

**Opportunity Charter School
Board of Trustees—Minutes
March 19, 2020**

Trustees Present: Jon Sichel, Evena Everett, Tasheem Quayenortey, Peggy Culver, Tracy Hampton, Alice Cutler, June Smith & Eric London (video conference)

Absent: Melba Wilson

Executive Staff Present: Leonard Goldberg, Jessica Marcu, Kaitlin Francis, Sade McCaw and Emily Samuels

Public Notification: Notice of meeting sent to Amsterdam News for addition to Events Calendar in print editions (March 11, 2020 and altered for virtual meeting on March 18, 2020), on OCS website (March 11, 2020 and altered for virtual meeting on March 18, 2020). Attending Members of the Board of Trustees met via Zoom Meetings at 3:00 p.m. and was recorded for later transcription.

Adoption of February Board of Trustees' Minutes

A vote to approve the minutes from the February 13, 2020 BOT meeting was taken with all in favor and no dissentions.

OCS Report to the Board

- Covid-19 Response Update
 - Pursuant to Executive Order 202.4, school districts, charter schools, and nonpublic schools are to close no later than Wednesday, March 18, 2020, for a period of two weeks, ending April 1, 2020 as a result of the outbreak of the Novel Coronavirus (COVID-19) occurring in New York State. Schools should be implementing response plans and have established mechanisms for on going communications with staff, students, families, and communities during this time of closure.
- Distance Learning
 - Teachers will continue to work their regular hours, should be available to communicate with students during your scheduled periods and any contact with students or families must be documented.
 - Teachers are responsible for uploading daily assignments on Google Classroom by 12pm the day before with due dates.
 - Teachers should provide feedback to student assignments and should enter at least 3 grades weekly per class.
 - Read 180/Aleks teachers should direct students to spend an hour of time on the program and should grade student's time on task grade.
 - Teacher will have a 15 minute scheduled phone call "check-in" per week with their immediate supervisor.
 - Teachers will still continue to participate virtually in Grade Team Meetings during regularly scheduled times.
 - Teachers will continue to participate in IEP meetings through phone conferences. Teachers will also complete IEP notes by scheduled due dates.
 - Teachers with less than 4 assigned classes will designate 1 hour per day to serve as office hours.
 - Daily Phone calls must be made to students from their assigned liaison.
 - Calls, texts or any communication must be logged every day. Even if a family is unable to be reached, a log must be noted that a call was made and a message left.
 - All safety, medical, psychiatric concerns or resources needed must be referred to Director of Student Support Services immediately.

- Social Workers will still continue to participate in Grade Team Meetings during regularly scheduled times.
 - Remote Learning Plans will be established for each Student with Disabilities.
 - Students who did not previously have access to technology or WIFI received support from our team and obtained needed devices as well as free WIFI access
- Finance Committee Update
 - As we present the July 2019 – January 2020 reporting, we are pleased to report that nearly all expense line items are where they should be for this time of the fiscal year. Many expense line items are well-favorable to budget as a percentage of time elapsed due to continued strong decision-making on discretionary spending.
 - Per-Pupil Revenue is slightly ahead of its budgeted amount as a percentage of the fiscal year that has elapsed thus far.
 - All items will continue to be monitored closely, and as we were at the start of the year, we are fully prepared to take additional counter-measures if the need arises later in the year.
 - We have been instructed by the DOE to proceed as normal with billing for Payment 6 of 6, due March 27th.
- Lottery Update
 - Lottery will be held as scheduled, April 7, 2020 in compliance with Governor Cuomo's signed [Executive Order 202.1](#)
 - Applications received to date
 - Total GEN - 868
 - Total SWD - 320
 - Total - 1,188
- Kasirer Update
 - Impact of COVID-19:
 - Sharing updates as the City and State release information about their relief efforts and precautionary measures, including remote learning, childcare for children of essential workers, and providing additional resources to students during this time.
 - SUNY Updates:
 - Call with Joe Belluck, Chair of the SUNY Board of Trustees Charter Schools Committee (3/19/20)
 - Really positive discussion with Joe about a potential path to SUNY authorization for OCS in the future, either through a new charter if/when that becomes available, or through switching authorizers, which is not a readily available option but may be possible, potentially through targeted legislative language.
 - Meeting with Merryl Tisch, Chair of the Board of SUNY Trustees (2/27/20)
 - Merryl continues to be a supportive ally and has influence in her role as Chair.
 - State Budget Updates:
 - We had been working on adding language to the state budget proposal for zombie charters to specify that one school should be dedicated for special education students. Given recent developments with the impact from COVID-19, state budget conversations are up in the air and zombie charters may not be part of this year's budget.
 - Instead, we are working with SUNY to find an alternate path forward for OCS, including finding a way to transfer authorizers without needing to be granted a new charter.
 - Could get language passed or included in the budget allowing for transfer of authorizers.
 - Could limit to City charters switching to state charters, to avoid any conflict with SED/SUNY.

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- Could specifically target schools that serve special student populations that want to go through SUNY for their new program for new ways of assessing school performance for unique student populations: [Active Ingredients Project](#)
- SOMOS Participation:
 - Attended the NY Charter Association event at this Albany conference with Ivan Franco, OCS valedictorian from 2019 and current student at SUNY-Albany.
- Additional updates:
 - Working with Borough President Diaz’s team on his letter of support for DOE, for a show of support as OCS and DOE approach settlement discussions.
 - Will use similar language for letters of support from the other electeds we have met with who have voiced support for OCS, and for additional meetings moving forward
 - Setting up legislative visit to OCS - on hold for now, will continue with remote meetings to brief electeds on OCS in the coming months.
 - Bronx political updates: Borough President Diaz and Assembly Member Crespo have announced they will not seek re-election; additional opportunities for new candidates to run.
- Renewal
 - As Schools are closed as of March 18th, we are adhering to NYCDOE instructions.

Communication from the Public

There were no communications from the public.

Executive Session

The Board moved to Executive Session to discuss Legal and Personnel Issues.

Adjournment

The meeting was adjourned at 4:20 pm.