MINUTES: Board Meeting on June 21, 2018

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on June 21, 2018 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Joanne Carris, Bruce Greenwald, Jane Ehrenberg Rosen, Suellyn Scull, Larry Slous
Guests: Sara Hess, Special Education Coordinator; Jo Kim, Financial Director; Valerie Kokelaar, Director of Curriculum and Instruction - English/Language Arts; Candice Manzano, Director of Operations and Development; Kristen Silfies, Director of Curriculum & Instruction – Math

Jane Ehrenberg Rosen called the meeting to order at 4:34pm. The minutes of the May 17, 2018, meeting were approved.

Governance (Suellyn Scull)
The Board made comments and suggestions to Benchmark 8 prepared by Jamal L.Young of Benjamin & Young, LLC and reviewed by the Governance Committee. For Benchmark 9 there is concern about the school's ability to meet the percentages of Special Education, Children of Poverty, and English Language Learners that the charter committee would like. Since the last charter, the school has adopted a new lottery policy, but the ICT program that we offer will not allow for more than 13% of the student body to fit into the category of Special Education. Sara Hess explained the process by which students receive an IEP and expressed frustration that the Committee on Special Education (CSE) is understaffed and has not yet processed 75 evaluations that were sent to them during the school year. In writing the report for Benchmark 9 about enrollment, Denise will be forthcoming about what the school is doing to meet the requirements and how the supports that we offer help students to overcome the classification of Special Education.

After School Program Debrief (Candice Manzano)
Candice distributed a summary about the After School program (attached). 29/92 parents responded to a survey. A lottery was used to determine who would be invited to participate. The majority of the students were in the 4th and 5th grades, with priority given to siblings. It was suggested that in the future priority be given to those who had not been able to participate.

Academic (Brigitte Bentele)
The NYSED Assessment results have not been sent and the scores for the end-of-year tests are still being processed. The State posted the released test questions.

Finance (Bruce Greenwald)
Jo Kim distributed the Financial Report (attached) and predicts an end-of-year surplus of $250,000. She also distributed the budget for the renewal of the school's commercial insurance with Austin & Co, Inc (attached). The Board approved the insurance with unanimous consent. Bruce reported that the Finance Committee authorized the roll-over of investments as they became due.

Governance (Suellyn Scull)
Two potential candidates for Board membership have visited the school and met with Denise and Jane. They are invited to come to the board meeting on July 19 for an interview with the Board. Due to the extensive amount of work that Denise has done for the renewal application, Suellyn has postponed her annual review and hopes to accomplish the task by the end of July. She also reported that we are on task for the renewal application and working towards a completion date for end of July. Thanks to Denise and Jane who have worked tirelessly with Jamal on this important project.

The meeting was adjourned at 6:13 pm.

Respectfully submitted,

Brigitte Bentele

Brigitte Bentele

MINUTES: Board Meeting on June 21, 2018
ANNUAL MEETING

The Annual Meeting of the Board of Trustees of The Bronx Charter School for Children was held on June 21, 2018, at The Bronx Charter School for Children, 388 Willis Avenue, Bronx, NY

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Joanne Carris, Bruce Greenwald, Jane Ehrenberg Rosen, Larry Slous

Absent: Suellyn Scull

Jane Ehrenberg Rosen called the meeting to order at 6:14. (Meeting agenda attached).
The minutes of the Annual Meeting of 2017 were approved as written.

The following Elections/Approval of Trustees and Officers and Committees were approved.

- Election of Trustees:
  Brigitte Bentele for a three year term
  Joanne Carris for a three-year term

- Non-election/Approval of Trustees:
  Jane Ehrenberg Rosen for the second year of a three-year term
  Suellyn Scull for the third year of a three-year term
  Larry Slous for the third year of a three-year term
  Bruce Greenwald for the third year of a three-year term

- Election of Officers:
  President—Jane Ehrenberg Rosen
  Vice President—Larry Slous
  Secretary—Brigitte Bentele
  Treasurer—Bruce Greenwald

- Approval of Standing Committees (* = Chair)
  Academic: *Bentele, Carris, Rosen, Scull; Alexander
  Development: Carris, Rosen; Manzano
  Executive: Bentele, Greenwald, *Rosen, Slous
  Facilities: Greenwald, Rosen, *Slous; Manzano
  Finance: *Greenwald, Slous; Kim
  Governance: Rosen, *Scull

The meeting was adjourned at 6:17.

Respectfully submitted,

Brigitte Bentele

MINUTES: Board Meeting on July 19, 2018

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on July 19, 2018 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Joanne Carris, Bruce Greenwald, Jane Ehrenberg Rosen, Suellyn Scull, Larry Slous (on Skype)
Guests: Nicole Schmidt, Sydney Blair

Jane Ehrenberg Rosen called the meeting to order at 4:05pm. The minutes of the June 21, 2018, meeting were approved as emended.

Governance (Suellyn Scull)
Suellyn introduced Nicole Schmidt and Sydney Blair and the Board interviewed them separately about their interest in board membership.
The Bronx Charter School for Children Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Sydney Blair as a final candidate to its Board of Trustees, with a term expiring on June 30, 2019, pending approval by SED. The resolution is formally adopted upon SED's approval.
The Bronx Charter School for Children Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Nicole Schmidt as a final candidate to its Board of Trustees, with a term expiring on June 30, 2019, pending approval by SED. The resolution is formally adopted upon SED's approval.

