



## Brighter Choice Charter Schools

### Minutes

#### Board of Trustees Meeting

Remote due to Covid19 closure

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#### Date and Time

Thursday May 7, 2020 at 8:30 AM

#### Location

Due to the statewide mandated covid-19 closure this meeting will be held remotely, via Zoom.

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#### Trustees Present

M. Snyder (remote), N. Maresca (remote), N. Velilla (remote), R. McLaughlin (remote), T. Hanmer (remote), Z. Nelson (remote)

#### Trustees Absent

S. Wallace

#### Guests Present

J. Sherman (remote), K. Ford (remote), L. Licygiewicz (remote), Paul Augello, S. Jahn (remote), T. Stutsrim (remote)

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday May 7, 2020 at 8:31 AM.

**C. Approve Minutes from the April 23, 2020 Board of Trustees meeting**

T. Hanmer made a motion to approve the minutes from Board of Trustees Meeting on 04-23-20.

R. McLaughlin seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Finance**

**A. Payroll Protection Program**

Paul Augello explained the requirements of the Federal Small Business Administration's Payroll Protection Plan. This loan would cover the costs of payroll and help BC maintain staffing levels. The school is already in compliance with these requirement as no staff has been terminated nor furloughed. If the application is approved and the funds received, these funds will be treated as a loan until and if the Board of Trustees decides to use it as a grant.

R. McLaughlin made a motion to approve proceeding with the application for the PPP.

N. Maresca seconded the motion.

This application will be submitted to the schools' bank, Berkshire Bank.

The board **VOTED** unanimously to approve the motion.

**B. Signing Authority**

Z. Nelson made a motion to grant approval to Martha Snyder, as Board of Trustees President, to sign on behalf of the schools.

N. Maresca seconded the motion.

The board **VOTED** unanimously to approve the motion.

**C. Budget for SY 2020-21**

Paul Augello shared the draft budgets as well as the Revenue and Expense assumptions for SY 2020-21. Many unknowns exist as NYS has cut per pupil funding and has announced that these funds will be reconsidered and likely changed during the school year.

Discussion ensued regarding staff salaries as well as the desire and costs associated with maintaining staffing levels.

Paul Augello pointed out the the capital budget could be used for purchasing Chromebooks for scholars to use during the remote learning. He also suggested that the schools discuss, with Dan Pasek, using Title funds for these need.

N. Maresca asked about the budgeting process and it was explained, by P. Augello and M. Snyder that the budget is due June 30 and can be amended during the school year, as needed.

Discussions will continue during subsequent meetings until the budget is approved.

#### **D. Grants**

Marcy Stryker has identified two potential grants and sent a copy of her contract for signing. L. Licygiewicz will work with M. Stryker during this application process.

R. McLaughlin made a motion to approve the contract with Marcy Stryker for her grant writing services.

N. Maresca seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **E. YTD Financial Report and A/R update**

Tabled.

#### **F. 403b**

Tabled.

### **III. Governance**

#### **A. Charter Renewal**

K. Ford shared that she recently had a remote "visit" with Laura Hill from NYSED. She, her Assistant Principal, Mary Kolb and Instructional Coach, Meghan Balling participated. She shared BCCSG's Continuity of Instruction plan with L. Hill. In addition, L. Hill made some suggestions regarding recruitment of SWD. K. Ford will ask the Paseks to add these suggestions to the schools' renewal application narrative section.

M. Snyder and other Trustees also spoke with Laura Hill regarding various renewal considerations.

#### **B. Covid-19 Plans**

Remote instruction continues. Some increases in participation noted after distribution of the Chromebooks. The schools have changed the manner in which Trimester 3 is graded and this was communicated to families - that participation in remote learning sessions as well as packet completion will be the basis for T3 grades.

The Principals were asked to collect data on the overlap between remote participation and packet completion. Are these the same scholars?

### **IV. Academic**

#### **A. Summer 2020 Instruction**

Funds have been allocated in the budget for in-person summer instruction. In addition, the Principals have begun to plan for the possibility of remote instruction continuing during the summer 2020. They believe it would be necessary for the school to provide Chromebooks or laptops for every scholar.

Discussion occurred regarding the tentative plan and how to decide which scholars would participate and which staff would be willing to work during this period. They will consider sending a survey to families and staff to aid in planning.

M. Snyder pointed out that there are funds budgeted for Professional Development and that this can be offered to staff regarding planning and delivering remote instruction.

#### **V. Closing Items**

##### **A. Future Agenda Items**

Finance:

- > SY 2020-21 Budget
- > YTD Financials
- >PPP
- > 403B
- > Grants

Academic:

- > covid-19 Remote Instruction
- > Summer 2020 Instruction
- > Recognizing staff work during pandemic
- > 5th grade Graduation

Governance:

- > Renewal

##### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:07 AM.

Respectfully Submitted,  
Z. Nelson