APPROVED

Bridge Preparatory Charter School

Minutes

Board Meeting

Date and Time
Wednesday January 20, 2021 at 7:00 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/85362866716?pwd=SVFOUzNFdUN5ekhoVytsanFtWWkxZz09
Meeting ID: 853 6286 6716
Passcode: 152827
Dial by your location
646 558 8656
Meeting ID: 853 6286 6716
Passcode: 152827

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

Trustees Absent
Amy Margolis, Azalia Volpe

Guests Present
Kathy Baldassano (remote), Rose Marie Illuzzi (remote), Tim Castanza (remote), Tom Barlotta (remote)

I. Opening Items

A. **Record Attendance**

B. **Call the Meeting to Order**

Laura Timoney called a meeting of the board of trustees of Bridge Preparatory Charter School to order on Wednesday Jan 20, 2021 at 7:03 PM.

C. Approve Minutes

Laura Timoney made a motion to approve the minutes from Board Meeting on 12-16-20.
Rose Kerr seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Welcome

Welcome 2021 and a New Year.

II. Committee Reports

A. Executive Committee

The committee function and members were described. The committee is finalizing the parental leave policy, ED support and evaluation process. All committees reported out and ED spoke about school restructuring for in-person learning.

B. Finance Committee

The committee requested the ED advise as to the timing of delivery of the payroll variance report, the investments report, the annual transaction report and the grants management and compliance report. The committee also asked when the ED would be able to deliver an updated budget for the current fiscal year for the board. These reports help us fulfill the governance role with NYS administration. We will be commencing the upcoming budget process through reverse engineering. Items for renewal, like contracts, come to us through committee or automatic renewal. We will also be looking at the staffing plan, including current year, which will be presented, vetted and approved as necessary.

C. Board Development & Governance

The committee continues to work on board development, outreach and recruitment, and has a 60 day goal of developing interest.
Through committee consensus, we recommend retaining an administrative assistant to help with committee work and minutes. The funds are allocated in the budget and this would be a time saving measure and help the board tremendously.

D. Academic Committee

The committee discussed the school schedule changes, the new DSI and RTI process, attendance, special education mandates, and hiring academic content-based coaches especially in math and additionally in reading. The academic dashboard and this month's F&P assessment and all assessments (MAP and O&G) including aggregating,

disaggregating, implications and actions. There will be a special board meeting to present this critical academic data to inform the board on Feb 23rd @ 7pm.

E. Facilities Subcommittee

There are no concerns about a DOE plan being approved to expand space but it has been delayed due to Covid vaccine sitings. Formal public engagement anticipated for the end of January/February for an April PEP vote. DOE proposal will be for next year and through end of the charter term. The facilities subcommittee will plan a meeting in the next 10 days. NOTE: The Governor's budget is proposing to remove facilities funding portion, i.e. rental assistance for charter schools.

III. Executive Director Update

A. ED's Report

Guided reading program being implemented in February after professional development for teachers.
In-person instruction will be moving to 4 days per week for blended learners with the same space requirements. It will be rolled out from 1/19-2/9 beginning with 1st grade, then 3rd, then 2nd grade.
Bridge Prep's building will be treated separately in Covid case reporting for closures from Petrides.
Admissions process changed slightly due to Covid and clarifying language added to application regarding grade applied for, using the school's promotion policy in determining grade if needed. A task force meeting will be held on 1/21 @10:30am. Admissions will close on 4/1/2021 and a lottery will take place on 4/5/2021.

B. Teacher Survey Results and Recommendations

A survey was conducted in November and responses analyzed and categorized by culture, organizational structure, comp & benefits, and academic operations. Minor changes implemented regarding academics with lesson planning, guided reading, etc. ED will come to committees directly with more detailed feedback to find possible solutions.

C. Monthly Financials

Transaction report from 7/1/2020-12/31/2020 shows money spent and priorities.
Q. Are investment opportunities being explored based on cash surplus? A budget refresh will be provided to finance committee with expenses through year end.

IV. Votes

A. Handbook Exhibit C

Laura Timoney made a motion to approve Exhibit C of the Handbook.
Rose Kerr seconded the motion.

This is for internal staff use. Must be proofed for format errors and hyperlinks, language changes should reflect actual practice (ie two day to four day in-person learning).
The board **VOTED** unanimously to approve the motion.

V. Other Business

A. New Business

Special Board meeting on 2/23 @ 7pm for academic analysis.
The month of February marks 100 days of school and there are celebrations planned. ED will reach out to board for involvement.
World Read Aloud Day - will be virtual and may include outside guest readers.

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 8:00 PM.

Respectfully Submitted,
Laura Timoney