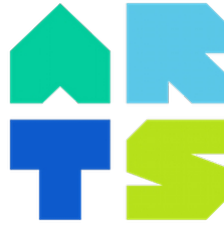


APPROVED



# Bronx Charter School for the Arts

## Minutes

### Monthly Board Meeting

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#### Date and Time

Tuesday August 13, 2024 at 6:00 PM

#### Location

Zoom

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#### Trustees Present

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

#### Trustees Absent

Charles Whites, Eric Osorio

#### Guests Present

Jasmin Abbatiello (remote), Kathy Ortiz (remote), Krisann Vega (remote), Lesly Garcia (remote), Loretta Cargill (remote), Melanie Hok (remote), Ryan McCabe (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

David Barnard called a meeting of the board of trustees of Bronx Charter School for the Arts to order on Tuesday Aug 13, 2024 at 6:10 PM.

### **C. Approve Minutes**

Lori Biancamano made a motion to approve the minutes from Monthly Board Meeting on 07-09-24.

Susan Geisenheimer seconded the motion.

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

## **II. Executive Director Report**

### **A. Update and District-Wide School Safety Plan**

Kathy Ortiz updated the board on the current 24-25 school year student enrollment and registration totals. This was followed by discussing the district safety plan and requesting a minor addition pertaining to earthquake preparedness.

Susan Geisenheimer made a motion to approve the District-Wide School Safety Plan as presented to the Board for the 2024-25 school year.

Denise Brecher seconded the motion.

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

### **B. By-Laws**

Kathy Ortiz asked the board to review the redlined version of the School's current by-laws. Some next steps are:

- Final review during the September meeting.
- Submit the proposal for approval to the New York State Education Department (NYSED).
- Anticipate a waiting period of approximately one month for approval.
- Expect the revised bylaws to take effect in either November or December.

### **C. Summer Institute**

Kathy Ortiz unveiled this year's academic theme: "We have just begun." Following this, Principal Ryan McCabe and Principal Krisann Vega provided an overview of the scheduled guest speakers and professional development initiatives over the next two weeks during Summer Institute.

## **III. Finance Report**

### **A. Update**

Melanie Hok provided a preliminary budget versus actuals for FY23-24. She noted that the School will be subject to an A-133 Single Audit due to over \$750k in federal expenditures (Title funds, school food reimbursements, and ESSER). Based on the preliminary BvA for FY23-24, the net income reflects a positive variance against budget.

#### **B. Performance Bonus Accrual**

A proposal for a one-time year-end performance bonus accrual for eligible staff was presented for approval by both Kathy Ortiz and Melanie Hok. Ms. Kathy Ortiz shared that performance would largely be based on staff members who successfully met and surpassed the predetermined objectives aligned with their respective roles within the School, in addition to their participation in securing a full 5 year charter renewal term; and having served the full 2023-24 school year. Questions ensued regarding eligibility criteria and amount.

Lori Biancamano made a motion to approve the performance bonus accrual of \$141,021.50 for the fiscal year ending June 30, 2024, based on the outlined performance bonus criteria, for each qualified employee.

Zahreen Ghaznavi seconded the motion.

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

### **IV. Development & Communication**

#### **A. Update**

Jasmin Abbatiello shared an update on private contributions:

FY24 (updates since the last board meeting):

- Raised \$572,098 in cash contributions (goal = \$425,000)
- Raised \$639,367 in cash and in-kind contributions (goal = \$450,000)
- Adjusted board line to reflect \$54,434 raised (goal = \$75,000). Noted that 73% of the board provided a cash gift of \$100 or more.
- Adjusted corporations line to reflect \$10,075 raised (goal = \$5,000). Received a matching gift of \$5,000 from Mastercard (initiated by Evette).

FY25

- \$112,698 received to date (\$97,440 from Summer Boost)
- Awarded swim lessons for all 2nd-grade students throughout the 2024/2025 school year from Asphalt Green/Wave Makers program.
- SAX LLP offers an opportunity to secure an unrestricted grant of \$15,000. Bronx Arts applied and has been named one of the top 75 applicants (more than 1,000 applied). We will be notified at the end of September during a networking event.

- Robin Hood Foundation is offering two grant funding opportunities that we will be pursuing. Evette confirmed that she has a contact there and Jasmin and Evette plan to connect before the applications are submitted.

Last, she shared the Can't Stop, Won't Stop monthly video.

## **V. Upcoming Events**

### **A. Update**

- 8/19- LAUNCH DAY
- 9/03- FIRST DAY OF SCHOOL
- 9/10- BOARD MEETING
- 9/11- BACK TO SCHOOL NIGHT (BAE)
- 9/12- BACK TO SCHOOL NIGHT (BAM)

## **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 7:04 PM.

Respectfully Submitted,  
Lori Biancamano