



Bronx Charter School for the Arts

Board of Trustees Meeting & Holiday Celebration

Date and Time

Tuesday December 11, 2018 at 6:30 PM EST

Location

313 West 119th Sreet, Townhouse I

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance and Guests		Arlene Bascom	1 m
B. Call the Meeting to Order		Charles Whites	1 m
C. Public Session	Discuss		
D. Approve Minutes	Approve Minutes		1 m
Approve minutes for Board of Trustees Monthly Meeting on November 13, 2018			
II. Finance			6:33 PM
Finance			
A. October 2018 Financial Report	FYI	Lori Biancamano	2 m

	Purpose	Presenter	Time
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Lori Biancamano to present October Financials prepared by CSBM.

III. Development 6:35 PM

Development

- | | | | | |
|-----------|------------------------------|---------|----------------|-----|
| A. | Update on End of Year Giving | FYI | Jill Reinhardt | 5 m |
| B. | April 17th Event | Discuss | Jill Reinhardt | 5 m |

IV. Nominating 6:45 PM

Nominating

- | | | | | |
|-----------|--|------|---------------|-----|
| A. | Board on Track | Vote | Miriam Raccah | 2 m |
| | <ul style="list-style-type: none"> • Survey • Committee Charters • Committee Goals • Committee Agenda/Minutes via Board on Track | | | |

V. Operations 6:47 PM

- | | | | | |
|-----------|-----------|-----|---------------|-----|
| A. | Dashboard | FYI | Karlene Cowan | 5 m |
|-----------|-----------|-----|---------------|-----|

VI. Executive Director Presentation 6:52 PM

Arts

- | | | | | |
|-----------|---------------------|---------|---------------|------|
| A. | Charter Application | Discuss | Miriam Raccah | 10 m |
| B. | January Retreat | Discuss | Miriam Raccah | 10 m |

VII. Vote for Executive Session (if needed only) 7:12 PM

Executive

- | | | | | |
|-----------|----------------------------|------|--|--|
| A. | Vote for Executive Session | Vote | | |
|-----------|----------------------------|------|--|--|

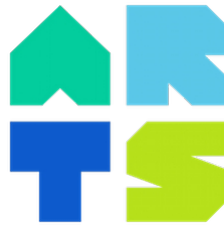
VIII. Closing Items

- | | | | | |
|-----------|-----------------|------|--|--|
| A. | Adjourn Meeting | Vote | | |
|-----------|-----------------|------|--|--|

Coversheet

Approve Minutes

Section:	I. Opening Items
Item:	D. Approve Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Board of Trustees Monthly Meeting on November 13, 2018



Bronx Charter School for the Arts

Minutes

Board of Trustees Monthly Meeting

Date and Time

Tuesday November 13, 2018 at 6:30 PM

Location

285 Madison Avenue, Suite 1800, New York, NY 10017

Trustees Present

Arlene Bascom, Barbara H. Scott, Charles Whites, Eric Osorio, Graham Powis, Katherine Trager (remote), Lori Biancamano, Patricia Kennedy (remote), Susan Geisenheimer (remote)

Trustees Absent

Ahmad Sheikh, Aisha Bell, Denise Brecher, Noni Lopez, Trent Hickman

Guests Present

Jill Reinhardt, Johanne Javel, Jonea Thomas, Karlene Cowan, Miriam Raccah, Richard Gonzalez

I. Opening Items

A. Record Attendance and Guests

Chris Bellando of Lutz and Carr was present on the call

B. Call the Meeting to Order

Charles Whites called a meeting of the board of trustees of Bronx Charter School for the Arts to order on Tuesday Nov 13, 2018 at 6:40 PM.

C. Public Session

No one attended from the public

D. Approve Minutes

Charles Whites made a motion to approve minutes from the Board of Trustees Monthly Meeting: October 9, 2018 on 10-09-18 Board of Trustees Monthly Meeting: October 9, 2018 on 10-09-18.

Lori Biancamano seconded the motion.

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

II. Finance

A. 2017-2018 Audit Presentation

Chris Bellando of Lutz & Carr presented the results of the 2107 - 2018 fiscal audit. An unqualified report will be issued. Lutz & Carr have prepared an extension for the FORM 990; and will work to complete the 2017 FORM 990 before the deadline of the extension.

B. Corporate Credit Card

the board approved switching from the use of debit cards, and to obtain corporate cards for the leadership staff - six cards (identify persons who will be issued cards).

C. September 2018 Financial Report

Financial report through September 2018 was presented.

