



**BELA**  
Brooklyn Emerging Leaders Academy

Minutes of a meeting of the Board of Trustees of  
Brooklyn Emerging Leaders Academy Charter School  
March 7, 2017

A regular meeting of the Board of Trustees (“the Board”) of the Brooklyn Emerging Leaders Academy Charter School (the “School”) was held at 111 Broadway, NY, NY on Tuesday, March 7, 2017 at 6:30 P.M. local time pursuant to notice given.

The following Trustees were present:

Dr. Andre McKenzie - Board Chair  
Diane Nathaniel – Board Secretary  
Alma Mends – Board Member  
Stacy Dubov – Board Member  
Nicole Charette – Board Member  
Keara Smalls – Board Member

Nicia Fullwood, Shannon Riley were also present at the meeting. Guests in attendance, Heather and Jeanine from CSBM and DiJibril from J.P. Morgan Chase Bank. The Board Chair presided over the meeting and Diane Nathaniel recorded the minutes. All of the participants were able to speak and be heard and were deemed to be present at the meeting pursuant to the School’s bylaws.

After noting that a quorum was present, Dr. McKenzie called the meeting to order.

**Resolutions**

**401K Provider Presentation**

Stacy Dubov - Presenter

BELA will contribute 4% to employee’s 401K program.

1. The following motion was made to approve Slavic as our 401 K Provider.

**Motion:** Stacy Dubov

**Second:** Tiffany Rothenberg

**Vote:** Unanimous

**Motion Passes**

**February Minutes**



**BE LA**  
Brooklyn Emerging Leaders Academy

1. The following motion was made to accept the board minutes from February.

**Motion:** Tiffany Rothenberg

**Second:** Stacy Dubov

**Vote:** Unanimous

**Motion Passes**

### **General Updates**

Dijibril -Presenter, J.P. Morgan Chase Relationship Manager

Issue RE: Account Closing

- Finance committee – will review the paperwork and sign

### **Financial Report- CSBM**

Heather and Jeanine - Presenters

CSBM and BELA acknowledged the last day of contractual service will come to an end on 31March17

### **Board Chair Report**

Andre McKenzie - Presenter

- Dr. McKenzie shared the finance training was informative.
- He offered some tips for an effective board
- Recommendation to add an Accrual Accountant to the Board.

### **Governance Committee**

Alma Mends – Presenter

- Provided feedback on the survey.
- Suggestion made to add items that are informational in the School Leader report through email.

Nicia suggested changing **duration** to **time** on the agenda in an effort to keep track of the time spent on an agenda item.

### **Academic Committee**

Nicole Charette – Presenter



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Brooklyn Emerging Leaders Academy

- Nicole shared the assessments that will be used to Bucket our students during the Summer Institute.
- Students schedules and placement will be developed based on the results of their diagnostic and screener.

#### External Affairs Committee

- BELA hosted a meet and greet at a small business in the community for District 16, 17, 19 and 23 Guidance Counselors.
- St. John's Bread of Life will host a Welcome Reception for BELA at their facility on March 20, 2017 at 6:00 PM.

#### School Leader Report

Nicia Fullwood – Presenter

- 8 people hired
- 74 Students applied, District 16 Application comes out on Wednesday, March 9, 2016.
- Joint Hearing at FIT to confirm BELAS space at MS 57, March 22nd.
- April 19<sup>th</sup>, Admitted Student Event at Weeksville Heritage Center @ 5:30 PM,
- BELA received the FUSE Grant – 26,000.00. Out of 110 schools, BELA received top marks for their application.
- Letter of resignation from Dr. Carrera. He retired.

This concludes our formal approval portion of the meeting.

Adjournment: There being no further business to come before the Board, the meeting was adjourned at 8:04 P.M.

Respectfully submitted,

Diane Nathaniel  
Board Secretary



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APPROVED:

*André McKenzie*  
Dr. André McKenzie  
Board Chair

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