APPROVED

Bridge Preparatory Charter School

Minutes

Executive Committee Meeting

Date and Time
Monday January 7, 2019 at 9:00 AM

Location
Conference call - Tel #: 605.472.5696 Pin: 402835

Committee Members Present
George Winn (remote), Laura Timoney (remote), Laurel Gyimesi (remote), Rose Kerr (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Laura Timoney called a meeting of the Executive Committee Committee of Bridge Preparatory Charter School to order on Monday Jan 7, 2019 at 9:05 AM.

C. Approve Minutes

Laurel Gyimesi made a motion to approve minutes from the Executive Committee Meeting on 12-04-18 Executive Committee Meeting on 12-04-18.
Rose Kerr seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Executive

A. Review Executive Director's update

501c3 - Should be completed by this weekend.
Hiring - Hiring call happened and waiting on job specs to be posted. They should have been reviewed by Little Bird.
Payments/writing checks - T. Castanza to provide a check request form and invoice to BoostEd who will make payments. G. Winn to email Josh re: journal entry for reimbursements.
DYCD Grant - What grants are there other than DYCD? We need to get an overview from Tim on all grants. L. Wedinger in contact with someone regarding after school soccer program grant.
CSP Grant - Submitted and accepted by the State. One item left is submitting the M/WBE plan.
Missing from the ED's update were:
Website - Still need more inclusive first page and apply now button.
Student Recruitment - we need a full update in writing.

B. Update on Policies & Procedures

Financial policies and procedures - appendices need to be added and T. Castanza to get to Exec Committee in final form by 1/9/19.

C. Financial Documents

December Financials - G. Winn has to review.

D. Bylaws and Board Member Participation

It was discussed that all board members need to contribute and be participatory. L. Timoney to reach out to members who have missed more than one meeting to find out their ability in both areas. Law firm working on 501c3 recommended clarity and some changes to bylaws. L. Wedinger to review bylaws and if changes need to be made, that they be done before recruiting new members.

E. Create Executive Committee Goals

The goal of the executive committee is to put a solid foundation in place

F. Discuss Agenda for January Board Meeting

Standard agenda for meeting with addition of possible bylaw amendment and clarity of bylaws.

III. Other Business

A.

Academic Committee

R. Kerr reported the Academic Committee met in December. There was a high level review of curriculum, sequence of learning and what supports that. They created postings for DTL and DSI.

B. Co-Founder Status

G. Winn wants to designate R. Kerr and L. Timoney as Co-Founders.

IV. Closing Items

A. Adjourn Meeting

Rose Kerr made a motion to adjourn the meeting.
George Winn seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:42 AM.

Respectfully Submitted,
Laura Timoney