APPROVED

Bridge Preparatory Charter School

Minutes

Executive Committee Meeting

Call in 646 558 8656 US (New York) Meeting ID: 159 202 286 Password: 873058

Date and Time
Monday April 6, 2020 at 8:30 AM

Location
https://zoom.us/j/159202286?pwd=eUZ0RlZYVnk1bCtjVFlEVThaWWFnZz09
Call in 646 558 8656 US (New York) Meeting ID: 159 202 286 Password: 873058

Committee Members Present
George Winn, Laura Timoney, Laurel Gyimesi, Maria Casale, Rose Kerr

Committee Members Absent
None

I. Opening Items

A. Record Attendance

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 Apr 6, 2020 at 8:40 AM.

C. Approve Minutes

Laura Timoney made a motion to approve the minutes from Executive Committee Meeting on 03-02-20.
Rose Kerr seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Executive

A. Check in on Committee Members

All committee members are doing well. Welcome to M. Casale who joined the Executive Committee.

B. Bridge Prep under Closure Status

There have been calls with NYSED. There should be full reimbursement for school sessions under the 180 day waiver in effect per Governor's order until 4/15/20. NYS does not recognize remote instruction. Any spring break due to happen before 4/15/20 is cancelled. Bridge Prep will use Superintendent days. We have no access to DOE campus. Remote Learning + Attendance = Justify reimbursement.
3/16- first week students were home but had work packets.
3/23 - remote learning began with varying degrees of sign on. ED is maintaining attendance statistics. Parent follow up is happening if students are not signing on. There can be compliance issues especially with younger students
4/6 - in person remote learning and some live teaching vs. video taped, which is what happened last week. Each teacher will do 1 hour of live video and compare attendance results. ED wants to go to full live teaching. Students need interactive SEL work like this too. ED said SETSS is happening and school is in compliance.
We need a status on remote learning + content areas, IEP services, attendance, and documentation of efforts to address issues.
Google Classroom enables us to document. HMH Suite across the board is available through Google Classroom.
Plan beyond 4/20 - TBD as we cannot access DOE campus. Recommend a call with ED this week.

C. Lottery/Admissions

Lottery is tonight 4/6. Master sheet has been created. No lottery for 1st grade and all students will be admitted. There will be a lottery for 2nd and 3rd grade. All siblings get in. We will over offer seats. Many students fall into priority #2: D31 student + dyslexia. Need further discussion on possible 3rd grade holdovers. G. Winn wants to understand more about the students with services.

D. Executive Director Review

Was due to happen 3/21/20 and had to be put off. We will revisit in a few weeks.

III. Governance/Board Development

A. Develop Protocol for School Counsel

School Counsel protocol shared and all feedback should be sent to L. Gyimesi. Once final, the protocol will be added to the procedures manual. This does not require a board vote.

B. Add 5th Executive Committee Member

Maria Casale has accepted the appointment to the Executive Committee. Welcome Maria and thank you.

C. Board Recruitment

Parent member is at a standstill with all that is going on. Waiting on background check. We have some recommendations from Ed Burke we are following up on. We will invite potential members to Board Meeting via Zoom.

IV. Finance

A. Update on Budget

On 4/3 there was a Finance Committee meeting via Zoom where ED and BoostEd walked us through the budget. Staffing plan is the biggest item with recommendations for salary changes and adding one position one year ahead of schedule. We need a separate staffing plan with change in personnel documented in a meaningful way. We need an org chart, job descriptions and an understanding about staff retention. Finance committee needs a list of contracts and vendors who can provide services in a remote environment. With the proposed shorter school day, we may need after school.

B. Schedule Finance Committee Meeting

We will schedule a finance committee meeting after receipt of the staffing plan and aligned to the budget no later than Friday. By COB Wednesday, G. Winn will get the staffing plan and review with finance + executive committee to see where we go with the staffing plan. Executive Committee will meet before calling ED. Finance meeting scheduled for Friday at 8:30am. R. Kerr to send UFT salary information.

V. Academic

A. Update on March 5th Academic Meeting

Detailed minutes were provided in the packet. A remote learning plan was uploaded to the NYSED portal. ED to share plan with Executive Committee. NYSED is confident we can justify remote learning. Do they think attendance will be part of that? We have to do as much as possible but be prepared if we fall below a certain percentage and perhaps align with DOE. Google Classroom can capture attendance and contact. Dashboard - we need to be able to track in this environment. One concern raised is 3rd grade scores next

year. We were on such a good trajectory before this happened. Next Academic call is planned for this Thursday at 8:30am.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:31 PM.

Respectfully Submitted,
Laura Timoney