On July 10, the Board of Trustees was notified about a potential change in by-laws, Article III. B. Number of Trustees, to read: "The number of Trustees of the Corporation shall be not fewer than five (5) and shall not exceed fifteen (15). The Board shall fix the exact number of Trustees, within these limits, by Board resolution or amendment of these Bylaws." The Board unanimously approved this change.
TBCSC has enacted a Paid Family Leave Policy and our lawyer needs to confirm that what we are doing is consistent with state requirements. The PFL will be included in the Employee Handbook. TBCSC follows the Freedom of Information Law (FOIL) policy and does not need to include it in the Family Handbook.

Finance (Bruce Greenwald)
Nothing to report.

Charter Renewal (Suellyn Scull)
The Board discussed the Benchmarks 4, 5, 6, 8, 9, 10. With regard to B5, it was decided that there would be no change in the title of "Assistant to the Head," but that the reassignment of the role of the Assistant to the Head to others would be explained during the visit of the state. For B9 about Enrollment, Recruitment and Retention, a letter entitled "Increasing Special Education Enrollment" (attached) would be sent as a follow-up to a conversation with David Frank, Executive Director of the Charter School Office of the NYSED. The materials that will be sent

to the NYSED include a Table of Contents, a cover letter, and the Benchmark documentation and are limited to 45 pages. Plans are to send them by next week. Attachments include the By-laws and the Grievance, Enrollment, and Discipline Policies.
For Denise's evaluation, Suellyn asked Denise to write a self-evaluation of the goals that she gave in last year's evaluation and will complete the formal evaluation after renewal.

Middle School Update (Denise Alexander)
In terms of facilities, there is probably space available. Denise has been working with Kristen Silfies on academic, organizational, and structural issues and has been getting information from schools that have gone through the process of expansion. Data about our students would help to make a case for the expansion of TBCSC to include a Middle School. Denise is doing some active recruiting for a Middle School Expansion Project Manager (invitation to apply attached).

The meeting was adjourned at 6:19 pm.

Respectfully submitted,

Brigitte Bentele

Brigitte Bentele

MINUTES: Board Meeting on September 13, 2018

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on September 13, 2018 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Sydney Blair, Joanne Carris, Bruce Greenwald, Jane Ehrenberg Rosen, Suellyn Scull,
Absent: Nicole Schmidt, Larry Slous
Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Financial Director; Kristen Silfies, Interim Assistant Principal; Jamal L. Young, partner at Benjamin & Young, LLC

Jane Ehrenberg Rosen called the meeting to order at 4:53pm. The minutes of the July 19, 2018, meeting were approved as emended.

Academic (Brigitte Bentele)
The Academic Committee reviewed the embargoed test results, which show a growth in proficiency since last year of 19% in ELA (43 to 62%) and 5% in Math (45% to 50%).

Regents Renewal Process Overview
Jamal L. Young used a power point presentation to help the Board prepare for charter renewal. Renewal Application (Benchmarks 2-10) were submitted to the NYSED; Academic Performance Data (Benchmark 1) is due by October 23 when there is an open hearing; the renewal visit is scheduled for November 7-8; NYSED makes recommendation to the Board of Regents for renewal. The standards for renewal are academic success, viable and fiscally sound organization, faithfulness to the charter and adherence to applicable laws and regulations. NYSED will send questions for clarification. Academic success is revealed in Benchmark 1; organizational viability is measured by student/staff retention, enrollment demand, parent satisfaction, and school policies; fiscal soundness by fiscal policies, financial condition and reporting. Plans for the future include educational, governance, fiscal, and facility plans. Day 1 of the renewal site visit includes an introductory meeting and overview of the day, focus groups (parent, school leadership, teacher, specialist, Board of Trustees, though not all may be called for), and classroom observations. Jamal suggested that we get biographies of the visitors and that there be clarity about who is in each focus group, including deciding on who should speak while others listen. He also advised that a special education teacher be included in the teacher group if no special education focus group is meeting. Day 2 of the site visit includes follow-up interview with Denise, if necessary, parent focus group, classroom observations, follow-up of finance and operations, if necessary, and debrief. In setting the tone, Jamal encourages us to be authentic, prepared, and consistent. The Board of Trustees meets with NYSED for about an hour to determine its capacity to oversee its contract with the NYS Board of Regents. The topics are likely to be composition, implementation of mission, oversight, evaluation of leader and self-evaluation, strategic planning, community engagement and parental involvement. During this meeting we are encouraged to embed our core values in the conversations and take notes on anything that may need follow-up. In particular, we should be able to answer the question: why should BCSC be granted a 5-year renewal. After the site visit NYSED prepares a Renewal Recommendation Report and sends it to the school for comments and factual recommendations.

A final report is then sent to the Board of Regents and action by the Board of Regents is expected to be in May or June 2019.

Finance (Bruce Greenwald)
Jo Kim distributed the Financial Report (attached). As of September 17, the school is fully staffed with 60 positions. There are 419 students enrolled, with a Kindergarten class smaller than expected. The auditors were at BCSC during two weeks for two days each. The draft of the 2018 annual audited financial statements is expected by the end of September. The Parental Family Leave policy (attached) was approved unanimously by the Board and will be included in the Employee handbook.

Governance (Suellyn Scull)
For Denise's evaluation, Suellyn plans to circulate a draft by October 1, to be approved by the next board meeting. She suggested that the timing of her evaluation by adjusted in the future. Suellyn reported that the areas of growth that Jenny Gelber saw in her work with the Senior Leadership Team are: deeper understanding of roles and their interdependence, improved communication, greater trust which needs to continue to be fostered, and team members working across areas. Suellyn recommended that Denise continue to work with Jenny as a coach, for which a contract is needed.

