APPROVED

Bridge Preparatory Charter School

Minutes

Executive Committee Meeting

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

Location
Dial in: (701) 802-5114
Passcode: 5094595#

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

Committee Members Absent
Maria Casale

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 Jul 6, 2020 at 8:34 AM.

C. Approve Minutes

Laura Timoney made a motion to approve the minutes from Executive Committee Meeting on 06-01-20.
George Winn seconded the motion.
The committee **VOTED** unanimously to approve the motion.

D. Approve Task Force Minutes

Laura Timoney made a motion to approve the minutes from Task Force Meeting - ED Evaluation on 06-30-20.
Laurel Gyimesi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

E. Welcome from Chair

Good morning and want to acknowledge the work or the task force and the conclusion of the task force. The continuation letter was received late yesterday and will be covered at the end of the meeting.

II. Executive

A. Conclusion of the Task Force

L. Wedinger had a further conversation with T. Castanza. He is investigating professional development opportunities and he will provide documentation to Exec Committee. At other schools, executives must stay for a year or pay back cost of education or executive development. G. Winn suggested looking at PD for admin team and invest in employees within reason. Continuation letter stated $125K and at-will employee.
R. Kerr asked G. Winn to make sure salaries are correct in the budget. G. Winn will get documentation for salary and payroll procedures. After payroll error is understood, we will look to automate. This will be discussed in Finance Committee along with contract register. Meeting moved to July 15th. Task force items are complete and will be dissolving. Professional development will be taken up in committee.

B. Discuss formation of ED Evaluation for 20/21 SY

BoardOnTrack has offered to walk us through setting up the CEO Evaluation. We will aim for a call the week of July 13th for a call with BoardOnTrack.

C. Finalize Board Agenda for July 22 meeting

Agenda finalized with two sets of minutes for upcoming board meeting.

D. Committee Goals

L. Timoney asked all committees to think about committee goals for the new school year.

III. Other Business

A. Continuation Letter

The letter was read to the Executive Committee. Changes will be made to the letter including: addition of Chair's signature, indicate acceptance by signing and returning this letter within 5 business days, CEO title changed to ED, 12 month employee, and write out the full year. It will be finalized in PDF, sent to ED and shared to Exec Committee when it is fully executed by ED and Chair.

B. School Mentor

R. Kerr has officially concluded the board relationship with the school mentor but he may continue on with T. Castanza at the school level. The board will issue a letter of thanks to S. Cucchia.

C. DTL

J. Pirraglia has officially left the school. The board will provide her a letter or reference and thanks.

IV. 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 9:14 AM.

Respectfully Submitted,
Laura Timoney