

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
for the
BEDFORD-STUYVESANT NEW BEGINNINGS
CHARTER SCHOOL**

Meeting of April 17, 2012

Members Present: Joseph Sciame; Patricia Bramwell; Victor Rivera Jr.; Cecelia Russo; Angel Charriez; Marlina Mondesir.

Members Absent: Mike Nieves; Kevin Nesbitt (Excused); Leticia Theodore-Green.

Also Present: Karen Jones (CAO); Joshua Morales (COO).

* * * * *

A quorum being present, the Meeting commenced at 6:03 pm.

Upon a motion duly made by Ms. Bramwell and seconded by Mr. Charriez, the minutes of the March 20, 2012 meeting were adopted by a vote of 6 - 0.

Mr. Morales reported to the Board on the School's operations. He advised that enrollment was down to 243 (which could result in having to refund certain money received based on an allocation set to 250 students) and that the School needed to work on strategies to retain applicants in the competitive environment, including over-enrolling each class by 1 or 2 students to account for attrition throughout the school year.

Mr. Morales advised that the School's application to expand into three sections per grade in K-2 had run into some problems. Initially, SED had advised that the application could be made in April, but the School was advised recently that the expansion application should have been received by January. Owing to the incorrect information initially provided, the School will be allowed to make the application, but Mr. Morales opined that, while he thought SED would act positively on the application, the expansion would be limited to a third section of KG in the first year, with additional sections to roll out in succeeding years.

R

Mr. Morales advised that intensive planning for the upcoming school year would begin with Ms. Jones and take place from May 1 through May 15, with implementation of agreed-upon policies commencing July 1.

Mr. Rivera inquired about the amendment to the charter to add three additional grades and was advised by Mr. Morales that such application should be made in September 2012.

Mr. Morales advised the Board about newly-announced SPED billing policies by the DOE that could result in a loss of SPED money to the School because of the policy of mainstreaming SPED students as much as possible. Mr. Morales advised that he was fighting with DOE about this policy and noted that the change in existing policy had been announced with no hearing or chance for input. Mr. Morales said that he was prepared to go straight to SED to receive allocated SPED funds and bypass DOE if necessary, a move that he warned the Board may create friction with DOE.

Mr. Morales noted that the School's tax return for 2010 had been prepared for review and delivered to Mr. Charriez for review and approval for filing. Copies were distributed to Board members for their own review with requests that they inform Mr. Charriez immediately if they had any questions or comments.

Mr. Morales reported that E-Rate had granted the School \$175,000 for infrastructure use. Mr. Morales advised that the money would be used to upgrade electrical and IT wiring throughout the School to prepare it for increased use of technology in up-coming years.

Ms. Jones reported on the School's academic status and advised that the School had commenced ELA testing.

Ms. Russo asked about implementation of the Social Studies curriculum to inform students about the community and Ms. Jones and Mr. Morales advised that the School was involved in a number of programs to visit, observe and help the community. Ms. Jones also advised about the use of materials to keep students informed about current events.

Ms. Jones advised the Board about her program to position the School for its transition to the new year and noted the need for increased parent involvement. Ms. Mondesir noted that the question of using Grade Parents needed to be revisited and the Board discussed the effectiveness of the PO. Mr. Morales noted that the School Parent Coordinator could be helpful in this regard. Mr. Rivera advised that all efforts to involve parents, including soliciting Grade Parents for the 2012/13 school year should be planned so as to roll out for recruitment efforts at the Parent Orientation and the first PO meeting, noting that parental interest would never be higher than on that date.

Mr. Charriez reported that he had a potential Board Member with roots in the community and an accounting background who might be a candidate for a position on the Board. Ms. Russo asked if the prospective Board Member could provide a resume for review and potentially be available for the next Board Meeting to meet the existing Board. Mr. Charriez advised that he would seek to obtain the resume and check on the candidate's availability.

Ms. Russo reported that she and Mr. Nesbitt had been involved in updating the assessment rubric for Ms. Jones and noted that the proposed new rubric would include an element of evaluation of Ms. Jones from the teachers. Mr. Morales asked if a 360° review would now be required of all employees and suggested that it would be a concern if it was not. The board was advised that survey data was available from the DOE visit last year and that the DOE had just completed its survey for this year. The Board debated whether or not to employ a 360° review process for this year and it was determined that evaluations for this year would continue using the same standards/rubrics as last year.

Ms. Mondesir noted that survey data from the DOE visit last year was available and could be combined with this year's data to provide some metrics for evaluation for next year. Mr. Rivera requested that the data be provided to Board members as soon as available.

Mr. Rivera confirmed the Board's understanding of the personnel evaluation process as follows:

- 1) Academic:
 - A) The Academic Leader evaluates all academic personnel.
 - B) The Education Committee evaluates the Academic Leader and reports to the Board.
 - C) The Board acts on the recommendation of the Education Committee with regard to the Academic Leader.
- 2) Operational:
 - A) The COO evaluates all non-academic personnel.
 - B) The Financial/Operations Committee evaluates the COO and reports to the Board.
 - C) The Board acts on the recommendation of the Financial/Operations Committee with regard to the COO.

Mr. Rivera and Mr. Charriez advised that they would work on an assessment rubric to use for the COO evaluation.

Upon a motion duly made by Mr. Charriez and seconded by Ms. Bramwell the Board unanimously authorized the submission of the 2010 tax return upon approval by the Treasurer.

Upon a request by Mr. Rivera, the Board discussed the promotion policy of the school. After discussion, the Board agreed that the School would use the same promotion policy standards as used last year.

Mr. Rivera and Ms. Russo agreed to review the School handbooks to determine how clear the promotional policy was spelled out therein and how best to revise the policy as set forth in the Handbooks to better reflect the School's standards and policies and to provide better guidance for parents. A report to the Board would be made at the next Board meeting.

The Board determined that the next Board meeting would be held on May 22, 2012 at 6:00 pm.

Upon a motion by Ms. Bramwell, seconded by Ms. Russo, the Board unanimously voted to recess the meeting at 8:14 p.m.

VR