Development (Suellyn Scull)
Suellyn will head this committee for a year and work with Nicole Schmidt. A job description for a Director of Development is being edited, with clear responsibilities defined. It was suggested that we contract grant writing as an interim approach.

Head of School (Denise Alexander)
Denise reported that she reviewed three platforms for a new website and decided on one of them. Who would keep it current? Denise expressed frustration with Committee on Special Education (CSE1) for not processing the evaluations that were sent to them and not initiating the process; there are a large number of students who are out of compliance. Her attempts at communication with the director of CSE1 have failed. The board suggested that she speak with Jamal and continue to try to follow up with the director.

Facilities (Larry Slous)
Nothing to report

Jane announced that Bridget Murphy will be on the Advisory Commission for Charter Schools. Jane also showed us a blueprint of a possible playground on the roof that a student, Edgard, created as part of the 3rd grade Artworks project. Denise was interviewed for a program on BronxNet.
The meeting was adjourned at 7:08 pm.

Respectfully submitted,

Brigitte Bentele

Brigitte Bentele

MINUTES: Board Meeting on October 18, 2018

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on October 18, 2018 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Sydney Blair, Bruce Greenwald, Jane Ehrenberg Rosen, Nicole Schmidt, Suellyn Scull, Larry Slous
Present via Skype: Joanne Carris
Absent: Brigitte Bentele

Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Director of Finance; Kristen Silfies, Interim Assistant Principal; Candice Manzano, Director of Development

Jane Ehrenberg Rosen called the meeting to order at 4:33PM. The minutes of the September 13, 2018 meeting were approved as emended.

Academic Committee
Denise Alexander discussed Benchmark 1 of the Renewal Application. Several issues were noted:

- Our third grade scholars show good results, but our scholars drop after grade 3; we are not maintaining them in grades 4 and 5; mathematics is clearly a concern
- We need to focus on sub groups (special education and ESL students) - need to focus on differentiated curriculum and strategies for these students
- Mathematics curricula and instruction have become more conceptual; mathematics requires more reading by the scholars
- We first worked to build a solid mathematics program; it can take four to five years to implement and refine a program, now we must address the subgroups
- Mathematics content knowledge of teachers has grown, but we need to always look at what more we could be doing; we need to focus on retaining talented mathematics teachers

Finance Committee – Bruce Greenwald
Jo Kim presented the financials. At present we have 417 enrolled students (432 is total enrollment). Kindergarten enrollment is down. Denise noted that we are focused on adding students as we can.

The Board discussed briefly the special education enrollment and funding for special education students. Our Special Education Coordinator is working to have the Committee on Special Education follow up on requests to process individual student referrals.

Jo Kim indicated the recommendation is to continue the present medical insurance plan with Oxford which expires December 1. The Board approved continuing the plan which will be basically the same; it will amount to about a 5% increase.

The audit has been completed. Our auditors are pleased with our financial controls, and

no matters have raised to a level of concern. The Board approved the audit.

Governance Committee – Suellyn Scull
The Board discussed briefly the SED Renewal Visit (November 7 and 8) and especially the Board Interview which will likely take place in the late afternoon on November 8. A folder of materials was distributed for Board members to review in advance of the Interview. Jane distributed a revised list of Board members that includes committee assignments.

The Board discussed briefly a simple process the Governance Committee is working on to review policies annually.

Development Committee – Suellyn Scull
Suellyn Scull will head the Development Committee and noted that a job description has been created for the Director of Development position. She will send this to Board members soon.

Facilities Committee – Larry Slous
Denise noted that the fire department citation has been addressed, and we are awaiting a form noting this that will be sent to SED.

Strategic Planning – Bruce Greenwald
Bruce Greenwald has been in conversation with Jamal Young with respect to completing a market study for us that would be a first step in considering middle school expansion. We have allocated $100,000 in the budget to Middle School Expansion study; Jamal's fee for this study is $8,120. After this study is completed, we will likely hire someone to serve as Middle School Expansion Project Leader. Bruce has talked with Jamal about his doing this phase also. The Board conversation evolved into other issues about possible expansion:

- Is the market becoming too crowded?
- What else do we need to go forward?
- Facility questions?
- Parents' commitment? Acquiring a commitment for sixth grade if we do not have a firm decision on facility? Or do not have another factor confirmed?

At the Board Retreat in May 2018, we set a deadline date of September 2019 to make a decision on the Middle School Expansion Project.

The meeting was adjourned at 5:58PM.

Respectfully submitted,

Jane Ehrenberg Rosen, Acting Secretary.

MINUTES: Board Meeting on November 15, 2018

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on November 15, 2018 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Jane Ehrenberg Rosen, Suellyn Scull
Absent: Brigitte Bentele, Bruce Greenwald
Via Telephone: Sydney Blair, Joanne Carris, Nicole Schmidt, Larry Slous

Jane Ehrenberg Rosen called the meeting to order at 4:33pm. The minutes of the October 18, 2018 meeting were approved as written.

Academic Committee
Denise Alexander spoke to several issues in her Head of School report including Cumulative Testing and Enrollment. She asked that other questions or issues be sent to her via email.

Finance Committee.
Denise indicated that there are no areas of concern in this month's financial report - a copy of the report will be sent to all Board members.

