



**Brooklyn Urban Garden Charter School**

**Board of Trustees Meeting**

**June 27, 2023**

**6:30pm - 8pm**

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

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

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**Members Present:** Ana Bast, Felice Ekelman, Hallie Iannoli, Christine Kang, Erin Walker

**Members Present by Video:** Jamal Deek, Adam Drucker, Louis Green

**Others present:** Susan Tenner (BUGS Executive Director), Susan Bakst (BUGS Director of Marketing and Outreach); Cay Tolson, (BUGS Director of Operations)

**I. Welcome and Approval of the Minutes**

- A. The meeting was called to order at 6:35pm
- B. Hallie Iannoli made a motion to approve the May board meeting minutes, Erin Walker seconded, and all approved.
- C. The mission moment featured 6 and 7th grade open classroom community action projects. Susan Tenner shared quick videos of the events and described the projects and the high level of student engagement.

**II. Finance Committee**

Jamal Deek reported on behalf of the committee.

- A. Jamal reviewed the strong ratios in the finance report and discussed the effects on the proposed budget as COVID subsidies end, staffing transitions are worked out, and per pupil spending increases are confirmed.
- B. Erin Walker made a motion to approve the proposed budget, Adam Drucker seconded, and all approved.

**II. Education & Accountability Committee**

Hallie Iannoli presented highlights from Leah Miles, BUGS People Operations Manager's presentation. Highlights included:

- The benefits of the move to the BambooHR system and Leah's leveraging the tools and resources such as trainings, and wellness and satisfaction surveys.
- Staff are also happy about the engaging and sustaining programs Leah has implemented or enhanced such as PTO buy back, referral bonuses, tuition reimbursement, and comprehensive onboarding, etc.
- The committee spoke highly of Leah's ability to develop a pipeline and strategies to keep applicants positive about BUGS and the hiring experience.

#### **IV. Governance and Nominating Committee**

Ana Bast led the board through the following topics:

- A. Review of governance procedures and request to the board to finish signing their annual board documents.
- B. There was a review of the annual calendar for 2023-24 and board committee term membership.
  - a. Louis Green made a motion to approve the term committees, Hallie Iannoli seconded, and all approved.
  - b. Christine Kang made a motion to approve the board meeting calendar; Hallie Iannoli seconded, and all approved.
  - c. The board was urged to focus on recruiting with gaps to fill with members rolling off the board.
- C. Susan Tenner's review reflected her strong performance over the past two years. The board thanked Susan for the great job and she thanked the board for the feedback.
- D. The committee is continuing to work on strategic planning. The work will be a focus of the July meeting with opportunities to get more feedback and finalize the pillars.
- E. The board thanked the members who were moving off the board for their service.

#### **V. ED Report**

Susan Tenner provided an overview of topics mentioned in the ED Report including:

- The DOE embargoed survey results came out and she will unpack the findings at the July meeting. She is also producing a survey for BUGS families.
- During the summer, she will review Quiet Time and afterschool as well as complete the Annual Report due to NYSED at the end of July.
- The Leadership Team will spend time looking at schoolwide goals and at data for student groupings. She will also engage the leadership team in including revised charter student recruitment preferences in their design of team and department goals.

There was no public comment.

Hallie Iannoli made a motion to adjourn the meeting, Christine Kang seconded, and all approved.

The meeting was adjourned at 7:34pm.