, August 16 at 9am.

Mr. Louie and Mr. Zurndorfer thanked Ms. Weeks for her service as Interim Head of School.

The meeting was adjourned at 6:57pm.