

Broome Street Academy Charter High School

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

Date: Tuesday, August 19, 2025

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

Trustees in attendance: Lauren Blum, Stephanie Durden Barfield, Jeff Katzin, William Murdock, Fernando Snowden-Lorence, Lynn Schnurnberger, Alexandra Wood, and David Zurndorfer

Also present: Lynnette Ford (Head of School), Cameyia Letts (minutes), Kelsey Louie (CEO), Chris Means (Associate Head of School), Felicia Rowe, and Jeff Wasbes (*Dyneval Solutions*).

The meeting was called to order at 5:02pm.

Approval of the Minutes

The Board unanimously voted to approve the minutes of the July 22, 2025 meeting.

Development Committee Update

Kelsey Louie, *CEO*, presented updates on behalf of the Development Committee.

- The annual Door/BSA Gala will be held on October 15, 2025; \$498K has been raised to date.
- Javier Muñoz has been confirmed as a gala honoree.
- A Host Committee Gathering will be held on September 18, 2025. The event serves as a great opportunity to introduce new guests to The Door and BSA. Board members interested in joining the host committee should contact Kirkley Strand.

Head of School Report

Lynnette Ford, *Head of School*, presented the August Head of School report, including updates on enrollment and graduation outcomes.

Enrollment Update:

- As of August 18, enrollment for the 2025-2026 school year is 181 students (105 new scholars and 76 are returning scholars).
- The team continues to recruit scholars:
 - Ruth Caraballo, *Admissions and Parent Coordinator*, is exploring opportunities for dual enrollment for eligible students that are pursuing their GED in The Door's Train and Earn program.
 - Felicia Rowe is supporting Ms. Caraballo's recruiting efforts by calling scholars who indicated an intent to return.

August Graduation Data:

- Four additional students from the 2021-2022 cohort have received their diplomas in August.

August Regents Testing:

- Summer school provided opportunities for credit recovery, promotion, and Regents exam preparation.
- Algebra I, English Language Arts, and Global History Regents exams were offered in August.
- Summer school attendance was lower than anticipated, with 26 students participating in Regents testing for August. BSA leadership is exploring strategies to increase parental engagement and bolster attendance rates.

Academic Update

Chris Means, *Associate Head of School*, presented an update on the academic priorities for the 2025-2026 school year. The academic plan incorporates teacher feedback, observations from the SUNY site visit, classroom observations, and student performance data.

Starting in August during Professional Development training, Ms. Ford and Mr. Means will introduce the teachers to the academic plan objectives. Sessions will include lesson planning, student engagement, and checking for understanding with a key goal of helping teachers impart deep, significant learning experiences that engage and foster positive academic outcomes.

Renewal Application

Mr. Louie thanked the Board, BSA leadership, and Mr. Wasbes for their contributions to the BSA Renewal Application.

Jeff Katzin and Jeff Wasbes echoed the sentiments and further noted that the renewal process presents a great opportunity to assess progress the strengthen the roadmap for an improved school.

The meeting was adjourned at 6:00pm.