III. Nominating

A. Update

Ahmad Sheikh was approved by NYS Education Department on October 10, 2018

B. December Meeting

Barbara Scott will host the December meeting at her home

IV. Executive Director Presentation

A. Roll out of Board on Track

Miriam Raccah sought feedback on the roll out of Board on Track

B. Greenlighting for Next School

M. Raccah discussed Greenlighting a second elementary school

C. January Retreat

- M. Racciah discussed the January retreat

V. Operations

A. Dashboard

Karlene Cowan presented Dashboard

VI. Programing

A. Middle School Report

Richard Gonzalez gave the middle school report

B. Elementary School Report

Jonea Thomas gave elementary school report

- 5th grade leading community meetings

VII. Development

A. Development Update

Jill Reinhardt offered an update on institutional and individual giving, and discussed the April 2019 cultivation event honoring Trent Hickman and others. Highlights include

- Calendar-year-end appeal to annual donors (>\$1,000 annually) kicks off in mid-November and will run through December asking supporters to renew and upgrade to help us meet our match.
- Virginia B. Toulmin Foundation will not renew support.
- Tiger Foundation, Clark Foundation, William E. Simon Foundation, Kornfeld Foundation, van Ameringen Foundation are all in process/pending. Simon will consider a request in 2019 after Nov. site visit.
- Spring Cultivation event - venue being finalized before Dec., Board members are expected to sell 5-10 tickets each (depending on venue capacity)

VIII. 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 8:13 PM.

Respectfully Submitted,
Arlene Bascom

Coversheet

October 2018 Financial Report

Section:	II. Finance
Item:	A. October 2018 Financial Report
Purpose:	FYI
Submitted by:	
Related Material:	Oct 2018 Financial Narrative.doc Monthly Report_Oct 2018_BCSA (2).xlsx



***Monthly Financial Report
October 2018***

BRONX CHARTER SCHOOL FOR THE ARTS

October 2018 Financial Reports:

Net Income for October YTD was **\$303K**, with a higher variance of **\$188K** compared to budget.

- Revenue is lower (\$98K) when compared to budget due to:
 - Per pupil income higher by \$10K due to higher Gen Ed enrollment.
 - Federal Funding is lower by (\$101K) due mostly due to the lower government grant amount. (\$320K budgeted vs \$200K Projection)
- Expenses are lower \$286K primarily due to open positions and compensation being lower than budget (\$329K) offset by higher Instructional expenses (\$28K) and Facility Expense (\$12K)

Projected Full Year Net Income is **\$344K**, with a higher variance of **\$183K** compared to budget:

- Revenue is projected to be up \$258K compared to budget primarily due to higher SpED allocation of services >60% compared to budget. Most of the of the remaining revenue is on Budget
 1. Per Pupil Income- Currently based on Nov invoice. Gen Ed budget (423) Actual (426); SpEd budget 20-59% (19) >60% (44) Actual 20-59% (19.610) >60% (61.845)
 2. Federal Grants – Lower by \$135K primarily due to Government funding being lower than budget.
- Expenses are projected to be up \$74K primarily due increased financial services contract.

Balance Sheet:

- Cash on Hand as of October 31, 2018 was **\$2.84MM**

Cash flow:

- Cash flow by the end of the year is projected to be **\$1MM**

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Monthly Report_Oct 2018_BCSA (2).xlsx

Coversheet

April 17th Event

Section:	III. Development
Item:	B. April 17th Event
Purpose:	Discuss
Submitted by:	
Related Material:	2019.04.17_Event Timeline.docx

Confidential



**Bronx Arts Spring 2019 Reception
Honoring
Trent Hickman
Xanthe Jory, Julie Wong (tbd), &
Charter School Growth Fund's Emerging CMO**

**Wednesday, April 17, 2019
Cecil's
210 West 118th Street
New York, NY 10026
6:30 – 8:30 p.m.**

EVENT TIMELINE

- | | |
|----------------|---|
| 5:00 pm | Bronx Arts staff arrive at venue for set-up |
| 6:15 pm | Band arrives (highlighting Bronx Arts music teachers' bands) |
| 6:30 pm | Event begins (band begins playing, student art auction in backroom with video) |
| 7:00 pm | Miriam Raccah Welcome (invite people to take their seats, dinner served) |
| 7:05 pm | Bronx Arts Chorus Performance or Video (TBD) |
| 7:15 pm | Miriam Raccah Welcome |
| 7:20 pm | Xanthe Jory (Founding Executive Director - confirmed) |
| 7:25 pm | Julie Wong (Former Board member) |
| 7:30 pm | Trent Hickman Remarks (former Board Chair - confirmed) |
| 7:35 pm | Darryl Cobb, Partner, CSGF (confirmed) |
| 7:40 pm | Miriam Raccah, Closing Remarks & Pitch |
| 7:50 pm | Reception continues (band resumes) |
| 8:30 pm | Event concludes |

