

Broome Street Academy Charter High School

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

Date: Tuesday, June 23, 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, Susan Notkin, David Zurndorfer

Also present: Jill Glassbrook (*Chief Accountability Officer and Acting Head of School*), Sean Berry (*CFO*), Kelsey Louie (*CEO*), Tiffany McAfee (*Head of School candidate*).

The meeting was called to order at 5:11 PM.

Approval of the Minutes

The Board voted unanimously to approve the minutes of the May 19, 2026 meeting.

Head of School Report

Jill Glassbrook, *Chief Accountability Officer and Acting Head of School*, provided an overview of the annual review for the Broome Street Academy District-Wide Safety Plan and related emergency preparedness requirements for the 2026-2027 school year. Ms. Glassbrook also reported on anticipated graduation rates and Fall 2026 enrollment compared with the same period last year.

Ms. Glassbrook reported that required turnaround and renewal materials had been submitted to SUNY and that the school is awaiting additional feedback.

The Board requested a future session dedicated to a deeper review of SUNY accountability metrics, demographic trends, and Year One charter renewal outcomes. The Fiscal Year 2027 Budget assumes enrollment of 200 students, projected philanthropic support, continued service partnerships with The Door, and a 3% cost-of-living adjustment for staff compensation. The proposed budget reflects approximately \$6.23 million in revenue and \$6.24 million in expenses and is projected to operate at essentially break-even levels.

Finance Update

Lauren Blum, Board Treasurer, and Sean Berry, CFO, presented the monthly financial report through May 31, 2026, and the proposed budget for Fiscal Year 2027. Financial performance continues to trend more favorably than previously projected. Through May, the School reported approximately \$5.7 million in revenue and \$5.9 million in expenses, resulting in an operating deficit of approximately \$189,000. The Board voted unanimously to approve the Fiscal Year 2027 budget as presented.

The Board reviewed the proposed lease and management services agreements and noted that annual escalation provisions will remain unchanged from the prior year. Formal approval of both agreements will be presented at the July 2026 Board meeting.

Head of School Search Update and Candidate Interview

Jeff Katzin, Board President, provided an update on the Head of School search process. He reviewed the multi-stage selection process, which included candidate screening, leadership interviews, and search committee interviews, and presented Tiffany McAfee as the finalist recommended by the Search Committee.

The Board entered Executive Session to meet with the finalist for the Head of School position. The Board held a conversation with Tiffany McAfee, focused on her experience in academics and School leadership.

Following discussion, the Board exited Executive Session and returned to open session and voted unanimously to appoint Ms. McAfee as Head of School of Broome Street Academy

The meeting adjourned at 6:30 PM.