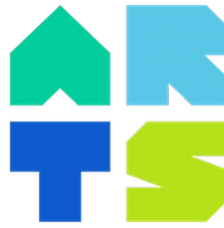


APPROVED



Bronx Charter School for the Arts

Minutes

Monthly Board Meeting

Date and Time

Tuesday November 11, 2025 at 6:00 PM

Location

Zoom

Trustees Present

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

Trustees Absent

Charles Whites, Eric Osorio, Lori Biancamano

Trustees who left before the meeting adjourned

David Barnard, Denise Brecher

Ex Officio Members Present

Kathy Ortiz (remote)

Non Voting Members Present

Kathy Ortiz (remote)

Guests Present

Joseph Chiofalo (remote), Loretta Cargill (remote), Lydia Bremer (remote), Melanie Hok (remote)

I. Opening Items

A. Record Attendance

B. Present Left early

David Barnard left.

Denise Brecher left.

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 Nov 11, 2025 at 6:04 PM.

D. Approve Minutes

Motion to approve the minutes from Monthly Board Meeting on 10-14-25.

Minutes for **October** will be approved in December we did not have quorum.

The motion did not carry.

II. Executive Director Report

A. Update

Kathy Ortiz provided an update on student enrollment, noting that while the budget was built for 580 students, actual enrollment reached 602. She also shared several highlights since the last board meeting, including our first-ever Beats & Brew donor-cultivation event, multiple family workshops such as a salsa class, and our annual Sofrito Mixer. BAM led a supply and non-perishable goods drive for Jamaica in response to the recent hurricane, and Ortiz spotlighted our student poetry classes with Tony Award–winning artist Lemon Andersen.

III. Facilities & Real Estate

A. Update

With David Barnard input, the only update provided was that the project at 950 Longfellow Ave is continuing on schedule.

IV. Finance Report

A. Update

Melanie Hok presented the financial update, covering the FY25 audit submission, the current reporting period ending October 31, 2025, and the school's likely transition to a PEO for the 2026 benefits year due to the high renewal costs from the current carrier, CIGNA.

With the Finance Committee's approval, the FY25 audited financial statements (year ending June 30, 2025) were finalized and submitted to NYSED Board of Regents on time. Results were consistent with prior reporting, with no material findings. The Federal Single Audit was not included in the submission, as the OMB 2025 Federal Compliance Supplement has not yet been released; the Single Audit component will be completed and submitted once the supplement is available.

For the current period ending October 31, 2025, Melanie reported no significant changes. The school remains on budget overall, with personnel expenses continuing to track below budget due to unfilled positions.

V. Development & Communications Report

A. Update

Joseph Chiofalo presented the Development & Communications update, covering the official launch of the 2025 - '26 A.R.T.S. campaign. The campaign includes BCSA's best performing newsletter to date, and a print mailer to current and lapsed donors and partners. The sofrito social event boasted its highest ever attendance. A new RSVP form has been launched on the website, allowing users to register for events all year long. An Instagram post covering poet Lemon Andersen's seminar at the middle school went viral and is BCSA's best performing social media post of all time. Joseph previewed Giving Tuesday, which will be on December 2nd. The school's goal is \$5,000.

VI. Upcoming Events

A. Update

Kathy Ortiz provided an overview of upcoming events and scheduled committee meetings. Additionally, she shared 3 day Thanksgiving holiday break and our next Board meeting is Dec 9, 2025.

VII. 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 6:42 PM.

Respectfully Submitted,
Barbara H. Scott