APPROVED

Veritas Preparatory Charter School

Minutes

Board Meeting

Date and Time
Thursday March 26, 2020 at 4:30 PM

Location
This is a remote meeting. Dial-In Number: 866-848-2216, Conference Code: 7783935205

Trustees Present
A. Errichetti (remote), A. Mendelson (remote), D. Ford (remote), D. Fuller (remote), D. Janes (remote), J. Crowell (remote), L. Doherty (remote), M. Landon (remote), M. Sweet (remote), R. Martin (remote), R. Sela (remote), T. Gabinetti (remote)

Trustees Absent
G. Moody

Guests Present
R. Romano (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Janes called a meeting of the board of trustees of Veritas Preparatory Charter School to order on Thursday Mar 26, 2020 at 4:31 PM.

Dale shared the revised Open Meeting Law requirements and the aspects that are suspended and how it will impact his facilitation of this meeting.

C. Approve minutes

T. Gabinetti made a motion to approve the minutes from Board Meeting on 02-27-20.
A. Errichetti seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
M. Sweet	Aye
D. Ford	Aye
D. Janes	Aye
R. Martin	Aye
T. Gabinetti	Aye
J. Crowell	Aye
A. Mendelson	Aye
D. Fuller	Aye
L. Doherty	Aye
G. Moody	Absent
A. Errichetti	Aye
R. Sela	Absent
M. Landon	Aye

II. Finance

A. Update from Fin Com

No financial reports available this month, we will resume next month. No real changes to budget this year, we are working on spending down the Barr Grant and will provide an update on that next month. Finance committee also reviewed a draft of the FY21 budget and we will bring it to the board for review in April. The roof needs to be replaced and Lynne put it out to bid and has selected a contractor. We will bring the contract to the board for review and approval in April.

III. Governance

A. FY21 Trustees, committee and officer update

In preparation for our Annual meeting in June, when we will be electing Officers for the following year, the Governance Committee is seeking input from current Board members regarding interest in serving. Under our By Laws, both Lisa Doherty as Treasurer, and Rebecca Sela as Secretary, may not serve a further term in such office. In addition, Mike Sweet has indicated that he will be stepping downing in June as both a Board member, and as the Vice Chair, to focus on family issues.
Current Board Chairman Dale Janes is eligible to serve two additional terms as Chairman, but we will need to find new Officers for the positions of Vice Chair, Treasurer

and Secretary. So the Governance Committee is requesting that anyone interested in being considered for any of these positions, either for this coming year, or further down the line, so inform the Governance Committee. Feel free to respond directly to David Fuller or to Committee member Aaron Mendelson.

IV. Executive Director Report

A. COVID-19 Update

Rachel shared that the team has been doing a great job in these first two weeks of closure and gave an overview of the current status at both schools.There was a strong and swift reaction from both school teams with the basic needs of our families at the forefront of our response. Both schools ensured that families had access to food sites and other resources. Both schools took urgent action to get meaningful work to students for the first week of closure and have been continuing to teach lessons. Teachers are making contact daily (phone, video) - teaching and tutoring students. Teacher PD, collaboration and meetings all happening via zoom video and google hangouts. Staff meetings daily, leader office hours, etc.

Now we are preparing for a longer term closure through May 4th. In hopes of moving to a virtual learning environment we are assessing access to technology (internet and devices) at both schools. Rachel shared some statistics and the goal is to get 100% of students access a device with internet. Both school teams have had training now on google classroom.

FY20 budget will not be impacted because tuition is based on enrollment, not attendance so tuition will not be affected. There may be an impact on FY21 and we will continue to track that and keep fin com and the board informed and adjust accordingly.

B. Current Work and High School Planning

Rachel gave an update on enrollment for SY20-21 and described how the team has pivoted to keep things on track and ensure we engage families virtually.

FY21 staffing is going very well. Retention is strong and all recommitment letters were returned before the closure. Shannon Langone, director of talent, actively recruiting and filling positions.

- Staff retention at VPH:71%overall retention (30 of 41) and Teacher retention: 75% (21 of 28)
- Staff at VPCS: 77% overall (still awaiting a few recommitment letters) and Teacher retention: 75% (30 of 37)

Rachel shared that the are adding position to network team, biz management and operations support

Rachel provided an update on high school planning. She is Posting a position to start on July 1 (reduced from three to one), Director of High School Design and Development. This position will lead the HS design process over the next two years. Senior leader with HS experience, strategic planning, ability to lead teams and ideally can support with development/fundraising for high school (also succession planning opportunity). This could be a two-year gig or could become a member of the high school team or be added to the network team depending on future needs of the org.

Facility due diligence is underway and Rachel plans to hire a consultant to sources possible locations. We have explored one possible site which is promising and want to get a better sense of the landscape to determine how to move forward. Rachel has regular check-ins with foundation liaisons to keep funders engaged.

V. Executive Session

A. ED Evaluation

D. Janes made a motion to go into executive session to discuss the evaluation and salary for the executive director.
T. Gabinetti seconded the motion.
See attached minutes in document section.
The board **VOTED** unanimously to approve the motion.

Roll Call	
D. Janes	Aye
L. Doherty	Aye
A. Errichetti	Aye
D. Fuller	Aye
D. Ford	Aye
M. Sweet	Aye
M. Landon	Aye
R. Martin	Aye
T. Gabinetti	Aye
R. Sela	Aye
J. Crowell	Aye
G. Moody	Absent
A. Mendelson	Aye

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 5:54 PM.

Respectfully Submitted,

R. Romano