Governance Committee
Denise summarized the SED visit on the 7 and 8 of November. The reviewers asked questions about the Renewal application, and wanted to know how the school had worked to make substantial gains. They visited classes and spoke with the Leadership Team, a group of teachers, the Student and Family Support Team and the Board. They did not look at any of the binders with prepared materials that they had requested prior to the visit. They indicated at the end of their visit that everything seems fine. We will receive a report of this visit, but it may be some time before the report is completed.

Development Committee
Suellyn Scull discussed the position of Development Director and her work to begin to find the right person for this job. She recently met with Jessica Miranda and Bruno Marchan to get their help in finding community members who might be possible Board members. She will also consult with the Director of Development at Trinity School, a former colleague of hers, about sources/ways for finding a development professional.

Jane Ehrenberg Rosen noted that Candice Manzano has sent each Board member a draft of an Annual Appeal letter, and asked that we respond to Candice.

Denise noted that the chocolate sale is over and is likely to yield about $5,000. Parents like this sale as they feel it is an opportunity for them to contribute to the school financially,

Facilities Committee

Larry Slous noted that recently a repair was necessary, but Candice has taken care of it. The Fire Department certification was received and passed to Paolo Giovine when he was at the school for the SED visit.

Middle School Expansion

Denise and Jane talked about middle school expansion in Bruce's absence. Jamal Young is working on a Market Study. He has submitted a second Proposal, this one for his team to prepare an application and outline a timetable and assignments for developing a Middle School.

Denise noted that at the SED visit we were given further encouragement to expand. The details of this will be discussed in Executive Session.

The meeting was adjourned at 5:40PM.

Respectfully submitted,

Jane Ehrenberg Rosen, Acting Secretary

MINUTES: Board Meeting on December 13, 2018

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on December 13, 2018 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Sydney Blair, Bruce Greenwald, Jane Ehrenberg Rosen, Suellyn Scull,
By Phone: Joanne Carris, Nicole Schmidt, Larry Slous
Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Financial Director; Candice Manzano, Director of Operations and Development; Kristen Silfies, Interim Assistant Principal

Jane Ehrenberg Rosen called the meeting to order at 4:33pm. The minutes of the November 15, 2018 meeting were approved as emended.

Head of School Report
In answer to questions related to the Head of School Report (attached), Denise reported that only 8 families of 5th grade students haven't yet initiated the Middle School application process.

Academic Committee
The Cumulative Assessment II was given during the week of December 10; data will be analyzed this week. The Academic Committee will meet in January.

Finance Committee
Jo Kim reported that there are no changes since last month's report. Enrollment of Special Ed students has increased by 3, and is now close to the 31 students that were budgeted. There are 417 students enrolled.

Development Committee
Candice Manzano reported that $7021 has been raised in the annual appeal. Board members are encouraged to donate and to give Candice a list of possible donors to whom a letter would be sent. The income to date from the Chocolate Drive is $4881.

Governance Committee
Suellyn and Jane met with an interested board member from the community and have invited her to come to the January board meeting. They also reached out to another potential board member and will follow up with him in January.

Facilities Committee
Candice expressed frustration with getting a response from Oren with regard to a window that needs fixing.

Strategic Planning
The following portion of the meeting was devoted to reviewing the school's plans to expand TBCSC to include middle school (grades 6-8) over a three year period beginning with the 20-21 school year. Denise handed out an overview of the proposed TBCSC Middle School model and led us through the document (attached). She and Jamal L. Young, partner at Benjamin & Young,

LLC, are preparing a red-line version to the 2016 Charter contract, (required when a material change to the existing charter is requested), indicating the changes to the charter that would allow expansion for Middle School. The mission and the key design elements of TBCSC would remain the same. The goal of the academic program would be for 8th grade students to be prepared to take the Regents in Science, Math, and Language as well as entrance exams for specialized high schools. The way the curriculum is developed would be the same in the core subjects as it is currently. Block schedule would be a change requiring staff training. Enrichment programs would expand to include travel, technology, and intermural or intermural athletics. Advisory would meet every day and be an important part of students' MS experience. Denise is pursuing a partnership with NYU for training and hiring new teachers.

Jamal Young then joined us on a conference call and summarized the Draft Middle School Market Study that he prepared for TBCSC (attached). The take-away is that the Bronx is poised for development of both market rate and affordable housing and there is an explosion of Middle Schools, with some MS underperforming. Jamal concluded that more than sufficient demand exists for the contemplated TBCSC Middle School model to meet the current and projected needs of the community. This conclusion is supported by a number of factors including: while 82% of students in the city like their middle school, in the Bronx the number is considerably smaller; the Family Support Team that is central to the work of our school is critically important to the success of our program and very highly valued by the TBCSC parents and is not being replicated by other middle schools in our district. Jamal was to finalize his report, including his recommendation.

Jo Kim handed out a budget for expansion (attached), based on the assumptions that the school would not be co-locating and that the increase of the number of students would be as proposed. The budget is conservative, but the expenditures cannot be sustained over the long term without a more significant commitment to development efforts.

After robust discussion, careful consideration of the challenges, and the edits to the draft Board Resolution for Middle School Expansion (copied below) that was sent to the Board, the Board voted unanimously to approve the resolution.

The Board ratified contracts with Benjamin and Young for assistance with both the Middle School material change request and an application for a new charter to replicate the existing TBCSC. The Board also waived any requirement, given the critical timing of the work and the school's prior experience with Benjamin and Young, that multiple bids for the consulting engagement be sought.

A special meeting is planned for Monday, January 7, to review the Replication application before the deadline for submission on January 9.

