APPROVED

Next Generation Charter Schools

Minutes

MetLCS Board - Monthly Leadership Call

Date and Time
Tuesday December 15, 2020 at 8:00 AM

Location
646-791-9667

Mission

We prepare our students for college through a rigorous arts-infused program.

Vision

All students will be taught by a highly effective teacher in a nurturing environment and will achieve at high levels. Each student will develop the knowledge, skills and values necessary for responsible citizenship and life-long learning. The impact of our collective efforts will fundamentally change public education.

Committee Members Present
A. Bothner (remote), A. Khatiwada (remote), C. Barnes-Watson (remote), J. Boulet (remote), S. Pressley (remote)

Committee Members Absent
A. Khanyile, E. Chen

Guests Present
A. Ames (remote), K. Davidson (remote), K. Perez (remote), M. Alston (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Boulet called a meeting of the Governance Committee of Next Generation Charter Schools to order on Tuesday Dec 15, 2020 at 8:05 AM.

C.

Approve November Leadership Minutes

J. Boulet made a motion to approve the minutes from MetLCS Board - Monthly Leadership Call on 11-17-20.
A. Bothner seconded the motion.
The committee **VOTED** to approve the motion.

II. Education Committee Updates

A. K-12 Update

K. Davidson:

- Update on attendance
- 9-12 IAs last week
- Lower school the next two weeks after break
- Update on seniors, working with Ms. Webb
- Partnerships and training- requesting a budget amendment for additional Lavinia PD for short term CPA support for instructional support for teachers
- Linkit was a data warehouse the school utilized. After partnering with Board member partners, the school is looking to engage in a partnership with Illuminate for a K-12 comprehensive data dashboard through the system without having to create a separate dashboard. A review will be present to anyone that is interested on the board. Connects directly to Power School our new student information system for 2021-2022.
- Winter break packet pick up, novels for K-8, refresh of school supplies this week.
- First virtual house day is Friday, December 18, 2020.
- Wednesday and Thursday this week is our K-4 Christmas show from the drama classes.

J. Boulet asked K. Davidson about an update on hybrid and remote instruction. K. Davidson reported that the school decided to stay remote. Two weeks are built into the return of school after the holiday break for a built in quarantine so the school decided to stay remote so that families weren't going to make plans for in and our instruction. K. Davidson reported that we are trying to get to in person hybrid learning as soon as possible. The school has been purposely planning for remote and if we can be hybrid that is ideal. K. Davidson shared that scholar success in person is greater and that is on top of mind. J. Boulet asked if there was anything unexpected good or bad with the transition. K. Davidson said everything is within the same expectations. Staff was happy. The school hasn't had any major concerns. New Covid-19 testing requirements will be a challenge and maintaining the permission lists and consent for that. A. Bothner asked K. Davidson to add a bullet on for the board meeting to include an update on hybrid/remote. A. Bothner also requested an update on the conversation with Pasek Consutling and what is being worked on. K. Davidson reported that he has a weekly meeting with Pasek and he will be prepared to speak to that. J. Boulet asked to hear about any particular challenges with the 9-12. K. Davidson recognized M. Alston for her support through this time. K.

Davidson reported that there are a variety of challenges and some that need to be addressed quickly. Ultimately the biggest challenge is that, after digging deep/speaking with teachers and meeting with leaders, there are a lot of layers that we need to work on and the prioritization of those layers. K. Davidson reported that culture is important for strong academics. Good news is that there are a lot of talent and pieces in place. K. Davidson will work on building a stronger scholar culture but not losing site of the fact that there are newer teachers that are in need of intensive support but they seem ready and willing to receive the information. K. Davidson has been taking the K-12 leaders on classroom walk throughs together and improvements have been identify. Step one is identify the list to prioritize and the next two weeks time.

III. Finance Committee Updates

A. Finance Updates

Shanta P. provided updates:

- TriNet will begin
- We are squared away with the 401K program.
- Thursday there will be two votes that will be asked for.1. and 2. approve Tim as the corporate trustee
- FSA platform will be adjusted for the staff.
- Bank account resolution with the transition, adding schools leadership as authorized signers.

Shanta P. will be approving the FPP but Shanta said she will not be doing any edits so someone else should be in charge take over. Aaron B. will be the point person on the agenda.

Policies will be reviewed before Thursday, the Whistle Blower and the Disclosure formatted. The Whistle Blower policy has been outdated but Susan has done a lot of edits so it's up to par.

IV. External Relations Committee Updates

A. External Relations Updates

Jessica B said that there has been a lot of new updates but Aluta K. is not present to discuss.

V. Board Governance

A. Goveranance Updates

Jessica B. updates on Governance Committee:

- The committee plans to achieve their strategic goal with the different policy reviews.
- Will be putting together a calendar over the next year for the Governance committee

Melissa A. has been doing the policy work in the past. Jessica B. would like to be aware of them and would like to be a point person when reviewing policies on a annual basis. Jessica B. and Melissa A. will meet on friday to discuss further on the policy work.

Constance B. W. left early.

- Committee will be doing another Professional Development like last year for all Trustees.
- The committee will like for everyone gets an annual refresher on Open Meeting laws.
- Committee will also like to revisit the school leader succession plan. It has to be submitted by February 1st, 2021.
- The Committee will be developing an Executive Director evaluation tools for board member performance and anything else that needs to be done.

B. LHA Service Extensions

Aaron B. spoke about extending a select few items within the service agreement. A final sentence by thursdays board meeting, will be meeting with Melissa, Kurt, and Sarah. That will be a quick vote in the board meeting.

VI. Executive Session

A. Executive Session Updates

The purpose of the Executive Session will be for a personnel matter. Jessica B. outlined that under Open Meeting Law, we must be as specific as possible in stating the purpose of the executive session on the Agenda and in the Board meeting. In this case, we must specify that the session is to consider a personnel matter relating to a particular person (or corporation as the case may be). Also, the agenda shouldn't say "executive session;" rather, it should say something along the lines of "Executive session proposed." This is because executive sessions are subject to a vote, so we can't assume the outcome of the vote. Jessica B. said she is happy to answer any questions, or direct them to Susan (counsel) as needed.

VII. 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 8:55 AM.

Respectfully Submitted,
J. Boulet