

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
FOR THE  
BEDFORD STUYVESANT NEW BEGINNINGS CHARTER SCHOOL**

**SEPTEMBER 17, 2010**

**5:00-7:00PM**

**LIBRARY  
82 LEWIS AVENUE  
BROOKLYN, NY**

Attendance: Patricia Bramwell, Kevin Nesbitt, Leticia Theodore, Angel Charriez, Cecelia Russo, Joseph Sciame, Karen Jones –Academic Leader of school, Kishani - Director of Operations

Late: Josh Morales-COO

Absent: Michael Nieves

Excused: Tom Alwood, Victor Rivera

Meeting was called to order by Chairman at 5:09 PM.

August 20<sup>th</sup> Minutes, approved –Patricia Bramwell, seconded Leticia Theodore.

Chairman's Report - Update on School Opening, Sign Outside Building, Security Guard at entrance for all to sign in. Joe Sciame & Cecelia Russo were at the school on the first day, 9/13. They observed the greeting of the children and parents by AL and Staff; the arrival of the buses, monitored by DOO and COO; the procession to the inviting classrooms. They also spoke w/some teachers and students. It was a very positive experience.

Academic Leader's Report - \*Full week of instruction; staff tired but satisfied.

One teacher (3<sup>rd</sup> grade) was offered a better position and left. The Asst. Instructor has been great filling in. A replacement has been found who will start week of Oct 4<sup>th</sup>. She has 6 years experience and ELL Assessment experience.

\*A rep from DOE Food Services visited the school all ok.

\*Al & DOO met w/ teachers to give support. AL is concerned about 1 teacher and working w/ her.

\*After School Program will begin in October. FIT FOR LIFE GROUP-Yoga, karate.

\* Joe Sciame asked about the readiness of the students and the assessment process. Using DRA for reading level; teachers are expected to keep a chart for the learning curve to assess the teachers. Board can expect a written report in October of baseline placement for all students.

\* Concern w/ children w/ special needs. Parents need to be kept involved. DOE needs to get a para for the children w/ IEPs. AL & teachers are concerned for the climate in the classroom of these children.

\* Still need a few students for Kindergarten and 1<sup>st</sup> grade. DOO expects more students on 9/27.

\* Music will be taught. Waiting for delivery of 2 pianos that Angel procured.

\* 180 enrolled by 9/20 and could grow to 185. Transportation has been a problem for some of the students.

\* Parent Meeting on 9/16 was attended by approx 60 parents. This is good considering the terrible weather (tornado). Those who attended toured the school. There was a positive response as to environment and appearance of school.

\* After School program perhaps at \$35 per student for the week.

#### Director of Operations Report:

\* Problems w/ windows, boiler, roof. COO was trying to secure funding to address them as the meeting was going on.

\* 116 students use the bus service having produced proper forms. There may be more.

\* There are 58 free bkfst/lunch. More may be applying.

\* 31 parents are on public assistance; 27 parents to be processed for future public assistance.

#### Permanent Committees Reports:

- A. Executive- Joe reported as to signing of lease. He will be meeting w/ Vicar General of Diocese and will inform him regarding concerns w/ diocese reps.

Pat asked about the names of the committees and their responsibilities. Joe produced list to confirm.

- B. Education: Cecelia reported on 2 conference calls w/ main focus being the HANDBOOK. An email regarding this had been sent to EDUC Sub Committee. All Board members received the final formatted version that Tom & Cecelia worked on. Both Josh (for Charter concerns) & Karen (for Academic concerns) had given input. Leticia had also reviewed for grammar. Any additional concerns must be sent in email to Tom by September 24. Yes, this is a working document and additions/deletions can be made in the future but we need to have this, in Spanish also, by the next parent meeting in October. Karen will supply sub comm. w/ names and positions of school staff.

- C. Finance/Operations Committee: Angel reported that we have a checking account that is being depleted in use, as needed, as we speak; a savings account which is also being used. We need grants. Josh is working on securing the grants.

Decided by this committee that on bills under \$5000, only one signature needed; over \$5000 two signatures required. Josh now has a debit card for BSNBCS use. Josh did state that he was going to submit bills for his services as consultant/COO.

An outstanding debt is Joe Martucci who had been our designated AL before school opened. Josh and Joe had discussed this and upon further review of his bill, he will be paid. The provided services as stated were in question.

Joe stated again that the absence of Mike Nieves and his unavailability to Board and sub-committee is disturbing to the function of the Finance Committee and regular communication regarding financial matters at the BSNBCS. His position as Treasurer is an ongoing need for financial related issues. Joe will reach out to him as to the importance of his role.

Lease signed; helping St. John the Baptist Parish. Joe is still working w/ Diocese rep as the lease had some conditions that were unacceptable. They were addressed and changed as the lawyers working Pro Bono for us are very diligent.

Pat brought up the concern in the neighborhood, with Religious Ed teacher of parish that they would have an office in BSNBCS. This is a conflict of church/state. Joe and then Josh when he came to the meeting both said "no" to a full office space. They will be provided space on 3<sup>rd</sup> floor. use on Sundays only. With some discussion Josh will look again to maybe on 4<sup>th</sup> floor.

- D. Outreach/ Engagement: Kevin read from minutes of that Committee's conference call. This was sent in email to all on Board. Will give support when needed to Parent's Association founding and events. After School Program may need assistance. Leticia had a meeting w/ Mrs. Rivera (Victor's wife) who can assist us in the community.
- E. Development: Leticia will compile a list of people to invite to OPEN HOUSE. Working w/Engagement Committee. Per Joe's email after meeting on Saturday 9/18, the date for the OPEN HOUSE was decided to be October 15<sup>th</sup>. Invites, flyers are to be made by the Committee. Viable community, political involvement. If not a good date for politicians, etc., Oct 22 is the alternate. This committee will work in cooperation w/ AL, DOO, & COO. Other Board members should be called upon, as needed.

Old Business: Need for more grant funds. Bowman Foundation application filed by Josh Morales for \$50,000 and it looks positive.

Flag outside building must be replaced.

New Business: Sub committees must continue to conference and discuss related issues to each of the respective committees of the Board, and should meet even via conference calls at least once a month. All concurred re the matter of ongoing communication.

All Board members must be at scheduled Board Meetings.

Consider changing the Board meetings from Fridays to another day, possibly: Mondays or Thursdays, but this is to be reviewed further and discussed at the next meeting in October.

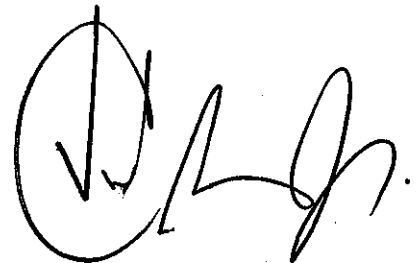
Public Comments: no one from public at meeting

Next Meeting - Friday, October 15<sup>th</sup> in BSNBCS, immediately following OPEN HOUSE or at 5 PM if no OPEN HOUSE..

Adjourned: 7:26 pm adjourned, with a motion by Kevin Nesbitt and seconded Patricia Bramwell. All concurred.

Respectfully submitted,

Cecelia M. Russo  
Board Member  
For the Secretary

A handwritten signature in black ink, appearing to be 'C. Russo', written in a cursive style.