The meeting was adjourned at 6:58 pm.

Respectfully submitted,

Brigitte Bentele

Brigitte Bentele

BOARD RESOLUTION FOR MIDDLE SCHOOL EXPANSION
The Bronx Charter School for Children
December 2018

WHEREAS, The Bronx Charter School for Children has as our mission, "to empower our children to achieve their greatest potential both as students and as members of their communities;" and

WHEREAS, the core values of The Bronx Charter School for Children are:

> **Fostering Academic Excellence** by supporting skilled and dedicated teachers who maintain high academic standards, motivate our students and collaborate with our families; and
>
> **Nurturing the Whole Child** by creating engaged learners, encouraging honesty and guiding social and emotional development; and
>
> **Ensuring a Safe Environment** by promoting mutual respect in our diverse community of students, teachers and families; and
>
> **Developing Critical Thinkers** by encouraging intellectual curiosity and rewarding independent and creative problem solvers; and
>
> **Building Partnership** by welcoming our families, staff, and members of the wider community to participate in and celebrate the successes of our students; and

WHEREAS, students enrolled at TBCSC outperform their peers in CSD 7 and demonstrate academic proficiency in ELA and math; and

WHEREAS, the 15th Congressional District remains among the poorest in the nation; and our students and families face and overcome tremendous challenges that may hinder or interrupt their schooling;

WHEREAS, improved educational opportunities provide students with the best means for improving their life chances and outcomes,

WHEREAS, our School has the capacity and the opportunity to increase our educational and social impact within Community School District 7 and throughout the South Bronx;

THEREFORE, be it resolved that the Board of Trustees of The Bronx Charter School for Children approve the revision of the charter to expand our school to include grades 6 through 8, adding one grade level of 75 students per year, beginning in August 2020.

MINUTES: Board Meeting on January 17, 2019

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on January 17, 2019 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Sydney Blair, Joanne Carris, Jane Ehrenberg Rosen, Nicole Schmidt (via phone), Suellyn Scull,
Absent: Bruce Greenwald, Larry Slous
Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Financial Director; Kristen Silfies, Interim Assistant Principal

Jane Ehrenberg Rosen called the meeting to order at 4:37pm.

Charter Agreement
Jane will sign the charter agreement which has a few changes: dissolution plan requires $100,000 to be on hand; more uncertified teachers are allowed. The expansion request will likely be folded into the charter approval, which is likely to come in April.

Academic (Brigitte Bentele)
The Academic Committee reviewed the data of the two cumulative tests which showed similar levels to last year. The mathematics data in the HOS report is corrected and sent out (attached).

Finance (Bruce Greenwald)
Jo Kim distributed the Financial Report (attached). The deficit is expected to be less than currently. There are 417 students enrolled and 58 staff, with no active search for further hiring. More interest is earned due to aggressive investment. The Monell Foundation, a connection established by Eleanor Sypher, renewed its grant for $50,000.

Governance (Suellyn Scull)
Suellyn continues to pursue new potential board members, with a candidate expected.

Development (Suellyn Scull)
The annual appeal, currently at $29,000, will remain open until the end of the fiscal year. Jane will send an appeal to staff by email. Suellyn met a development consultant who would come up with a plan for what is needed and send us a proposal to lead a search for a full-time development person.

Facilities (Larry Slous)
Bruce is working with Lee Allen on a contract for services. More clarification is needed.

Strategic Planning (Denise Alexander)
The Board authorized Jane, Bruce, and Denise to confer with Jamal L. Young about his fee for preparing board members for the interview with NYSED regarding replication. Jane thanked the members for doing good work in working together on expansion and replication efforts. There will be a public hearing about Middle School expansion, yet to be announced. Jane asked board members to let her know of interest on being on an ad hoc committee focusing on expansion. In

order for MS to open in September 2020, the portal for student application would need to be open by October 2019. It was noted that we first need to apply for space through the DOE (and for that request to be rejected) in order to qualify for a rent subsidy from the DOE. Thank you to Denise and the Senior Leadership Team for the work that they did on the application for expansion. A public hearing for replication will occur sometime following 45 days since submission of the application. In the meantime, board members will need to be fingerprinted and will be informed about the time and place.

The meeting was adjourned at 5:26 pm.

Respectfully submitted,

Brigitte Bentele

Brigitte Bentele

MINUTES: Board Meeting on February 28, 2019

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on February 28, 2019 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Joanne Carris (via phone), Bruce Greenwald, Nicole Schmidt (via phone), Suellyn Scull, Larry Slous (presiding)
Absent: Sydney Blair, Jane Ehrenberg Rosen
Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Financial Director; Candice Manzano, Director of Operations and Development; Kristen Silfies, Interim Assistant Principal

Larry Slous called the meeting to order at 4:36pm. The minutes of the January meeting were approved as amended.

Governance (Suellyn Scull)
Suellyn introduced Ms. Cruz Fuksman and we interviewed her about her interest in becoming a board member. Cruz, who works as a Community Liaison at New York Psychotherapy and Counseling Center in the South Bronx, expressed her strong interest in promoting education and already has a been in partnership with BCSC through an art program. She works closely with our Family Support Team.
The Bronx Charter School for Children Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted unanimously to select Ms. Cruz Fuksman as a final candidate to its Board of Trustees, with a term expiring on ?, 2019, pending approval by SED. The resolution is formally adopted upon SED's approval.

