

Broome Street Academy Charter High School

A regular meeting of the Board of Trustees was held in person and by video conference.

Date: Tuesday, November 19, 2024

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, Katie Jaxheimer Agarwal, Jeff Katzin, William Murdock, Susan Notkin, Lynn Schnurnberger, Elaine Schott, Fernando Snowden-Lorence, Alexandra Wood, and David Zurndorfer

Also present: Sean Berry (CFO), Lynnette Ford (Head of School), Cameyia Letts (minutes), Kelsey Louie (CEO), Chris Means (Associate Head of School), and Felicia Rowe

The meeting was called to order at 5:03pm.

Introduction of Kirkley Strand

Kelsey Louie, *CEO*, introduced Kirkley Strand, Chief Advancement Officer, to the Board. Ms. Strand joined The Door in August and spearheaded the Fall Gala, which raised \$1.55 million. Ms. Strand previously managed Development, Communications, and Marketing for New York Foundling, which operates a charter elementary and middle school.

Approval of the Minutes

The Board voted unanimously to approve the minutes of October 22, 2024 Board Meeting.

Head of School Report

Chris Means, *Associate Head of School*, presented the first section of the Head of School Report—Teacher Observations.

Mr. Means discussed how the leadership team is using the Danielson Rubric to guide classroom observations. The Danielson Rubric observational data will provide structure for utilizing data to drive every component of the classroom toward desirable outcomes. Mr. Means presented results of recent teacher observations in the following categories:

- Observations for Student Engagement
- Encourage Student Agency in Meeting Rigor of Learning Tasks and Teacher Checks for Understanding
- Lesson Plans Reinforce Instruction: Complete all sections of weekly lesson plans
- Meaningful Content and Higher Order Thinking (HOT) Questions
- Teacher Checks for Understanding Using a Variety of Data Collection Methods

Ms. Ford, *Head of School*, provided an update on enrollment and attendance for the month of October. BSA has an active enrollment of 262 students. Total enrollment by grade is broken down as follows:

- 9th grade: 43
- 10th grade: 53
- 11th grade: 78
- 12th grade: 88

The average scholar attendance rate for October was 88%, an increase from September.

Ms. Ford provided an update on academic pass rates for the month of October, broken down by grade level as well as catchment group and English Language Learners.

Ms. Ford reported that 41% of teachers are certified and discussed pathways for increasing teacher certification rates over time.

Ms. Ford provided School-wide updates, including:

- Back to School Curriculum Night
- Enhanced post-secondary readiness
 - College tours have started
 - FAFSA parent workshop is scheduled for November

Update on Work with Jeff Wasbes

Mr. Louie provided an update on the beginning stages of working with Jeff Wasbes (DynEval Solutions) that will include setting and articulating goals, improving our data systems and use of data, and improving academic outcomes.

The meeting was adjourned at 6:27pm.