APPROVED

Bridge Preparatory Charter School

Minutes

Board Meeting

Date and Time
Wednesday July 22, 2020 at 7:00 PM

Location
Laura Timoney is inviting you to a scheduled Zoom meeting.
Join Zoom Meeting
https://us02web.zoom.us/j/85362866716?pwd=SVFOUzNFdUN5ekhoVytsanFtWWkxZz09
Meeting ID: 853 6286 6716
Password: 152827
Dial by your location: 646 558 8656 US (New York)
Password: 152827

Trustees Present
Amy Margolis (remote), Azalia Volpe (remote), Frank Santarpia (remote), George Winn (remote), Laura Timoney (remote), Laurel Gyimesi (remote), Maria Casale (remote), Rose Kerr (remote)

Trustees Absent
None

Trustees who arrived after the meeting opened
Amy Margolis

Guests Present
Alayna Quattrocchi, Francesca DiCanio, Rose Marie Illuzzi (remote), Tim Castanza (remote)

I. Opening Items

A.

Call the Meeting to Order

Laura Timoney called a meeting of the board of trustees of Bridge Preparatory Charter School to order on Wednesday Jul 22, 2020 at 7:01 PM.

B. Record Attendance and Guests

Amy Margolis arrived.

C. Approve Board Minutes

Laura Timoney made a motion to approve the minutes from Board Meeting on 06-17-20.
Azalia Volpe seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve ED Evaluation Minutes

Laura Timoney made a motion to approve the minutes from Executive Director Evaluation on 06-26-20.
Rose Kerr seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Welcome

R. Kerr welcomed all.

II. Board Development & Governance

A. Conflict of Interest Attestation

A Conflict of Interest attestation and NYSED financial disclosure form were provided to all board members. The COI needs to be completed retrospectively for the 19/20 SY and prospectively for the 20/21 SY. Please submit all 3 completed forms to L. Timoney and copy T. Castanza.

B. Trustee Job Description

A trustee job description was shared with the board. A. Volpe suggested adding wording regarding social media and views of a board member are their own opinion and are not representative of the board. It was also stated that a non-disclosure clause will be added. The finalized job description will be shared with the board to sign.

C. Committee Update

The Committee determined that both the COI and NYSED Financial Disclosure form were necessary to be completed.

III. Executive Committee

A.

Committee Update

The work of the Task Force has been finalized with the evaluation, salary proposal and staffing plan.

IV. Finance Committee

A. Committee Update

Met on 7/15 and discussed the budget refresh. T. Castanza and BoostEd continue to update and will have for next board meeting. The budget was uploaded to the State by 6/30/2020. Insurance costs were higher but there were savings in other areas. The PPP loan is being converted to a grant for forgiveness. Line of Credit is needed for liquidity and the demand note of $100k was paid. Register of contracts anticipated to be shared with committees and review process between 3rd quarter 2020 - 1st quarter of 2021. Payroll variance is being resolved. Audit and tax schedule will be shared when happening. Audit is required by the State retrospectively.

V. Academic Committee

A. Overview of Opening Plan

Opening plan is underway. The new DTL Joelle & T. Castanza are working with their team meeting NYSED requirements included in the opening plan/structure.

B. Dashboard Update

The emphasis is on opening school safely and getting instruction moving. Opening assessments will be discussed after the school is open. There are no assurances regarding state testing yet. MAP will be used.

VI. Executive Director

A. Executive Director's Report

Second billing will happen by next Friday July 31 and is based on projections.
Signature Bank opened the portal and required documents have been submitted for loan forgiveness.
NYSED is giving LEA's funding from CARES Act based on number of students the district serves. The expected allocation is $13,076 and application will be submitted.
Payroll discrepancy is resolved in HR files.

B. Re-Opening Plan

Instruction and support services continued even after school was closed in March. The return to school plan will be submitted to NYSED and decision will be made on 8/6/2020. We have leeway from the State and can update the plan up to the opening of school. NYSED has several pillars which can be found

here: http://www.nysed.gov/common/nysed/files/programs/reopening-schools/nys-p12-school-reopening-guidance.pdf
We must abide by NYC DOE rules about social distancing and access to the building.
Mandated by LEA and DOH to submit plan by 7/31/2020 and NYSED guidance was given last week.

We will have blended learning that is safe, socially distant in-person instruction and robust virtual instruction. There will be three student cohorts:

1. Bold: In person Tuesday/Wednesday
2. Bright: In person Thursday/Friday
3. Unique: all virtual

Mondays will be virtual for all to assure deep cleaning. New OG concepts will be taught on Monday.
Swivl technology will be used for remote instruction.
https://www.swivl.com/classroom-setup/
There will be 5 hours of live teaching of core subjects including two hours of math, one guided reading, one ELA and one live OG. Social studies will be an online model, Science and CTL will be done in person twice a week, and there will be virtual field trips.
T. Castanza will share the final schedule with the board.
Health & Safety: capacity is 60 square feet/student, masks are required, temperature screening, isolation room/safety room.
Facilities: It will cost $150K for construction and ED has requested renderings of space redesign. There will be two large spaces in the front of the building with sliding glass doors. Special materials were ordered for ventilation.
The construction may not be completed by start of school. Virtual Family orientation is on 9/8/2020 and the first day of school is 9/9/2020 and will be virtual.
After consulting with the school's legal counsel on live streaming, policies will be updated in the handbook.

C. Monthly Financials

Distributed but not reviewed.

D. FY 20-21 Budget Overview

Submitted to State by 6/30/2020

VII. Public Comment

A. Public Comment section

A. Quattrocchi modeled the clear fabric mask they have been testing for instruction.

VIII. 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 8:07 PM.

Respectfully Submitted,
Laura Timoney
Motion made by L. Timoney and seconded by G. Winn

Next Board Meeting: August 19th @ 7pm