Development (Suellyn Scull)
Suellyn introduced Shirley Jenks, President of The Development Consulting Group (TDCG), and Hui Won Choi, development consultant of Ampersand Fundraising. They have extensive experience in education at all levels, but not yet with any charter schools. They discussed and answered questions about their development proposal (attached), which consists of three phases: I – assessment, strategy, and planning; II – interim consulting to establish and implement initial fundraising program; III – conduct a search for the development position. Comments made: there is a competitive charter school market; going through an assessment process may be appealing to candidates for development director; potential money may come primarily from foundations and government grants; we need to open board membership to others; donor circles could engage in special events, such as with Bette Midler; Board needs to be engaged in development by going to ask for donations; communication with donors needs to occur other than asking for money. The price within the proposal is based on time. They will have a better sense of what is realistic for BCSC after the assessment phase.
After the presenters left, the Board expressed positive reactions to the consultants and their proposal, but had some concerns about the cost of the proposal, suggesting that some of the cost of the first phase might be best applied to the next phase. It had consensus that we would ask the consultants to provide us with a contract to implement Phase I and that we would take stock of the other phases after completion of the assessment, strategy and planning phase.

Finance (Bruce Greenwald)
Jo Kim distributed the Financial Report (attached) and reported that nothing significant has changed since the last report. She distributed a new form (attached) that she would like to use in the future. It combines the financials of the BCSC I and II, if replication is approved, as well as those of the Middle School. Jo also reported that the auditors who submit the 990 Income Tax form have filed for a second extension until May 15. Next year's budget will be prepared and submitted to the Finance Committee before the March board meeting.

Strategic Planning (Denise Alexander)
Denise updated the Board on Middle School expansion. She, Bruce and Larry met with Lee Allen who is reasonably optimistic about our ability to find a space for Middle School expansion. Oren Sendowski who owns the current building is less optimistic about finding a place at a comparable price since land prices have gone up and suggested that we consider building on the garden and using the roof as a garden. Denise and Bruce also listened to a webinar on how to apply to the city for colocation. Denise will meet with the director of the NYU teacher placement program. Jane and Denise will meet about pre-operation. The Middle School expansion public hearing was well attended and parents, and one student, spoke enthusiastically about it. Regarding replication, since SUNY meets the day before the Regents, it's possible that all charters will be approved for them. The charters that result from a school not having their charter renewed do not become available for other schools, but it is possible to take over an underperforming school.

The meeting was adjourned at 6:01 pm.

Respectfully submitted,

Brigitte Bentele

MINUTES: Board Meeting on March 21, 2019

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on March 21, 2019 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Sydney Blair, Joanne Carris, Bruce Greenwald, Jane Ehrenberg Rosen, Suellyn Scull,
Absent: Nicole Schmidt, Larry Slous
Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Financial Director; Candice Manzano, Director of Operations and Development; Kristen Silfies, Interim Assistant Principal

Jane called the meeting to order at 4:30pm. The minutes of the February meeting were approved as emended.

Governance Committee (Suellyn Scull)
Suellyn introduced Christopher M. Berger and we interviewed him about his interest in becoming a board member. Christopher who has experienced diverse educational experiences in the US and UK expressed a strong interest in promoting education and would like to be a part of a wonderful school.
The Bronx Charter School for Children Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted unanimously to select Christopher M. Berger as a final candidate to its Board of Trustees, with a term expiring on June 30, 2019, pending approval by SED. The resolution is formally adopted upon SED's approval.
In view of time commitments at work, Ms. Cruz Fuksman has reconsidered and decided not to become a member of the Board.
There is another potential new member who is considering board membership.
The April 18 board retreat will be held at Bruce's apartment. There will be no board meeting in April. The May board meeting will be held on May 23 and the annual meeting on June 20.
The lottery for student enrollment on April 9 requires the presence of the board member. Bruce will attend.

Academic Committee (Brigitte Bentele)
The Committee met on March 21 and reviewed the Mock III test scores. A summary of the scores was included in the Head of School report (attached) where concerns about the decline between Mock II and III in ELA were addressed. The Committee also began to discuss ways it can contribute to the development of the Middle School curriculum for which it has "oversight" responsibilities. The New Generation Learning Standards, available online, are different from the Common Core primarily in K and 1, where fundamental skills in reading show lower rigor and minor changes in math were made.

Finance Committee (Bruce Greenwald)
Jo Kim distributed the Financial Report (attached) and reported that nothing significant has changed since the last report. The first draft of the 2019-2020 budget has been submitted to the Finance Committee. Since there is no April board meeting, the Board voted to give the Executive

Committee of the Board the authority to approve the compensation part of the budget by phone, should it be necessary.

Facilities Committee
Nothing to report regarding the current location.

Development Committee (Suellyn Scull)
Shirley Jenks, President of The Development Consulting Group (TDCG), and Hui Won Choi, development consultant of Ampersand Fundraising, are engaged in the first phase of their development proposal (assessment, strategy, and planning). They are conducting interviews with board members and have weekly calls with Denise, Jane and Suellyn.

Middle School Planning (Denise Alexander)
Denise and Jane had a lengthy meeting about Middle School expansion. They distributed an organization chart, a pre-opening document that includes start and projected end dates and lead, and a Middle School planning document that includes Board responsibilities (all attached). Each item of the Middle School planning document was discussed. Issues raised were the responsibilities of the Executive Director, the need to review the budget, the recruitment of non-BCSC students, the importance of making connections with local politicians and religious groups, and grant proposals for which the school can apply. Bruce reported that Lee Allen presented the Board with five possible sites of which three are feasible. There would be more and a decision of whether to pursue these sites needs to be made. Denise and Bruce met with the NY Charter School office to investigate the process of co-location, which is not viable as a one-year alternative and not our first choice but is necessary in order to qualify for rental support. It was suggested that the facilities committee reach out to Shirley Jenks and Nicole Schmidt.

