Broome Street Academy Charter High School

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

Date: Tuesday, September 22, 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, Lynn Schnurnberger, and David Zurndorfer.

Also present: Jill Glassbrook (*Chief Accountability Officer*), Kelsey Louie (*Chief Executive Officer*), Tiffany McAfee *(Head of School),* Larissa Santiago *(Minutes).*

The meeting was called to order at 5:31 PM.

Approval of the Minutes

The Board voted unanimously to approve the minutes of the August 18, 2026 Board meeting.

Chief Accountability Officer Report

Jill Glassbrook, *Chief Accountability Officer*, presented highlights from the School's submitted Accountability Plan Progress Report (APPR). BSA met four of the six conditional academic goals under its SUNY renewal framework, meeting the benchmark required to remain eligible for renewal. The School did not meet the credit accumulation growth or the five-year graduation rate measure.

Ms. Glassbrook also reviewed results under the broader APPR measures. The School met two of six high school English Language Arts (ELA) measures, both comparative measures; one of six Mathematics measures, which was comparative; and two of four Social Studies measures, both comparative.

STAR Renaissance assessments will be administered at the beginning, middle, and end of the school year to establish student skill baselines and measure growth. Interim assessments will help predict Regents readiness and inform instructional interventions.

Ms. Glassbrook reviewed college and career readiness measures, reporting that 14 students successfully completed Work Learn Grow and earned college credit. She also noted that 94 students participated in the Summer Youth Employment Program (SYEP), which was highlighted in the APPR narrative.

Ms. Glassbrook reported that 226 students were recorded in the School's student information system, of whom 193 students had physically attended school.

Enrollment Update

Ms. Glassbrook reported that recruitment efforts remain active. Three students had completed registration and were awaiting attendance to finalize enrollment; 65 had accepted seats and begun registration; and 94 additional students had been offered seats.

School Safety Update

Ms. Glassbrook provided an update on school safety and BSA's ongoing partnership with the local NYPD precinct. She reported that the precinct has observed increased gang-related activity involving high-school-aged youth in the surrounding community.

Ms. Glassbrook reported that a physical altercation involving multiple students occurred on September 11. In response to information suggesting a potential safety threat, the School implemented established safety protocols, including a building-wide lockdown and searches of student belongings and lockers. No weapon or other credible threat was identified, and no student sustained serious physical injuries.

Ms. Glassbrook discussed opportunities to strengthen coordination and emergency response procedures between BSA and The Door, as well as the importance of early intervention when indicators of escalating student concerns arise.

Tiffany McAfee, *Head of School*, reported on restorative interventions, including family engagement, counseling, and community-based violence-prevention partnerships. Ms. Glassbrook reaffirmed the School's commitment to students' academic progress and a safe, violence-free learning environment.

Head of School Report

Ms. McAfee provided an update on student engagement and school culture. Planned activities include Spirit Week and other student-selected events intended to build community and encourage attendance. She also reported increased participation by Door staff during lunch and other school activities, and more intentional connections between students and available programs and services.

Ms. Glassbrook reported the relaunch of Class Cash and the BSA Bodega, updates to college and career programming, and participation by approximately 94 students in a recent alumni panel.

Development Update

Cathy Aquila, *Development Committee Chair,* provided an update on The Door and BSA's upcoming benefit, reporting approximately $800,000 in commitments to date. She encouraged Board members to support fundraising outreach and identify potential auction items.

Ms. Aquila reminded Board members of the upcoming Fall Reception and Open House. She reported that the organization's comprehensive campaign has entered its silent phase and has secured three gifts of $1 million or more. The Board also discussed opportunities to strengthen relationships with City government and other public partners.

Board retreat

Jeff Katzin, *Board President*, proposed holding a Board retreat before the year-end holidays to allow dedicated time for strategic discussion. Kelsey Louie, *Chief Executive Officer*, noted that the turnaround plan will remain the BSA's strategic foundation and that the retreat could address governance structures and practices needed for implementation and long-term sustainability. Scheduling options will be shared with Board members.

Audit Update

Stephanie Durden Barfield, *Audit Committee Chair*, reported that the annual financial audit remains on schedule, with no issues identified that would delay completion before the October Board meeting.

The meeting adjourned at 6:31 PM, followed by an Executive Session.