

## **MINUTES: Board Meeting on October 15, 2020**

**The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held virtually on October 15, 2020 via Zoom.**

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Joanne Carris, Hayden Chan, Bruce Greenwald, Krista Hammond, Paul Libretta, Jane Ehrenberg Rosen, Nicole Schmidt, Larry Slous

Absent: Sydney Blair, Mark A. Samuel, Suellen Scull

Guests: Bethany Goldszer, Director of Development and Community Partnerships; Candice Manzano, Director of Operations; Anastasiya Rosenbaum, Director of Finance

Jane called the meeting to order at 4:35pm. The minutes of the virtual September meeting were approved as amended.

### Head of School Report (attached)

Denise reported that there are 444 scholars enrolled. Twenty-two Kindergarten students came to the school this week and 26 attended remotely. Teachers set up the rooms so that scholars sit at individual desks with protector around them, see-through in front. They are not sharing any classroom materials. There are two teachers in two classrooms, with one teaching the same lesson remotely and simultaneously to the scholars at home. The third classroom is entirely remote, teacher and scholars. Students are in school from 9am - 2pm, except on Wednesdays. First graders will arrive next week and each grade thereafter after two weeks. The data points used to determine the continuation of the scaffolding approach are how many interruptions there are, what is happening in the community, what are the parents doing, and staffing. If infections, child or parent, occur in a pod, that pod moves to remote until further notice. The whole school closes if two people in separate pods are infected.

### Development Committee

Bethany reported on the work that is being done in terms of Development (summary attached). The Walton Family Foundation awarded a grant for \$325 K for middle school start-up. Five other grants are pending, one not awarded, and three have upcoming submissions. Two individual donations totaling about \$1500 were made. Denise is sending a monthly message to donors. The annual campaign will be held from November 1 to December 31, with the theme of Teacher Heroes, their stories and images. A landing site for giving will be launched between October 22 and November 1, and Board and teacher outreach and a Thank-a-thon hosted by Bethany will take place from November 1-25, followed by weekly campaign to share stories until the end of the calendar year. The Board toolkit includes an annual appeal letter, the website where donors will read teacher stories, and all donors will receive a small gift. The fundraising goal is \$60K with more emphasis on the number of people contributing than the size of the contribution.

### Academic Committee

Denise reported that the Corrective Action Plan in response to the NYSED Notice of Deficiency falls under Governance. She has shared the issues related to students of disability with Paolo Giovine. The Special Education coordinator will let Paolo know the number of special education students. Denise is speaking with other schools, getting more data to decide how to proceed, and reaching out to early intervention agencies. Expanding to 12-1-1 has facility implications. It was suggested that we elevate the issue to the Board of Regents to let them know the challenges.

### Finance Committee

Anastasiya reported a September surplus of \$100,000: we generated more revenue than projected and had fewer expenses due to closure of building and unfilled positions. A projected year-end deficit will be about \$600,000. Four teachers resigned and two of these positions have been filled. A draft of the financial state was sent to the auditors and will be sent to board members. The Board unanimously authorized the Finance Committee to approve the final audit document which needs to be sent to the state by November 2. Anastasiya reported that the Bill Pay procedures for orders are being reviewed. For Procurement, it was decided to use ProcureFive which allows for unlimited users and five super-users. The consultant Fay Premer and At Work LLC will send a contract for helping us identify space requirement; the MS Facilities will review it.

### Governance Committee

Paul reported that school's lawyers are reviewing the handbooks with the Employee Handbook 95% complete. He is interviewing potential board members and asked about requirements of board meeting attendance. After meetings return to the school, members can attend some meetings virtually but not exclusively.

### Facilities Committee

The search for a MS building continues.

Denise would like to start a virtual adult tutoring support. Candice is working with UNIS about having students volunteer to help our scholars.

Jane wrote notes to all TBCSC staff members, including a \$100 Amazon gift certificate.

The meeting was adjourned at 6:02 pm.

Respectfully submitted,

Brigitte Bentele