

Board Meeting Minutes
Global Community Charter School

May 20, 2020

6:38 p.m. – 8:23 p.m. (scheduled to convene at 6:30pm)

*Minutes of the meeting of the Board of Trustees (BOT) for Global Community Charter School (GCCS) held on May 20, 2020 **by video conference.***

JZ noted quorum (JZ, MJ, KM, TY, and RM in attendance) and called the meeting to order at 6:38 PM

Roll Call

BOT by video conference: James Zika (JZ); Mary Jilek (MJ); Kate McGovern (KM); Rob Moser (RM); Peter Kauffman (PK); Ibrahim Yusuf (IY); Tope Yusuf (TY)

GCCS Staff by video conference: Bill Holmes (BH); Kristan Norgrove (KN)

Parent Representation: None

Public by video conference: Damaris Herron-Watkins

Public comment

JZ thanked Damaris Harron-Watkins, a potential BOT Member, for participating in the meeting. No other public comment.

Approval of Minutes

KM moved, and MJ seconded, a motion “to approve Minutes from the April 23 Regular BOT Meeting.” The motion was passed unanimously (JZ, MJ, KM, RM), TY abstained.

After making a small spelling correction, MJ moved, and RM seconded, a motion “to approve Minutes from the May 6 Emergency BOT Meeting.” The motion was passed unanimously (JZ, MJ, KM, RM), TY abstained.

Payroll Protection Loan

JZ introduced the discussion of the Payroll Protection Loan. A number of program constraints and considerations were discussed including timing of spend, accounting issue, criteria for forgiveness, how the loan would affect income and budgeting and the preparation and research already done by BH. BH to prepare talking points for BOT and School Leadership in preparation for any questions we might get.

BH discussed the logistics and process involved in applying for the loan.

Noting no further discussion, RM moved, and IY seconded, a motion “to approve the Chief Operating Officer to apply for the Payroll Protection Loan on behalf of GCCS in an amount up to \$1.2m” The motion was passed unanimously (JZ, MJ, KM, RM, IY, PK), TY abstained.

Tuition Reimbursement

BH introduced a recommendation to the BOT for the use of Board Reserve Funds for tuition reimbursements.

- Noting no further discussion, RM moved, and KM seconded, a motion “to approve the disbursement of Board Reserve funds for tuition reimbursements as per the materials

included in the Agenda.” The motion was passed unanimously (JZ, MJ, KM, RM, IY, PK), TY abstained.

Middle School Task Force Update

MJ presented the status of the Task Force work. School Leadership is in the midst of an additional review of the proposal being considered. BH indicated that time may be of the essence and may require a special meeting to review and approve action on the Middle School plans.

Fundraising Task Force Update

KM discussed the highlights of the recent work of the Fundraising Task Force. We did raise \$4,525 during the recent Giving Tuesday campaign. While that was positive, we really haven't expanded our donor population. We had three (3) new donors.

Bridge Philanthropic Consulting is recommending that we pursue their training remotely given the current COVID-19 challenges. This training is part of our current contract with them, a contract which expires June 30, 2020.

The BOT discussed the need to determine if we are going to re-up our contract with Bridge Philanthropic Consulting and any issues or concerns with doing that. The Task Force will continue the conversation on this topic and bring a discussion item to the June BOT meeting.

Finance Committee Update

IY indicated that the bulk of recent conversations have been about the budget and the impact of the Middle School Expansion.

Operations Report

BH introduced [Call to Action for funding NY Schools](#) and encourages the BOT to participate.

BH reviewed the recruitment and retention information attached in Dashboard in the Agenda. MJ asked that we cover how we will engage with families over the summer given the current COVID-19 situation.

BH provided an update on the Dance Studio construction. We have signed the contract with Signature Construction and kicked off the project activities. If we start as planned mid-June, we anticipate four (4) weeks of work. Teachers are being scheduled (per social distancing norms) to come into school to clean out their classrooms.

JZ asked about the status of the PA Installation project. BH discussed the status of that effort and coordination with the other construction. He is meeting with the contractor Friday to begin to discuss the plan.

BH discussed the need for GCCS to reapply for the Rental Assistance program and the potential issue of the timing of the application versus when we plan to have our eighth grade program.

BH highlighted that the Charter School Planning Grants applications are due out in the next 45-60 days.

Education Accountability Committee Report

KM discussed a number of highlights of recent EAC discussions including the steadiness of our academic programs given the unsteady times we find ourselves in, attendance concern highlighted in the dashboard and the actions the academic team is taking, technology enablement, family engagement and MYP training planning.

KN responded to a question about any updates from Albany relevant to our planning for any summer programming we might want to provide.

Academic Report

KN discussed the status of current remote learning efforts and the strengths and weaknesses we are experiencing (we will likely have some sort of remote learning next school year), how administrators are interacting with, observing and guiding teachers in their remote learning efforts and providing social-emotional support. KN discussed some highlights of the planning for next year assuming some remote learning as part of the curriculum.

JZ inquired about inviting the BOT to Exhibitions as they are scheduled. JZ and IY asked about how our GCCS Community is doing. Both KN and BH provided insights into each of their respective observations and what they are hearing from their staff.

JZ asked about the academic planning for sixth grade. KN provided an update on the work she is doing.

Other School Business

JZ introduced the discussion about planning our June BOT meeting. JZ to send Doodle to schedule conversations and planning that the BOT would normally perform during our extended Annual Meeting.

Executive Session

JZ moved to enter into an Executive Session to discuss personnel matters at 8:13 PM.

JZ moved to exit the Executive Session at 8:22 PM.

Adjournment

JZ adjourned the meeting at 8:23 PM.

All trustee meetings for the Global Community Charter School are open meetings subject to the NYS open meetings law. While we encourage public participation and provide a designated time for public comment, individuals are limited to two minutes total of public comment each, unless the Board asks for additional feedback. All trustees and members of the public must abide by Global Community Charter School norms around professionalism and civility in their comments, these norms can be found in our school handbook. Complaints against a specific employee or public comments that may reveal confidential information will, consistent with the open meetings law, be handled through our dispute resolution process or may be heard in executive session.