

APPROVED



Brighter Choice Charter Schools

Minutes

Governance Committee Meeting

Date and Time

Thursday October 24, 2024 at 8:30 AM

Location

250 Central Ave. Albany, NY 12206

Committee Members Present

K. Ford, K. Mclean, L. Licygiewicz, M. Snyder (remote), N. Velilla, T. Hanmer, Z. Nelson

Committee Members Absent

None

Guests Present

Ken Clafin, N. Clement, Paul Augelli (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Snyder called a meeting of the Governance Committee of Brighter Choice Charter Schools to order on Thursday Oct 24, 2024 at 8:30 AM.

C. Approve Minutes

T. Hanmer made a motion to approve the minutes from Governance Committee Meeting on 09-12-24.

N. Velilla seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Governance

A. Draft Audit Report- Ken Claflin from Cusack.

Ken Claflin, auditor, reported on the findings of the draft audit, including the use of ERC, liquidity, strength of organization, enrollment and revenue from districts, interest income, expenses, etc. Ken reports that the organization continues to get stronger. Ken reports that the school has good information to make decisions based upon. The board expressed appreciation for the teamwork.

Ken Claflin left the meeting

B. BCCS-G Report

K. Ford reported on the Girls' school enrollment and that it is similar to last month though there have been some moves. The girls's school has 55 scholars who are ENL/ESL which is 17% of the student body. Special Education numbers have remained at 2%. The scholars took iReady math diagnostics and 35% are two or more grade levels below, though this is the whole school year of content that they have not had a chance to master. For reading, 28% are two grades below with the same considerations of the math content. Interventions are being administered using this data.

K Ford reported on baseline observations with all teaching staff and the coaching staff will assist in professional development. One 3rd grade teacher resigned and an existing teaching fellow will move into that role. There are 2 teaching fellow positions are now open.

C. BCCS-B report

K. McLean reported on the Boys' snapshot in enrollment where most grades are close to or at full enrollment. We are 15 scholars below the initial target enrollment. Current enrollment is at 241. The school had to put a pause on ESL enrollment so that proper services can be delivered. K. McLean reported on special populations and ESL is at 11%, Special Education is at 5%. A portion of last year's special education population had graduated last year.

There is a challenge to finding certified teachers to fill positions and most candidates have little to no teaching experience.

K. McLean reported on scholars' iReady diagnostics in comparison to last year's performance. There are small differences that need to be improved and the school is offering coaching and mentoring. A lot of attention is being focused on tier 2 students. Staffing is a challenge to attaining progress.

K. McLean reported that the Kindergarten readiness program is growing enrollment and the community is noticing. At least 11 of the Jump Start pre-K kiddos are of age to enroll next school year. Good relationships are being established.

D. Health Insurance

Luke reported on two staff members who have left because of health insurance. He recommended contributing to the HSA for staff. Luke reported that under the current budget, we may be able to make those contributions with conservative estimates of future expenditures. Luke recommends HSA contributions of \$61,000 with \$1,000 for a single plan and \$2,000 for a family plan. We will vote on a revised budget when it's presented.

E. 403B

Noah Clement was allowed to stay because this is a general conversation about retirement. Luke reported that in consultation with our broker he would not recommend a transition from a 403B plan to a 401K due to the extreme bureaucratic paperwork and hurdles and possibility that many staff would not take on the work. Noah agreed with Luke's assessment.

F. The leadership discussed the application of the incentive plan as it relates to staff who have left and returned. If we want to update the staff handbook.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:32 AM.

Respectfully Submitted,

Z. Nelson

T. Hanmer made a motion to adjourn.

N. Velilla seconded the motion.

The committee **VOTED** unanimously to approve the motion.