

**Opportunity Charter School
Board of Trustees—Minutes
April 23, 2020**

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

Absent: Melba Wilson & Alice Cutler

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 (April 16, 2020), on OCS website (April 16, 2020). Attending Members of the Board of Trustees met via Zoom Meetings at 4:00 p.m. and was recorded for later transcription.

Adoption of March Board of Trustees' Minutes

A vote to approve the minutes from the March 19, 2020 BOT meeting was taken with all in favor and no dissentions.

OCS Report to the Board

- Distance Learning/Student Support.
 - Our teachers and staff worked long hours to prepare assignments, implement a streamlined process for remote learning and troubleshoot some unique issues
 - More than one-third of our student population lacked access to adequate technology, so our team worked tirelessly to make sure that more than 100 families were ready before schools even closed. When families were unable to pick up equipment, we hand-delivered it to their homes. Currently, 100% of our students have the technology required for remote learning.
 - All students attend daily live classes through Google Meet, as an opportunity to interact with their peers and get extra support from their teachers.
 - Teachers received training on hosting Google Live classes and have them resemble traditional classes as much as possible with the use of virtual white boards and have the ability to annotate websites using this tool. In addition to live classes, our teachers hold office hours where students can drop in to ask questions via an open Google Meet link.
 - Plans were developed each student with a specific learning need during remote learning. Each class has a special education teacher that offers the students extra support when it's needed.
 - Students have been assigned a mentor who contacts them daily to check on their well-being and academic progress. Outreach consists of phone calls, emails, texts and Google Meet video conferencing to go over

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assigned work, grades, attendance to live classes and assess physical and mental health.

- Finance Committee Update
 - Nearly all expense line items are where they should be for this time of the fiscal year.
 - Many expense line items are favorable to budget as a percentage of time.
 - Unfavorable items are due to normal timing.
 - Additional spending needed due to current conditions is either favorably offset by savings elsewhere, or a sufficient amount of reserve existed in the account line.

- Lottery Update
 - Conducted on April 7, 2020 at 10:00am via, recorded, and a community representative attended to observe the lottery.
 - 2020-2021 at the time of the lottery we received 1359 applications (1016 GEN, 343 SWD).
 - 2020-2021 there was a total of 89 GEN, 348 SWD, and 437 TOTAL students accepted.
 - Families were contacted via mail, email, text, and individual calls to ensure they received the information about being accepted.
 - Hosted a Virtual Open House in English and Spanish for accepted families so that they could learn about OCS and ask any questions about enrollment.

- Kasirer Update
 - COVID-19
 - The City and State continue relief efforts, and have begun discussing plans for a “phased” re-opening when the time comes, in coordination with surrounding States.
 - This week, both the City and the State announced new plans for widespread testing and tracing as part of long-term relief efforts.
 - Education
 - Schools likely to remain closed through the end of the year, per the Mayor and Governor, despite no official word from the Governor yet.
 - Officials are discussing long-term plans for education, given COVID’s lasting impact.

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- Key concerns remain tracking attendance and student engagement, serving high-needs students including delivery of special ed services, and supporting students who lack access to technology and/or have additional challenges due to housing or family status.
- City and State Updates
 - The Mayor released his Executive Budget on 4/16, which includes cuts across all agencies, including a 3% cut to DOE for the next fiscal year.
 - The State budget was passed on 4/3, and the Governor has passed a measure that will allow him to revisit the budget throughout the coming year.
 - Both the Mayor and the Governor have underlined the need for federal funding to avoid extensive budget cuts moving forward.
 - City Council held their first virtual Stated meeting on Wednesday 4/22, and will hold remote hearings and Stated meetings moving forward.
- Public Relations Campaign
 - OCS and reengaged Risa Heller for Public Relations campaign that will include:
 - Newsletter for current OCS families, newly enrolled families, prospective families, OCS stakeholders, and elected officials
 - Communications with elected officials, working with the Kasirer Team
 - Social Media consulting with OCS' social media team.

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 4:55 pm.