



Brooklyn Urban Garden Charter School

Board of Trustees Meeting

November 23, 2021

6:30pm - 8:00pm

Brooklyn Urban Garden Charter School, 500 19th Street, Brooklyn, NY

<https://meet.google.com/iww-pkee-pye>

+1 470-250-1672 PIN: 639951412#

Members Present: Jamal Deek, Felice Ekelman, Louis Green, Hallie Iannoli, Jacqueline Piccolo, Cathy Boeckmann, Don Mabrey, Erin Walker

Others present: Susan Tenner (BUGS Executive Director), Susan Bakst (BUGS Director of Marketing and Outreach)

I. Welcome and Approval of the Minutes

- A. The meeting was called to order at 6:36 pm
- B. Jackie Piccolo made a motion to approve the October minutes, Louis Green seconded and all were in favor.
- C. Susan Tenner led a Mission Moment featuring the Thanksgiving video that was created to celebrate BUGS staff.
- D. Susan Tenner and Susan Bakst provided an overview of the fundraising strategy for Giving Tuesday and BUGS End-of-Year Campaign.

II. Ed and Accountability Committee

- A. Don Mabrey reported from the Committee's meeting with Wynette Caesar, Principal, Julia Wilson, ELA Chair, and William Jones, Math Chair.
- B. The Chairs described how data is used in instruction, such as creating intervention groups.
- C. The group reviewed assessment data to look at growth by different student demographics across ELA and math. The Board expressed interest in seeing the data aligned with standards to see what skill areas students struggle with and how to guide instruction to achieve student proficiency.

III. Finance Committee

- A. Jamal Deek reviewed the finance report for the Board calling attention to strong enrollment numbers and a good cash position with SPED revenue higher than expected.

- B. Jamal called attention to the increase in spending on contracted services and explained the difference is due to the use of substitute teachers, which is a non-recurring expense and expected to be lower next year.

IV. Governance and Nominating Committee

- A. Cathy Boeckmann reported on board recruiting, and the board's intention of adding 3 new members, with committees being tasked with discussing the skillset, capabilities, and representation that would best serve the board
- B. Trustees reflected on the board retreat.
- C. The board discussed strategic initiatives to consider and keep top of mind as we move forward into 2022. Jackie shared an update on the Columbia consulting project which will help the board with future strategic planning.

IV. Executive Director Report

- A. Susan Tenner reported on the status of lease re-negotiation.
- B. The board was requested to share the job posting for two new Assistant Principals.
- C. Susan asked the Board to provide feedback on the preparation for the NYSED site visit to inform future renewals.

There was no Public Comment.

Felice Eckleman requested a motion to adjourn the meeting: Jackie Piccolo made the motion, Louis Green seconded, and all approved.

The meeting adjourned at 8:03 pm.