Strategic Planning (Denise Alexander)
The goal of the April retreat is to think about the organization beyond this charter term and to develop action plans for the Middle School. We are asked to think four or more years ahead to do backwards mapping. Denise will send out materials and readings before the meeting.

The meeting was adjourned at 6:24 pm.

Respectfully submitted,

Brigitte Bentele

Brigitte Bentele

MINUTES: Board Meeting on May 23, 2019

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on May 23, 2019 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Sydney Blair, Bruce Greenwald, Jane Ehrenberg Rosen, Nicole Schmidt, Suellyn Scull, Larry Slous
Absent: Joanne Carris
Guests: Lauren D'Angelo, Director of Assessment; Jo Kim, Financial Director; Candice Manzano, Director of Operations and Development; Kristen Silfies, Interim Assistant Principal

Jane called the meeting to order at 4:35pm. The minutes of the March meeting were approved.

Lauren D'Angelo reminded Board members of the June 7 Celebrate the Bronx event. She passed out an invitation poster and showed a video about a t-shirt contest that Bronx Native clothing store is sponsoring, with BX designed by our students.

Governance Committee
Shirley Jenks, President of The Development Consulting Group (TDCG), and Hui Won Choi, development consultant of Ampersand Fundraising, made a presentation of their fundraising and development assessment (attached). They reviewed past performance, leadership, and made recommendations in response to their key observations. There has been a decline in annual giving. They recommend asking twice a year. There needs to be more work done in getting foundation grants, with 50 prospects of which we might get 15-20. Nicole has a possible connection for a music fundraising event. Corporate support is likely tied to matching gifts, with the largest maybe in the Bronx. The Board needs to expand and everyone needs to be part of fundraising. Development committee needs to meet once a quarter. Communications need further work: marketing materials, newsletter, social media. We need to cultivate donors. Shirley and Hui Won hope to work with us through the fall with two additional phases, developing a roadmap for fundraising, looking at foundations who are supporting the Bronx, and hiring a development director. After Shirley and Hui Won left, the Board approved hiring them for Phases II and III, after clarification about timing and final review of their contract.

Finance Committee
Jo Kim distributed the monthly Financial Report (attached). She also distributed the budget for next year (attached) and reported that the per pupil rate increased for next year. The budget will be voted on at the next meeting.
A resolution for the 990 is needed for the June meeting.

Academic Committee
The Committee meets regularly to review the data that will inform academic planning for the Middle School grades. We begin by looking at the data of grade 8 standards required for various state tests and working backwards to grade 6.

Facilities Committee
There is a loose pipe in one of the rooms that needs repair.

Development Committee
Candice thanked the Board members for their support of the Yankee game.
Suellyn asked for some help in trying to reach her goal of 11 board members.

The meeting was adjourned at 5:48 pm.

Respectfully submitted,

Brigitte Bentele

MINUTES: Board Meeting on June 20, 2019

The monthly meeting of the Board of Trustees of The Bronx Charter School for Children was held on June 20, 2019 at 388 Willis Avenue, Bronx, NY 10454.

Present: Denise Alexander (Ex-Officio), Brigitte Bentele, Sydney Blair, Joanne Carris (via phone), Bruce Greenwald, Jane Ehrenberg Rosen, Suellyn Scull, Larry Slous
Absent: Nicole Schmidt
Guests: Jo Kim, Director of Finance; Candice Manzano, Director of Operations and Development

Jane called the meeting to order at 4:27pm. The minutes of the May meeting were approved as emended.

Finance Committee
Jo Kim distributed the monthly Financial Report (attached). She reported that as of May 31, there is a deficit of $150,000 and predicts that by year-end there will be a deficit between $50,000 and $100,000. There were no questions about the 2019-2020 budget that had been distributed at the May meeting. The Board unanimously approved it.

Academic Committee
The Senior Leadership Team is undergoing action planning around the key design elements of the curriculum. It is reviewed every year, with lead planners for the ELA and Math curricula at each grade. They are trying to adopt a new curriculum for Social Studies and Science. All evaluations of faculty are completed. Two-week Summer School is enrichment, with trips to Alley Pond Park, Randall's Island, Museums, Bronx Zoo, Brooklyn Aquarium. 25 students are enrolled. There was a Summer School Fair for parents to inform them of other programs, such as Dream RBI. Denise agreed to send the Board a list of other programs that are all day. It was suggested that we could fundraise specifically for Summer School.

Development Report
Jane signed the new contracts for Shirley Jenks, President of The Development Consulting Group (TDCG), and Hui Won Choi, development consultant of Ampersand Fundraising. Candice met with Eleanor Sypher and Denise. Eleanor will reach out to foundations. The annual fund closes on June 30 and is down from previous years. A letter announcing the Middle School will be signed by Jane and Denise and be sent to major donors. It also will be sent by email in English and Spanish to the school community and local organizations. Lauren D'Angelo and Denise are going to work on marketing materials that will include Middle School. It was also suggested that 4th graders write letters and that the BX t-shirt be sent to donors.

Governance Committee
Suellyn is overseeing the annual evaluations of policies. She reported on the recruitment of potential board members. She is beginning her evaluation of Denise.

