

APPROVED



Brighter Choice Charter Schools

Minutes

Governance Committee Meeting

Remote due to Covid19 closure

Date and Time

Wednesday March 25, 2020 at 8:30 AM

Location

Pursuant to Governor Executive Order No. 202.1 issued 3/13/2020, the Open Meetings Law requirements for school board meetings have been temporarily modified, for through April 11, 2020, as such: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public inperson access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed."

Committee Members Present

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

Committee Members Absent

N. Velilla, S. Wallace

Guests Present

K. Ford (remote), K. Mclean (remote), L. Licygiewicz (remote), S. Jahn (remote), T. Stutsrim (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Snyder called a meeting of the Governance Committee of Brighter Choice Charter Schools to order on Wednesday Mar 25, 2020 at 8:37 AM.

II. Governance

A. Approve Minutes from February 13, 2020 Governance Committee meeting

T. Hanmer made a motion to approve the minutes from Governance Committee Meeting on 02-13-20.

Z. Nelson seconded the motion.

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

B. Approve Minutes from February 13, 2020 Governance Committee Executive Session

Tabled until hard copies can be distributed to Trustees.

C. Approve Minutes from March 12, 2020 Governance Committee meeting

T. Hanmer made a motion to approve the minutes from Governance Committee Meeting on 03-12-20.

M. Snyder seconded the motion.

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

D. Charter Renewal(s)

Given that the NYS 3-8 assessments have been suspended, the test scores cannot be considered as evidence for renewal. Instead there will increased focus on four areas:

- * past test scores
- * recruitment and enrollment of special populations
- * financial health
- * governance, including the Covid-19 Plans

As of right now, the first step of the application process is due in Aug., 2020.

In place of any NYSED visits, virtual check-ins will occur, via telephone or on-line conferencing.

E. Grant Application/Support

M. Snyder shared that in light of the current situation technology may be a particular area of focus for grant funds. She will invite M. Stryker to a future meeting.

This area will be discussed further at future meetings.

F. Strategic Planning / Board Development

Tabled.

G. Covid-19 Plans

"Continuity of Education Plan"

M. Mclean and K. Ford shared their respective "Continuity of Education" Plans:

* Both schools created suggested daily schedules and packets of 2 - 4 weeks of instructional materials and activities. These were mailed to families. For SWD and ENL, the packets were differentiated or modified. Parents/caretakers are asked to sign the packets, attesting to the amount of time spent on instruction/reading.

* Both schools continue to use the same on-line software used in school, to enhance instruction.

* BCCSG has created an YouTube channel where teachers post lessons.

* SpEd teachers and ENL teachers are reaching out by phone to their respective scholars and families to address any concerns.

* School Counselors are conducting telephone check-in sessions.

Students who receive Speech and Language services are doing so via telephone sessions with the teacher for Spotted Zebra.

* All teachers, at both schools, are documenting any communication with families and scholars - who they spoke to, when, what was discussed, etc. If an attempt is unsuccessful, they are documenting why ("no answer", "bad number", etc.)

"Child Nutrition Plan"

L. Licygiewicz reported:

The application to use the Child Nutrition funds was submitted and approved on March 13, 2020. Distribution of "Grab & Go" breakfasts and lunches began on Monday, 3/23/2020. Families can come to the school from 8 AM - 10 AM. Staff from Revolution Foods prepared the foods. Thus far, there has been very low participation so he has ordered fewer meals and will continue to monitor the numbers needed.

Revolution Foods will be sending an amended contract, given the circumstances.

S. Jahn reports that the net cost hasn't changed - there is higher cost but fewer meals. HE also suggested that we might reach out to other districts of our scholar to partner re: meals for out of Albany families.

M. Snyder and T. Hanmer both expressed appreciation of the work being done by the school staff during this trying time.

III. Closing Items

A. Future Agenda Items

- * Strategic Planning/Board Development
- * Renewal
- * Grants
- * Covid-19 Plans
- * K. Mclean's upcoming Maternity Leave

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:12 AM.

Respectfully Submitted,
Z. Nelson