APPROVED

Next Generation Charter Schools

Minutes

MetLCS Board - Monthly Leadership Call

Date and Time
Tuesday February 23, 2021 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), C. Barnes-Watson (remote), E. Chen (remote), J. Boulet (remote), S. Pressley (remote)

Committee Members Absent
A. Khanyile, A. Khatiwada

Guests Present
K. Davidson (remote), K. Perez (remote), M. Alston (remote), M. Russell (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 Feb 23, 2021 at 8:05 AM.

C.

Approve January Minutes

J. Boulet made a motion to approve the minutes from MetLCS Board - Monthly Leadership Call on 01-26-21.
E. Chen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Executive Director Update

A. Executive Director Update

M. Russell shared that he will be updating the board on his 30/60/90 plan. He has been working on the plan with M. Alston, K. Davidson, and A. Bothner.

III. Education Committee Update

A. K - 12 Head of School Update

K. Davidson shared K-12 school updates.

- On Thursdays meeting he will be sharing updates for the reopening on Monday.
- Interim assessment for LCS will be taken online and will follow like the state exams. Slight drop in ELA and Math.
- In CPA, there has been a drop in the interim assessment scores from both exams given in November and January.
- On Monday March 1st, the school will be reopening. The team has been calling every single family to confirm the scholars cohorts. We are hoping to persuade more scholars to come back to school.
- There has been some hesitation from our families due to the fact that we are in a yellow zone but it is important to our families that we open and help push the scholars academically.
- It is anticipated that the state exams might be postponed but not assessments.
- The CDC released guidance yesterday for schools and MET has been doing everything since school started. K. Davidson highlighted the school operations team for all the work they have done since the beginning of the school especially around safety.
- 25% of the staff members have taken at least one dose of the vaccine. We're hoping for more staff members to opt in to the vaccine.
- The staff will be coming in the building on Friday February 26, 2021 to prepare for the reopening on Monday March 1st for hybrid instruction full school K-12. At least 1/6th of the student body will be in the building for hybrid instruction.

J. Boulet asked how did we decide to reopen in March? K. Davidson responded that our charter consultant strongly recommended that we reopen. The DOE has also opened schools for middle and elementary school.

B. Education Committee Report

E. Chen updated on the IA data that K. Davidson has been working on. He is using the data for analysis on how to improve teaching methods for the staff. K. Davidson will present the data during the board meeting.

IV. Finance Committee Update

A. General Updates

S. Pressley shared that everything has transferred successfully. There is only one outstanding as far as account account access with the investment account with Chase.

- 4th Sector Solution will be giving the financial updates for January financials.
- S. Pressley will be asking for a board vote for the Investment policy and then for the finance committee to oversee the review.
- 2021-2022 budget is in the works. The team is working on the pay scale for staff that will help finish out the budget and will present in April to the board. It's due in April for submission and May/June to DOE.
- The Syracuse SUPA bill has been paid.

B. Appoint Sub Investment Committee

S. Pressley shared that in the past is appoint the finance committee to oversee the investment policy and the updates. Also, analyzing the different investments that we have in place. Changes will not be made, its just to do the annual review. As we move into next year, we will allow 4th Sector Solution to review and update the policy to our needs.

V. External Relations Committee Updates

A. General Updates

No updates this month.

VI. School Operations

A. Enrollment and Lottery Update

K. Perez will be sharing the enrollment and lottery updates for the month. This month she will share data for potential scholars who have an IEP or ELL services that have applied to the school for the 2021-2022 school year.

B.

Facilities Update

K. Perez will give the facilities updates for the month. She will be talking about the spring break caulking project and any gym updates given by LHA.

C. MetLCS Rooftop Ribbon Cutting

K. Perez will give a brief update on the rooftop ribbon cutting ceremony. There are no new updates.

D. Managing Director of Operations Update

M. Alston will share a power point with updates on the upcoming transition projects especially with covid testing in the building for the staff. She will also share what the other managers are working on in the school.

VII. Governance

A. Approve January 28th Board Meeting Minutes

Will be voting during the board meeting.

B. Board Strategic Initiatives

J. Boulet will be sharing the first quarterly board strategic initiative updates.

- Each of the committee chairs will be giving their own strategic initiative updates with the progress they have made and their goals for the next 3 months. Finance, external relations, board governance, and education committee will each share.
- C. Barnes will also share under the board governance updates.

C. Mid Year Principal Evaluation

J. Boulet shared that the governance committee has been working on the mid year principal evaluation that lighthouse used to do. Next year will be done by the executive director M. Russell.

D. Executive Director Evaluation Tool

On the board level, they will need to create a director evaluation tool. The governance committee was able to discuss the next steps for the tool and will be presented to the board in the March's meeting.

A. Bothner said that part of the ED updates will be sharing more concrete ideas of what the process will look for the evaluation.

E.

Administration of Self Assessment

J. Boulet stated that everyone had a chance to reflect on this during the professional development day but will do a recap in the board meeting. Also, the committee did a reflection during the monthly meeting and J. Boulet will share their reflections as well.

F. Board Statement Announcing Executive Director

This update will be given during the board meeting by A. Bothner.

VIII. 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 8:48 AM.

Respectfully Submitted,
J. Boulet