APPROVED

Bridge Preparatory Charter School

Minutes

Academic Committee Meeting

Date and Time
Tuesday October 6, 2020 at 6:00 PM

Location
Dial-In 701-802-5114; access code 5094595#

One of the agenda items is to consider moving this meeting to the second Tuesday of the month. Please consider this ahead of our meeting on October 6th.

Committee Members Present
Maria Casale (remote), Mary Petrone (remote), Rose Kerr (remote), Tim Castanza (remote)

Committee Members Absent
Amy Margolis, Steve Cucchia

Guests Present
Alayna Quattrocchi (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Rose Kerr called a meeting of the Academic Committee Committee of Bridge Preparatory Charter School to order on Tuesday Oct 6, 2020 at 6:05 PM.

C. Approve Minutes

Mary Petrone made a motion to approve the minutes from Academic Committee Meeting on 09-08-20.
Maria Casale seconded the motion.
The committee **VOTED** unanimously to approve the motion.
Mary Petrone made a motion to approve the minutes from Academic Committee Meeting 09-08-2020.
Rose Kerr seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Academic

A. Re-Opening Status/Remote and Blended Learning

- **Blended Learning** model is presenting a pedagogical-practice challenge for teaches. In most cases the issues arise when half of the cohort of students are on-site at school and half are receiving instruction remotely. Added to this, technology glitches and an attitude of "casualness" from the home environment have come into play as the entire school community works hard to kick-start the new-norms of this school year.
- **Teaching and Learning-**The administrative team is analyzing the areas requiring more training and establishing procedures for staff support. These include lesson-plan coaching, informal observational guidance and cycles in The Danielson Pedagogical evaluation model, zoom visits, professional development, weekly Staff Meeting and written feedback on how to enhance professional practice. Collegial peer support is also being structured. Mary Petrone was recognized for her efforts in assuming administrative/consulting/teacher coaching and professional development duties; especially in light of abrupt and quite unexpected resignation of the the newly hired Director of Teaching and Learning.
- **Operations-**Executive Director, Castanza indicated that Director of Operations (DOO) Ebanks has been extremely valuable addressing busing issues, tech support, ordering materials and resources, and developing opening/school procedures and schedules; as well as whatever concerns arise on a daily basis.

B. Related Topics

- **Busing-** This remains one of most impactful operational concerns in kicking off the school year. To date, there remain students who still have not been issued correct bus routes. This is a hardship among families arranging transport to school. The administrative team continues to work hard to resolve these issues with OPT.
- **Student Attendance-** The Exec. Dir. reported student attendance has thus far been good, especially when a student who cannot report to school due to a transportation issue, for example, they can still attend school remotely. The administrative team have done outreach, and have made contact with families

whose student has not logged into remote learning. The focus for these students will be to return to in-person/remote learning as soon as possible.

III. Assessments and Dash Board Report

A. DashBoard

Dash Board Data- Procedures are being implemented that will capture, analyze and record data from three major student assessment instruments. These are: MAP, F&P and OG. A chart will be created that will identify when assessment baseline data is completed and when growth data will be available for particular assessments. In turn the data will be presented to the BOT for each assessment cycle. To add to cyclical reporting, monthly reporting will include student and staff attendance, disciplinary data, and student enrollment. The chart and a final draft of the Dash Board was not presented at this meeting, however the Exec. Director indicated it will be completed for the November Academic Committee meeting and presented then.
Staff Handbook Appendix C- Discussion of this item will be postponed until school-level personnel re-write portions of this section.

B. Vote to Move Academic Committee Meeting to 2nd Tuesday of Month

Rose Kerr made a motion to Move Academic Committee Meeting to 2nd Tuesday of month at 6pm.
Mary Petrone seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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 7:15 PM.

Respectfully Submitted,
Rose Kerr