

Broome Street Academy Charter High School

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

Date: Tuesday, April 21, 2026

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

Trustees in attendance: Cathy Aquila, Lauren Blum, Stephanie Durden Barfield, Jeff Katzin, William Murdock, Susan Notkin, Fernando Snowden-Lorence, Alexandra Wood, and David Zurndorfer.

Also present: Jill Glassbrook (*Acting Head of School*), Kelsey Louie (*CEO*), Felicia Rowe (*Assistant to the Head of School*), and Larissa Santiago (*Minutes*).

The meeting was called to order at 5:04 PM.

Approval of the Minutes

The Board voted unanimously to approve the minutes of the March 17, 2026 meeting as amended.

Head of School Report

Jill Glassbrook, *Acting Head of School*, provided an update on the SUNY CSI Accountability Plan by sharing a comprehensive report on new student data as requested by SUNY CSI, to better understand the student populations served by BSA, particularly students facing special circumstances.

Ms. Glassbrook reported new student data categories: (1) students who are pregnant and/or parenting; (2) students who have been hospitalized for approximately 20 days; (3) students who are justice-involved; (4) students who have experienced the death of a caregiver; and (5) students who have two or more of the foregoing life circumstances.

Ms. Glassbrook reported that the data was gathered from existing reports and from additional student-by-student check-ins conducted by multiple school teams, including the Student Life and Social Work teams. She noted that this cross-functional effort serves as a foundation to create future data collection systems. Ms. Glassbrook reported on BSA student credit accumulation data requested by SUNY to support graduation targets for the Accountability Plan. The data indicates that many transfer students entering grades 9–12 enter with credit levels below their assigned grade, rendering the current graduation goal unattainable.

Ms. Glassbrook reported that the following student archetypes have been identified:

1. Mid-to-late high school transfers (second and third year of high school)
2. Early high school entrants (first year of high school)
3. Late entrants (fourth year of high school)

4. Extended-year students (fifth–seventh year entrants)

This information will be used to establish more realistic graduation accountability goals aligned with the students BSA serves.

Ms. Glassbrook reported on enrollment and the annual admissions lottery. The lottery for incoming ninth grade students was conducted on April 15. A total of 223 offers of admission were extended, representing all applicants.

Ms. Glassbrook provided an update on current school events. She reported that BSA earned its second consecutive basketball championship win and acknowledged the role of coaches and staff in supporting student attendance and participation in the program, which offers an option for earning physical education credit. She also reported the launch of a seventh instructional period after spring break to increase instructional time, support credit accumulation, and expand elective offerings. Attendance during the seventh period has been consistent with core instructional periods. In addition, she highlighted student engagement initiatives, including the Class Cash attendance incentive program funded by the Attendance Intervention and Dropout Prevention (AIDP) team; the introduction of student-selected lunch hour clubs; and expanded credit recovery support. Ms. Glassbrook also noted that a college fair was held on April 18 with approximately 40 partner organizations participating.

Kelsey Louie, *CEO of The Door*, reported on the launch of a joint comprehensive fundraising campaign with The Door, with BSA Board member Cathy Aquila serving as Co-Chair. He noted that the campaign has already secured its first \$1 million.

The meeting adjourned at 5:59 PM, followed by an Executive Session.