APPROVED

Bridge Preparatory Charter School

Minutes

Executive Committee Meeting

Date and Time
Tuesday June 4, 2019 at 4:00 PM

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 Tuesday Jun 4, 2019 at 4:00 PM.

C. Approve Minutes

We will approve minutes at next Exec Committee Meeting. No vote.

II. Executive Committee Items to Review

A. Policies

Policies - We are going to tell ED to hold on some policies until the July meeting so we can review more thoroughly. The Student and Family Handbook encompasses most polices which we are voting on in July.
Immunization - We have asked respective families to apply for a religious exemption to immunizations based on our now approved policy.

B. Meeting with BoostEd Update

The service agreement BoostEd sent was not redlined and there was a significant change in fee. We need to compare the current agreement to the new one since the scope has changed with district school billing and accounts payable - which the school will be doing in house.

C. Executive Director's Progress

ED and Family Coordinator will be attending training for school district billing. The goal is to move this function in house and we were promised support by Ingrid at BoostEd and NYC DOE. ED to go back to BoostEd to get redlined original service agreement with new fee removing school district billing and accounts payable from the agreement.

D. Review Agenda for June Board Meeting

Add voting items and trademark for EC Update

III. Other Business

A. Trademark School Name

We received a letter regarding a trademark infringement but it was not from a law firm. L. Gyimesi to call sender and learn more. We may also want to ask our retained law group if they have a trademark practice to seek their advice.

B. Hiring

There was a hiring and staffing conversation with the ED. ED may want to add an additional school aide to work in the office to assist with school related matters as well as look at hiring a seasoned consultant 1x week to assist with purchasing, billing, A/P, invoicing, inventory, etc. Also, add responsibilities to the Family Coordinator and give her a raise to reflect increased responsibilities. Aside from that, there will be no raises in salary. This is just a shift in allocated salaries we are not hiring and will not cost any more than what was budgeted for in terms of staff salaries.
ED is actively hiring teachers and associate teachers and still unclear if a DSI will be hired or if a special education teacher will be promoted to that role.

IV. Closing Items

A. Adjourn Meeting

Rose Kerr made a motion to adjourn the meeting.
Laurel Gyimesi 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 5:45 PM.

Respectfully Submitted,
Laura Timoney