

# Board of Directors Meeting Minutes - May 27th, 2020

Virtual Meeting held via Zoom video conference service

**Attendees:** R. Wilson, L. Hamer, A. Knight, S. Fairclough-Leslie, L. Stephens, M. Anglin, T. Muniz, K. Sandiford, C. Williams, D. A. Seabourne

After a short welcome from L. Hamer, the meeting was called to order at 6:40 p.m.

Verification of public notice was sent and confirmed.

The minutes were reviewed from 4/27/20. K. Sandiford made a motion to accept the minutes with any necessary corrections; M. Anglin seconded; motion was passed.

## **Business Operations Report – Ms. Muniz**

<b>Total number of students</b>	<b>334</b>
UPK	36
K-5	295
6th Grade	38
SPED	53
ELL	3
Economic Disadvantaged Students	69%

Students that have accepted seats for the 2020-2021 school year are as follows:

Pre-K	28
K	12
Grades 6	4
Grades 7	12
ELL	3

- As of 5/22/20 we have 399 students on the roster for the 2020-2021 school year. REACS electronic registration package has been sent to all new students; currently awaiting document uploads from parents via school mint deadline is June 15, 2020.
- School administration currently working on a close out plan for year-end (June 22, 2020).
- 2019-2020 preliminary virtual audit season has begun.
- Submitted draft budget(s) for the 2020-2021 school year; the final per pupil allocation (\$16,123 tentative) has been approved and released by NYSED.

- Preparing our DOE invoice for submission (how school gets paid), payment should be in our account in early July for the upcoming school year.
- Financial summary and cash disbursement reports were given to the board. REACS is in a great financial position; PPP load has been received.
- Bill.com 3 quotes attached.

**CEO Report** – Dr. Rice - NO REPORT

**Principal Report** – S. Fairclough-Leslie/Dr. A. Knight

A remote learning professional development plan to support remote learning was shown to the board (staff remote learning survey, literary consultant, math consultant, staff self-care). A remote learning update was also given (daily virtual classes, social emotional counseling of scholars, progress reports, parent conferences, sample i-ready data report overview, re-opening planning guidelines). A virtual summer school plan was given to the board (July 6 – Aug 6; tentative budget: \$85,000). Gave details on the staff search committee (interview questions template, staff preference sheet, staffing solution suite). M. Anglin made the motion to offer remote summer school as presented by School leader; R. Wilson seconded; vote was moved and passed.

**Academic Report** – C. Williams NO REPORT

**Personnel Report** – K. Sandiford - NO REPORT

Met on 5/14/20 via Zoom online conference platform with the academic committee. School leaders are pleased with current staff and are looking to retain everyone. Professional Development and mentorship are continual needs that will be apart on contractual obligations. Staff were given monetary contributions for teacher appreciation week. The following vacancies are looking to be filled at REACS:

- Assistant Principal
- (3) 7th grade teachers
- 6th grade SPED teacher
- Math Coach
- Reading Coach
- Intervention Specialist

There is a proactive approach to interview for all positions except for the CEO; advertising will be done via indeed, New York Times; there are options for other advertising options which will be discussed with the board. The following staff members have been retained as the hiring committee:

- Dr. Knight
- Ms. Gardner
- Ms. Tulloch
- Mr. Boyd

- Mr. Sandford
- Mrs. Muniz
- Ms. Tate
- Mr. Johnson
- Ms. Allen

K. Sandiford will oversee the interview process by receiving and reviewing resumes received; after the committee selects potential candidates from tier 1 interviews, the personnel committee will participate in tier 2 interviews after which tier 2 candidates will be submitted to the board for hire

**PTO Report – D. A. Seabourne**

Virtual meet 5/20/20; School administration attended PTO meeting. PTO purchased gift cards for teacher appreciation week. For graduates, steel water bottles were purchased which include school name and logo. Amendments voted and passed were to carry over previous school year bank balance (looking to carry over K). Will also include 3-6-month extension for current board members until new board is voted and trained. Questions and concerns were sent from PTO to school leader; all questions were answered by school leader and gratitude was expressed.

**Finance Report – M. Anglin - NO REPORT**

**Fundraising Meeting – L. Stephens - NO REPORT**

L. Hamer thanked all for attending, thanked school leadership and staff for hard work. Next board meeting 6/22/20. Meeting was adjourned at 7:47 p.m.

In executive session,