



Bronx Charter School for the Arts

Minutes

Monthly Board Meeting

Date and Time

Tuesday August 12, 2025 at 6:00 PM

Location

zoom

Trustees Present

Arlene Bascom (remote), Barbara H. Scott (remote), David Barnard (remote), Denise Brecher (remote), Eric Osorio (remote), Evette Stair- Radlein (remote), Lori Biancamano (remote), Susan Geisenheimer (remote)

Trustees Absent

Charles Whites, Zahreen Ghaznavi

Ex Officio Members Present

Kathy Ortiz (remote)

Non Voting Members Present

Kathy Ortiz (remote)

Guests Present

Lydia Bremer (remote), Melanie Hok (remote)

I. Opening Items

A.

Record Attendance

B. Trustees Absent

Loretta Cargill

C. 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 Aug 12, 2025 at 6:00 PM.

D. Approve Minutes

Lori Biancamano made a motion to approve the minutes from Monthly Board Meeting on 07-08-25.

David Barnard seconded the motion.

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

II. Executive Director Report

A. Update

Kathy Ortiz provided an update on the 2025 Summer Boost program, which ended on August 4th and was held at the middle school campus. Despite fluctuations in student attendance, the program ran smoothly from start to finish.

Ms. Ortiz further shared that during this time of year, the senior leadership has been busy completing the various end of year state reports due. Continual efforts to enroll and complete registration for new students are underway, with a recently held orientation that yielded a total of over 100 families attending. Operations and leadership team retreats are scheduled for August and are focused on mission alignment, goal setting, and team building.

Ms. Ortiz presented the 2025-26 District-Wide School Safety Plan, sharing that each year the school is required to update the annual safety plan, which include emergency response protocols such as evacuation and shelter-in-place drills. Because the middle school is located in a NYC DOE building, the DOE creates and submits their safety plan on behalf of the entire building. We are responsible for creating and posting the elementary school's safety plan. However, we also include information about the middle school in our overall safety plan to ensure it is represented on our website.

B. School-Wide Safety Plan Vote

Susan Geisenheimer made a motion to approve the 2025-26 District-Wide School Safety Plan.

Denise Brecher seconded the motion.

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

C. Facilities & Real Estate

David Barnard shared an update regarding the current roof replacement project at 950 Longfellow Ave. PS wrx, serving as the project manager, has been an extraordinary partner, working closely with us to complete the designs and architectural drawings, to releasing the project for bidding, and bid selection completion. Roof work is expected to be completed before students return in September. HVAC work will happen later on in the school year, but short-term fixes are planned for existing issues.

Lighting upgrades and other minor maintenance work are also ongoing.

III. Finance Report

A. Update

Melanie Hok shared the update on the preliminary budget vs actuals for the prior fiscal year ending June 30, 2025. Based on the preliminary results, the reported total revenue is above budget, primarily driven by federal ESSER III funding that offset shortfalls in per pupil and SPED revenue.

Enrollment was slightly below budget at approx. 578.1 students, and SPED revenue came in lower due to fewer high-needs students than anticipated, both of which impacted state funding. On the expense side, the school remained under budget, primarily due to personnel savings from unfilled roles and staff transitions, despite higher spending on instructional supplies, which were covered by grants.

A federal single audit will be required again this year due to more than \$1 million in federal funds spent.

IV. Development & Communications

A. Update

"Was not discussed and tabled for a later date"

V. Upcoming Events

A. Update

August 25: Launch Day ("Make Extraordinary Ordinary") Summer Institute begins

September 2: First day of school after Labor Day.

September 5: Executive and Finance Committee meetings.

September 9: Next board meeting

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 6:30 PM.

Respectfully Submitted,
Lori Biancamano