



# Bronx Charter School for the Arts

## Monthly Board Meeting

---

### Date and Time

Tuesday November 12, 2024 at 6:00 PM EST

### Location

Zoom

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Record Attendance		Barbara H. Scott	2 m
<b>B.</b> Call the Meeting to Order			2 m
<b>C.</b> Approve Minutes	Approve Minutes		3 m
Approve minutes for Monthly Board Meeting - In Person on October 8, 2024			
<b>II. Executive Director Report</b>			<b>6:07 PM</b>
<b>A.</b> Update	FYI	Kathy Ortiz	15 m
<b>III. Finance Report</b>			<b>6:22 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Update	FYI	Melanie Hok	5 m
<b>IV. Development &amp; Communication</b>			<b>6:27 PM</b>
<b>A.</b> Update	FYI	Jasmin Abbatiello	5 m
<b>V. Upcoming Events</b>			<b>6:32 PM</b>
<b>A.</b> Update	FYI	Kathy Ortiz	5 m
<b>VI. Public Meeting Adjourn</b>			<b>6:37 PM</b>
<b>A.</b> Adjourn Meeting	FYI	Barbara H. Scott	1 m
<b>VII. Executive Session</b>			<b>6:38 PM</b>
<b>A.</b> Make Motion to enter Executive Session	Vote	Barbara H. Scott	1 m
<b>B.</b> HR Discussion	Discuss	Melanie Hok	10 m
<b>VIII. Closing Items</b>			<b>6:49 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Barbara H. Scott	1 m

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Monthly Board Meeting - In Person on October 8, 2024



# Bronx Charter School for the Arts

## Minutes

### Monthly Board Meeting - In Person

---

#### Date and Time

Tuesday October 8, 2024 at 6:00 PM

#### Location

**Bronx Charter School for the Arts**

950 Longfellow Avenue

Bronx, NY, 10474

---

#### Trustees Present

Arlene Bascom, Barbara H. Scott, Charles Whites, David Barnard, Denise Brecher (remote),  
Evette Stair- Radlein, Lori Biancamano (remote), Susan Geisenheimer, Zahreen Ghaznavi

#### Trustees Absent

Dan Vislocky, Eric Osorio

#### Guests Present

Jasmin Abbatiello, Kathy Ortiz, Krisann Vega, Lydia Bremer, Melanie Hok, Patricia Rooney,  
Ryan McCabe

---

### I. Opening Items

#### A. Record Attendance

**Absent Board Member:** Loretta Cargill (Parent Rep)

#### B.

### Call the Meeting to Order

Barbara H. Scott called a meeting of the board of trustees of Bronx Charter School for the Arts to order on Tuesday Oct 8, 2024 at 6:13 PM.

### C. Approve Minutes

Arlene Bascom made a motion to approve the minutes for Monthly Board Meeting on 09-10-24.

Susan Geisenheimer seconded the motion.

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

## II. Finance Report

### A. Update

Melanie Hok provided the board with financial updates.

FY25 Financials as of September 30, 2024

- The first quarter shows a positive net income as of September 30, 2024, primarily attributed to lower expenditures in personnel benefits.
- Expenses are slightly elevated, but are offset by grants such as Summer Boost, the Homeless Grant, and ESSER 3.

FY24 Audit

- NCheng LLP has received the audit package from the school.
- A draft of the audited financials is expected to be available later this month.

Charles Whites made a motion to empower the Executive Director, Board Treasurer, and members of the Finance Committee authority to approve the audited financial statements for the fiscal year ending 06.30.24 for submission to NYSED by the November 1st deadline.

Arlene Bascom seconded the motion.

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

## III. Development & Communication

### A. Update

Jasmin Abbatiello provided an update on private contributions, marketing, and recruitment initiatives.

Private Contributions

- Total raised to date is \$215,463 (\$142,163 cash and \$73,300 in-kind)
- Awarded the Cultural After-School Adventure (CASA) award \$20,000 (in-kind) to cover programming provided by Bronx Ensemble
- MoMA has invited Bronx Arts to continue with their Partnership Program (awarded \$5,000 in programming)
- Kathy and Jasmin are scheduled to meet with Kay Tashner and Carole Kakos on October 10th. Kay and Carol first supported Bronx Arts during the 2024-2025 school year with a contribution that covered costs associated with establishing the laundry facility at BAE.

#### Marketing and Recruitment Plans in Progress

- Discovery & Strategy Phase: Digital Campaign
- Design Phase: Bus Kings and Liveboards on 52 routes
- New initiatives include bus advertisements and live boards
- Successful previous digital campaigns will be replicated, with a focus on targeting specific communities based on historical data

#### Videography Schedule:

- October 8th: Swim Lessons
- October 16th: BAE
- October 17th: BAM

### IV. Executive Director Report

#### A. Update

##### Enrollment Challenges:

Kathy Ortiz further shared a preliminary plan involving grade level restructuring to address enrollment challenges that will likely be implemented in the 2025-26 school year! More information will be shared at a later date as this plan is finalized.

##### By-Laws:

Reviewed the revision of school bylaws for compliance with state laws about ED position and parent prep position.

- Clarify the language surrounding voting approvals in writing vs in-person meetings.
- Kathy Ortiz will discuss section 14 with Charles White to review the language, followed by a review from Paul O'Neill.



- 10/10: Special visit from Carole Kakos and Kay Tashner
- 10/16 & 10/17: Video shoot
- 10/23: Family Sofrito Mixer, 4-6pm

#### November

- 11/5: Full day staff PD
- 11/12: Board meeting in-person, mid-town in the city. Place to be announced.
- Monthly food and clothing drive

### VI. 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 7:56 PM.

Respectfully Submitted,  
Lori Biancamano