Facilities Committee
Larry will follow up with Candice about a leak and the replacement of the water heater.

Middle School Planning

With regard to finding a facility, Denise and Bruce are exploring spaces. We submitted a request for information to Civic Builders, a non-profit organization that facilitates financing and construction of school sites. Denise will follow up with Vicki and David about federal CSP funds.

End-of-year dates:
Last day for students and graduation, June 26
Last day for teachers, June 27
School closed, June 28 – July 5
Denise's vacation, July 21-28

The meeting was adjourned at 5:52 pm.

Respectfully submitted,

Brigitte Bentele

7-17-19

AUSTIN & CO., INC.
Insurance Professionals

Insurance Comparison

For: Bronx Charter School for Children — Date Prepared: 06/19/19

	Coverage	Expiring 07/01/18 to 07/01/19 Limits	Expiring Premium	Renewal 07/01/19 to 07/01/20 Limits	Renewal Premium
1 Travelers	**Property – Choice Form**				
	Blanket Building and Business Personal Property (BPP) including Improvements & Betterments, Computer Hardware & Software	10,348,720	$17,244	10,348,720	$18,171
	Replacement Cost & Agreed Value				
	Earthquake & Flood	1,000,000		1,000,000	
	Property Deductible:	*5,000*		*5,000*	
	Earthquake Deductible:	*50,000*		*50,000*	
	Flood Deductible:	*25,000*		*25,000*	
	Equipment Breakdown	Included		Included	
	Business Income with Extra Expense	2,077,058		2,077,058	
	Includes Loss of Rents				
	No Coinsurance Provision				
	Automobile				
	Hired & Non-Owned Liability	1,000,000	$1,102	1,000,000	$781
	Hired Physical Damage - $500 deductible	ACV		ACV	
2 Travelers	**Excess Crime**				
	Employee Theft	500,000	$1,797	500,000	$1,797
	Retention:	5,000		5,000	
	ERISA	500,000		500,000	
	Computer Fraud	500,000		500,000	
	Retention:	5,000		5,000	
	Funds Transfer Fraud	500,000		500,000	
	Retention:	5,000		5,000	
	Cyber Risk Coverage				
	Network and Information Security	NONE		NONE	
	Regulatory Defense Expenses				
	Computer Program & Data Restoration Expenses	*Client Declined Coverage*			
	e-Commerce Extortion				
	Security Breach Remediation & Expenses				
	Retention:				
	Full Prior Acts				
	Total Aggregate Limit				
3 Great American	**Directors & Officers**				
	Including Educators Legal Liability	2,000,000	$12,168	2,000,000	$12,290
	Internet Liability	Included		Included	
	Workplace Violence	100,000 sublimit		100,000 sublimit	
	Employment Practices Liability	2,000,000		2,000,000	
	Third Party Liability	Included		Included	
	**Retention:*	*15,000*		*15,000*	
	Fiduciary Liability	1,000,000		1,000,000	
	**Retention:*	*1,000*		*1,000*	
	Defense Costs are Outside the Limits				
	**Applies to both Indemnity & Defense Costs*				

AUSTIN & CO., INC.
Insurance Professionals

Insurance Comparison

For: Bronx Charter School for Children — Date Prepared: 06/19/19

	Coverage	Expiring 07/01/18 to 07/01/19 Limits	Expiring Premium	Renewal 07/01/19 to 07/01/20 Limits	Renewal Premium
4 United Educators	**General Liability**				
	Any One Occurrence	1,000,000	$23,015	1,000,000	$22,995
	Annual Aggregate	3,000,000		3,000,000	
	Abuse & Molestation Coverage	Included		Included	
	Corporal Punishment	Included		Included	
	Broadened Incidental Medical Professional	N/A		Included	
	Employee Benefits Liability	Included		Included	
	Enrollment:	425		420	
	Umbrella Liability				
	Any One Occurrence	10,000,000	$6,965	10,000,000	$6,965
	Annual Aggregate	10,000,000		10,000,000	
	Abuse & Molestation Coverage	Included		Included	
	Corporal Punishment	Included		Included	
	Foreign Hostilities	5,000,000		5,000,000	
	Retention:	*10,000*		*10,000*	
	Excess Directors & Officers / ELL				
	Including Educators Legal Liability	10,000,000	$3,407	10,000,000	$3,407
	Employment Practices				
	Failure to Educate				
	Excess Fiduciary Liability				
	Annual Aggregate	3,000,000	$50	3,000,000	$50
	Dividend Pending Approval				
5 Philadelphia	**Student Accident**				
	Accident Medical Expense	50,000	$1,192	50,000	$1,201
	Accident Dental Expense	Included		Included	
	Deductible (Per Accident):	0		0	
	Type of Coverage	Full Excess		Full Excess	
6 Philadelphia	**Catastrophic Student Accident**				
	Accident Medical Expense	1,000,000	$300	2,000,000	$300
	Accident Dental Expense	Included		Included	
	Deductible:	50,000		50,000	
	Type of Coverage	Full Excess		Full Excess	
	Out of Country Medical Expense				
	Medical Accident or Illness	*No Coverage - Client Indicated no International Travel*			
	Medical Expense Benefit Type				
	Repatriation of Remains				
	Emergency Medical Evacuation				
	Accidental Death & Dismemberment				
	International Package				
	Commercial General Liability	*No Coverage - Client Indicated no International Travel*			
	Hired & Non Owned Auto Liability				
	Foreign Workers' Compensation and Employers Liability				
	Total Annual Estimated Premium		$67,240		$67,957