



Board Of Trustees Voting Meeting - Meeting Minutes

Conducted Via Zoom Video Meeting

March 26, 2020, 6:30 PM

- 1. Call to order - 6: 31pm**
- 2. Opening statements – Dan Rufo**
 - Welcome/thank you to everyone
 - Expectations for the meeting:
 - Please assure that you are muted. Greg and Janel will keep an eye on the chat.
 - Committee Presentations only if there is a report
 - Presentations from staff
 - Public Comment -
 1. Limit to 30 minutes
 2. Raise Hand feature
 3. Please also use the “Chat feature” to document the questions, whether you get to speak or not.
 4. In the event that we run out of time, all questions will be responded to by the appropriate responder.
 5. If you have a question for a specific individual - Administrator or Board, please state who and that individual will be unmuted along with you to converse.
 6. Old and New business have been postponed for the next meeting but the board is welcome to give updates as needed.
 - Executive Session was held - Tuesday, Mar 24th - Personnel discussion.
- 3. Review & accept minutes from February 20, 2020, Voting Meeting**
 - **Vote - [Minutes](#)** Motion to Approve Meeting Minutes - E.Falcone; 2nd - A.Bragoli; All in Favor, None Opposed, Motion passed.
February 20, 2020 Meeting Minutes Accepted.
- 4. Committees Meeting updates – Committee Chairs**
 - Development Committee – Gina/Mark [Development Report March 2020](#);
 - Designer Bag Bingo and D.Imagination date extended. Presently Golf Outing & Post-Prom Dates Unchanged. Fundraiser Profits detailed.
 - HR Committee – Janel A. Work; March 11, 2020 telephonic meeting; Discussed open positions and current hiring; Discussion of policies and procedures under review by new Zavia Herring, recently joined RA’s HR Department. CEO’s report on surveys going out and Covid-19;
 - Finance Committee – Shawn Glick; Committee met last Tuesday; Tuition receivables continuing to come in. No significant impact at this time relating to receivables or school closure; 2020-2021 budget being prepared; 12/31/2019 financial statements in draft.

- Strategic Planning Committee – Dan/Gina
 - Final draft of Strategic Plan is being completed by Charter Choices, received “ 99% completed” draft received today.
 - Committee will be working with Leadership team to flush out action items and generate multi-year plan to work towards.
 - Details on meeting are still being worked out due to facility closure.
 - Legislative Committee – Greg Scott
 - Business Manager’s Report – Carol (Business Manager)-
 - **Vote** - Motion to Approve Staff Roster - S.Glick; 2nd - A.Bragoli; All in Favor, None Opposed, Motion passed.
- Staff roster Approved.**

5. Administration Reports

- Lower School Principal Report – Christine; Very happy with staff efforts during the shut-down and efforts to maintain communication with students; IEP meetings are being conducted. ELL population communications being sent nearly daily. Focus is to reach out to any students that might need special communication by direct phone calls next week.
- Upper School Principal Report – M.Boyd; Staff work has been outstanding during shutdown. Leadership and staff meetings being held via Google Hangouts Focus on being able to reinstate accountability of deadlines, assignment requirements. By end of the week, the Upper School anticipates that all students will have remote access by end of week.
- CEO Report – Gina Guarino-Buli [March CEO](#). Open Positions: HS spanish teacher and SPED teacher. All staff working remotely. All teams meeting regularly. Just over 700 chromebooks were issued. Also following up and confirming that all IEP’s are being followed. New space acquired in Franklin Commons for storage. Charter Renewal approved.

6. Public comment

- Please use the “Raise Hand” feature and you will be unmuted
- Jennett Fassnacht - just wanted to give a shout-out to our amazing Admin Team who have helped teachers adjust to these crazy times!
- Buck Jones - joined late.

7. Adjournment - Motion to Adjourn - G.Scott; 2nd - A.Bragoli; All in Favor, None Opposed. **Meeting adjourned 6:56pm**