APPROVED

Bridge Preparatory Charter School

Minutes

Executive Committee Meeting

Date and Time
Wednesday October 14, 2020 at 8:00 AM

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

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

Committee Members Absent
None

Committee Members who arrived after the meeting opened
Maria Casale

Committee Members who left before the meeting adjourned
George Winn

I. Opening Items

A. Record Attendance

Maria Casale arrived.
George Winn left.

B. Call the Meeting to Order

Laura Timoney called a meeting of the Executive Committee Committee of Bridge Preparatory Charter School to order on Wednesday Oct 14, 2020 at 8:03 AM.

C. Approve Minutes

Laura Timoney made a motion to approve the minutes from Executive Committee Meeting on 09-07-20.
George Winn seconded the motion.
The committee **VOTED** unanimously to approve the motion.

D. Welcome from Chair

The main focus is to put the CEO/Ed evaluation into motion.

II. Executive

A. School Reopening

Navigating technology and keeping students engaged is challenging with onsite and offsite students. Professional development continues in that area.
Baseline assessments are being conducted (F&P and OG).
Academic Committee is meeting this week to focus on dashboard presentations and timing of data sharing to the Board.
Lesson plans under Danielsen framework and coaching is actively happening.

B. Discuss CE0/ED Evaluation for 20/21 SY

A summary document of the ED's 2019/20 evaluation and the CEO/ED evaluation for this year was in the packet. This will be shared with the ED and request any input by 10/23 and establish ED check in meetings. November was decided upon as the first milestone check in and to provide feedback in areas of focus which may include board communications, finance and academics. These meetings should be fluid and consistent and be clear in terms of feedback. The Executive Committee will function as the CEO/ED support committee + any board members who wish to join.

C. Staff Handbook/Leave

There are two outstanding items. An appendix which will be reviewed by the Academic Committee and Parental and Childcare leave. A call is being scheduled with TriNet (formerly LittleBird) so the board can be briefed on leave in terms of marketplace trends, laws and financial implications. October 28 @ 3pm is the target and bring this to the board for a vote in November.

D. Finalize Agenda for October Board meeting

Votes on the audit and student data privacy. Agenda will go out today and information uploaded.

III. Finance Committee

A. Update

Draft of auditors report coming out and we are in good shape. 10/14 is the call with the auditors and the board vote will be at the October board meeting. Month end final counts and school census will be complete and an updated budget prepared for the November board meeting.

IV. Governance Committee

A. Update

Board email protocols and student data privacy were discussed at the committee meeting. Our student data vendor states we are in compliance with the law. They will put this in writing to be presented at the board meeting for a vote.

V. Academic Committee

A. Update

Director of Teaching & Learning - they are holding on hiring this role and responsibilities are being shared by leadership team. M. Petrone is working with teachers on lesson and unit plans and coaching. All other aspects of the role are being handled by the assessment coordinator and oversight being handled by ED and Director of Operations. This role is still a valuable part of the school and should be filled at some point. This role is part of the school structure in our charter. There is a call to discuss dashboard and it can not include the DTL role and will report out at the Board meeting.
Special Education - reconciliation is done and NYS owes the school $4,500. We are good on compliance after IEPs reviewed and audited by NYS.
Attendance is good while busing remains a challenge with new students not routed as of yet.

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 8:49 AM.

Respectfully Submitted,
Laura Timoney