APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Board meeting

Date and Time
Wednesday March 25, 2020 at 5:45 PM

Location
Zoom Video Conference

This meeting of the Springfield Prep Charter School Board was held via conference call (Dial-in Number: (605) 475-4000 / Access Code: 781607) on 03/25/2020 at 5:45 pm. The meeting was held virtually due to the preventative school closure from 3/16/2020 to 4/6/2020 related to COVID-19 and Governor Baker's requirement to close all schools during this time. Meeting notice was posted on the school's website (www.springfieldprep.org) on 3/20/2020 at 10:25am.

Trustees Present
A. Grant (remote), A. Malone (remote), D. Morrin (remote), J. Pistorius (remote), J. Rosewell (remote), K. Molina (remote), R. Leonard (remote), S. Balogun (remote), S. Fuller (remote), T. Walker (remote)

Trustees Absent
None

Ex Officio Members Present
B. Spirer (remote)

Guests Present
M. Wagner (remote), N. Abramowitz (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

R. Leonard called a meeting of the board of trustees of Springfield Prep to order on Wednesday Mar 25, 2020 at 5:45 PM.

C. Approve Prior Board Meeting Minutes

S. Fuller made a motion to approve the minutes from Board meeting on 02-26-20.
S. Balogun seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comment, If Any

II. Executive Director Report

A. Impact of COVID-19 on School Operations

Bill discussed the impact of the school closure through at least May 4th due to Governor Baker's order for the prevention of the spread of COVID-19. He discussed both academic and operational concerns based on the memo provided. The Board discussed plans for students with special needs, meal service, and financial impacts. The Board discussed the DESE recommendation that schools continue to pay all employees, including hourly employees, through the school closure based on previously approved budget allocations. The Board agreed with the spirit of the recommendation but agreed that salary decisions should remain with management, especially in light of a highly fluid situation.

III. Facility Project items

A. Building Project Update

The Board reviewed the Building Project Dashboard. Bill provided an update on recently completed and upcoming actions in the renovation of the school. Meghan discussed upcoming spending related to the Building Project. The Board discussed the risks to the building project both in the short and long term due to the impacts of COVID-19, including potential delays in state/local government approvals and the start of construction.

IV. Committee Updates

A. Update on FY 21 Budget

Meghan discussed that the school will delay presenting the Board with the budget until April so that she can receive more detailed and updated projections on tuition revenue from DESE.

B. Review Monthly Financials

Tricia discussed that the financials are as projected, except for a change to the nutrition expenditures and reimbursements due to the temporary closure. This change does not have a net impact on the school's financial position. The school doesn't project any significant additional expenditures or savings due to the temporary closure.

V. Closing Items

A. Next Board Meeting

The next scheduled board meeting is on Wednesday, 4/29/20 at 5:45 pm. This meeting will also be held via videoconference due to the school's temporary closure.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,
B. Spirer

Documents used during the meeting

- Memo to Board re COVID-19 - 3.25.20.pdf
- SPCS status update memo 3.25.20.docx
- 2020_03_18 SPCS Building Project Dashboard with Finance Update.pdf
- SPCS Blue Hub Requisition #1 03 17 2020.pdf
- 6. SPCSFY20 February Grants.pdf
- 2. SPCS FY20 February Summary.pdf
- 1. SPCS FY20 February Details.pdf
- 4. SPCS FY20 February SNP (1).pdf
- 3. SPCS FY20 February Friends.pdf
- 5. SPCS FY20 February Cash Flow.pdf