Coversheet

Dashboard

Section:	V. Operations
Item:	A. Dashboard
Purpose:	FYI
Submitted by:	
Related Material:	BXArts BOARD Data Dashboard - Summary Sheet-2.pdf



Bronx
Charter School
for the Arts

Board Dashboard - December 2018

BCSA STUDENT DEMOGRAPHIC DATA													
	Budget	Actual	(+/-) Enrollment		GenEd Revenue	< 20%	20% to 60%	> 60%					
GRADE	Enrollment	Enrollment	Target	REVENUE	\$15,307.00	\$0.00	\$10,390.00	\$19,049.00					
Total	423	426	3	\$7,920,010.00	\$6,520,782.00	\$0.00	\$218,190.00	\$1,181,038.00					
K-5	310	308	-2	\$5,623,707.00	\$4,714,556.00	\$0.00	\$166,240.00	\$742,911.00					
6	113	118	5	\$2,296,303.00	\$1,806,226.00	\$0.00	\$51,950.00	\$438,127.00					
ETHNICITY	Total	African American/Black	Caucasian/White	Hispanic/Latino	Other								
Total	426	98	2	319	7								
K-5	308	56	1	247	4								
6	118	42	1	72	3								
DISCHARGES	Year to Date	November	October	September	August								
Total	98	1	3	25	70								
K-5	38	0	1	11	26								
6	3	1	2	1	0								
No Shows	57	0	0	13	44								
SUSPENSIONS	Year to Date	November	October	September	August								
Total	6	5	1	5	0								
K-5	5	0	0	5	0								
6	1	5	1	0	0								
ATTENDANCE	Year to Date	November	October	September	August								
Total	92%	93.17%	92.77%	91.60%	n/a								
K-5	92%	92%	93%	91.60%	n/a								
6	92%	94.0%	92.8%	91.60%	n/a								
IMMUNIZATIONS	November	October	September										
Total	96.45%	96.81%	86.58%										
K-5	99.68%	98.70%	97.74%										
6	93.22%	94.92%	75.42%										
SPED	< 20%	20% to 60%	> 60%										
K-5	18	16	39										
6	3	5	23										
Elementary % by Category	5.84%	5.19%	12.66%										
Middle % by Category	2.54%	4.24%	19.49%										
Elementary School Totals	23.70%												
Middle School Totals	26.27%												
SCHOOLWIDE SPED TOTALS													
Total by Category	21	21	62										
% By Category	4.93%	4.93%	14.55%										
Total Sped Schoolwide	104												
Total % Sped Schoolwide	24.41%												
Additional Cost Per Student	\$0.00	\$10,390.00	\$19,049.00										
Totals	\$0.00	\$218,190.00	\$1,181,038.00										
SPED Revenue	\$1,399,228.00												
ELL	November	October	September	Current Month %									
Total	84	71	71	19.72%									
K-5	77	64	64	25.00%									
6	7	7	7	5.93%									
Free and Reduced	2015-16	2016-17	2017-18	2018-19									
K-5	91.00%	89.00%	94.00%	85.06%									
6	N/A	N/A	N/A	81%									
BCSA ACADEMIC DATA													
STATE MATH	2015-2016	2016-2017	2017-2018										
3	74%	55%	69%										
4	45%	55%	48%										
5	52%	62%	51%										
STATE ELA	2015-2016	2016-2017	2017-2018										
3	64%	67%	57%										
4	59%	58%	46%										
5	48%	57%	35%										
BCSA STAFF DATA	11/30/2018	10/31/2018	9/30/18										
TOTAL ELEMENTARY STAFF	50	53	52										
TOTAL MIDDLE STAFF	23	21	21										
Campus/Certified	Classroom	Arts	PE	RTI	Guidance	Social	ADMIN	OPS					
ES Certified Staff	11	0	0	3	1	1	4	0					
ES Un Certified	14	5	0	0	0	0	0	11					
MS Certified Staff	3	0	0	0	1	0	3	0					
MS UnCertified Staff	3	4	0	1	0	0	6	2					
Total Separations													
2018-2019	YTD	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Instructional	13	0	9	0	3	1							
Non-Instructional	3	0	0	1	1	1							
Administration	1	0	1	0	0	0							
MONTH TOTALS	17	0	10	1	4	2	0	0	0	0	0	0	0