

APPROVED



Brighter Choice Charter Schools

Minutes

Board of Trustees Meeting

Remote due to Covid19 closure

Date and Time

Thursday April 23, 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."

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Orders issued in March and April 2020 suspending the Open Meetings Law, the Brighter Choice Charter School Board of Trustees Meeting scheduled for April 23, 2020 will be held electronically via Zoom.

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

I. Opening Items

A. Record Attendance and Guests

B. Ms. Sherman - introductions

Ms. Sherman is acting as Principal of BCCSB during K. Mclean's maternity leave. She introduced herself to the attendees and each of the Trustees introduced themselves.

C. Call the Meeting to Order

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Apr 23, 2020 at 8:33 AM.

D. Approve Minutes from the April 9, 2020 Governance Committee meeting

N. Velilla made a motion to approve the minutes from Governance Committee Meeting on 04-09-20.

R. McLaughlin seconded the motion.

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

E. Approve Minutes from the April 9, 2020 Academic Committee meeting

T. Hanmer made a motion to approve the minutes from Academic Committee Meeting on 04-09-20.

R. McLaughlin seconded the motion.

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

F. Approve Minutes from the April 9, 2020 Board of Trustees Meeting

T. Hanmer made a motion to approve the minutes from Board of Trustees Meeting on 04-09-20.

R. McLaughlin seconded the motion.

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

II. Governance

A. Charter Renewal

K. Ford and K. Mclean are working on editing the narrative portion(s) of the renewal application re: recruitment of specials students populations.

An upcoming virtual check-in is scheduled. During this call the Building Leaders will share samples of teacher remote instruction and scholar work samples.

B. Covid-19 Plans

BCCSG has distributed a portion of their available Chromebooks to families that need these. a second date has been planned for distributing more.

BCCSB has surveyed families to determine those who need Chromebooks and will distribute theirs, accordingly.

The schools have purchased Zoom licenses to increase privacy and the ability to use more features of the software.

L. Licygiewicz is working with Janitronics to develop a disinfecting plan so that the schools can open as soon as possible when the closure ends.

Principals discussing/planning:

- * Trimester 3 grading plans
- * Return of Chromebooks

Discussion ensued regarding the following considerations:

- * purchasing forehead thermometers for schools (L. Licygiewicz will begin researching costs and availability.)
- * providing face masks for scholars
- * Will social distancing be required in school and how our schools would accommodate this directive.

K. Ford shared the participation rates of BCCSG in remote instruction. Paper packets of scholar work are due back on May 5, 2020.

J. Sherman did not have the participation rates available but was asked to send these to the Trustees when she can.

C. Data Privacy Officer

L. Licygiewicz has been designated as the school's Data Privacy Officer and has completed and submitted the necessary paperwork.

III. Finance

A. Grants

M. Snyder has spoken with Marcy Stryker and shared the schools' two priorities of funds for technology and summer 2020 instruction. She also identified the school staff members that will act as point persons for Marcy.

B. Budget for SY 2020-21

S. Jahn shared that he and P. Augello are planning to create a couple of different budget scenarios given the uncertainty of school funding for the 2020-21 SY.

The schools have applied for the Small Business Administration Paycheck Protection Program funds to offset any loss of funds due to the Covid-19 closure.

P. Augello will attend the next Board Meeting to further discuss the budget and related topics.

C. YTD Financial Report and A/R update

S. Jahn has sent an email to the three largest school districts describing how remote instruction is continuing during the closure. Schenectady City School District (SCSD) replied, asking that this information be sent on signed letterhead. M. Snyder asked that Shawn prepare the letter, including the Remote Instruction Plans that have already been sent to NYSED and send to her so that she may sign and forward to SCSD.

P. Augello and S. Jahn have prepared intercept packages for schools that are in arrears.

D. 403b

Northwestern Mutual continues to work on getting "old" staff off our 403b plan. When this is completed they will help him choose a new 403b provider.

IV. Academic

A. Summer 2020 Instruction

Planning continues - Both Principals shared their plans regarding summer instruction (staffing levels, scheduling and transportation). They were asked to also begin considering how instruction might continue if the schools are unable to re-open during this time period.

B. BCCSB Principal's Report

J. Sherman shared that the school is still recruiting scholars for SY 2020-21. All scholars on the waitlist were offered a spot in school.

The schools' website has been updated with a "Remote Instruction" tab so that families have an additional way to access the materials.

J. Sherman also shared the url where the Trustees can find teachers' on-line lessons.

V. Closing Items

A. Future Agenda Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:39 AM.

Respectfully Submitted,
Z. Nelson