Russell Byers Charter School
Board of Trustees Meeting Minutes
September 17, 2020

Call to order
The Board Meeting was called to order at 4:00 p.m. by Linda Gamble, with all board members participating by Zoom. This is the official annual meeting.

Roll Call
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<tr>
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<td>Rob Craven</td>
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<td>Akida Neely</td>
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<td>Estee Pickens</td>
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<td>Haisheng Yang</td>
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<td>Imani Powell</td>
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<td>Naima Miller</td>
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Also on the call were Carol Domb, Abby Baker, Corey Turkish, Brian Politan and Marissa Douglas from RBCS; Laurada Byers and Sandy Horrocks from the Byerschool Foundation; Mike Whisman from Charter Choices; Spencer Wenck, Wharton intern; and Diane Davis and Thomas Cordova, observers.

Resolutions

Resolution to Approve Board Changes:
The following individuals have been nominated to serve on the Board of Trustees:
1. Naima Miller is nominated to serve a two-year term as a Parent Representative
2. Imani Powell is nominated to serve a three-year trustee term
3. Marissa Douglas is nominated to serve as a non-voting Faculty Representative
4. Brian Politan is nominated to serve as a non-voting Faculty Representative

Now, therefore, be it resolved by the Board of Trustees: That the Board of Trustees approves these nominations.

Resolved this 17th day of September, 2020
Motion: Diana Gormley
Second: Louisa Mygatt

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Resolution to Approve Board Officers:
The following members of the Board of Trustees will serve as officers for the 2020-2021 school year:

- Linda Gamble, Chair
- Louisa Mygatt, Vice-Chair
- Rob Craven, Treasurer
- Estee Pickens, Secretary

Now, therefore, be it resolved by the Board of Trustees: That the Board of Trustees approves the appointment of these officers.

Resolved this 17th day of September, 2020
Motion: Diana Gormley
Second: Rob Craven

Resolution to Approve Minutes of August 13, 2020 meeting:
Now, therefore be it resolved by the Board of Trustees: That the Board approves the August 13, 2020 meeting minutes.

Resolved this 17th day of September, 2020
Motion: Diana Gormley
Second: Rob Craven
Finance Committee:

Resolution re Financial Statement and Disbursements:
Now, therefore, be it resolved by the Board of Trustees: That the Board accepts and approves the August 2020 financial statements, disbursements and summary management report.

Resolved this 17th day of September, 2020
Motion: Diana Gormley
Second: Louisa Mygatt

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Linda Gamble & X \\
Louisa Mygatt & X \\
Estee Pickens & X \\
Imani Powell & X \\
Haisheng Yang & X \\
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Resolution re Acceptable Use Policy:
Now, therefore, be it resolved by the Board of Trustees: That they approve the Acceptable Use Policy.

Resolved this 17th day of September, 2020.
Motion: Diana Gormley
Second: Louisa Mygatt

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Diana Gormley & X \\
Linda Gamble & X \\
Louisa Mygatt & X \\
Estee Pickens & X \\
Imani Powell & X \\
Haisheng Yang & X \\
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Resolution to Approve CIPA Policy
Now, therefore, be it resolved by the Board of Trustees: That they approve the CIPA Policy.

Resolved this 17th day of September, 2020
Motion: Diana Gormley
Second: Rob Craven
Resolution to Approve – Remote Access of School-Issued Technology
Now, therefore, be it resolved by the Board of Trustees: That they approve the Remote Access of School-Issued Technology Policy.

Resolved this 17th day of September, 2020.
Motion: Diana Gormley
Second: Rob Craven

Resolution to Approve Firewall Policy
Now, therefore, be it resolved by the Board of Trustees: That they approve the Firewall Policy.

Resolved this 17th day of September, 2020.
Motion: Diana Gormley
Second: Rob Craven

Affirmation of School Plan
The Board and Carol discussed the School plan and it was noted that the increases we are aiming for are in percentage points.

Resolved this 17th day of September 2020 to affirm this plan.
Motion: Diana Gormley
Second: Rob Craven

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School Financing: Ms. Gamble reported that we are moving forward with the bond issue previously approved by the Board. She noted that the school is working hard to get real estate improvements identified and ready to happen next summer.

School Performance Committee: No developments

Development Committee: The Foundation has moved to another location, 1835 Arch Street. Grant applications are out to several foundations. There will be a Founders Day virtual celebration on October 2nd. An award will be given out to a science teacher, Dr. Eric Westby. Additionally, we will be raising money for scholarships for students graduating to high schools which may be Catholic or private schools.

Governance Committee: Louisa Mygatt provided a summary of the steps new Board members need to take. Orientation for new members will be available after the October and November meetings. Clearances and biographies will be required for new members. New trustees must also complete the required Act 55 Training during their first year in office. Two options were given – either the online training provided by the PA Dept. of Education or the “live” online training provided by PCPCS on Wednesday, October 21, 2020, from 9:00 AM to 1:30 PM. Both are free to board members.

School Report:

Teaching and Learning

- First Three Weeks of School:
  - Book bags were distributed to every student with textbooks, school supplies, calculators and any other material that the teacher felt was needed for the student to be successful.
Face to face learning for 22 students in 4K (Hybrid Model) and 30 Special Education students receiving supplemental service 4 days each week.

- Virtual learning for all other students.
- MAP testing begins next week
- Classroom visits
- Back to School Night was September 16
- Parent meeting was September 9

**Professional Development:**
- Coaching cycles have begun with a focus on virtual learning. Currently 16 teachers are receiving individual coaching. Additionally, we have had a PD session around student engagement strategies in a virtual setting.
- The Diversity Committee presented their first PD on September 2 and will continue to engage staff in monthly sessions.
- Amy Yetter, from the Lincoln Center, led a PD on Trauma in children and adolescents.
- We are sending 4 staff members to the EL Virtual Summit in October.

**The Site Selection Committee**
- We are fully staffed.

**Climate & Culture:**
- We are tracking students who are not engaging online. Home visits are being conducted and we are connecting students with Internet essentials and hot spots if needed.

**Parent and Family Engagement:**
- A parent meeting was held to share the most recent proposal on August 5th. Approximately 100 parents attended the meeting. Most parents were very supportive and appreciative of the plan.
- Continue to monitor Help Desk email address - COVID19@byerschool.org.

**Operations:**
- Capital Project:
  - Elevator is almost complete
  - Next Steps
    - Fill the cracks on the play deck
    - Add more lighting in the hallways

**Faculty Representatives' Report:** There was an increase in positivity in staff culture, a silver lining in our virtual world. Teachers praised communication from administrative staff. A mix of reactions to virtual learning from the teachers, depending on comfort level with technology and age of the students. Observation times of teachers and feedback have both increased, resulting in some concerns.

**Parent Representatives' Report:**
Parents expressed satisfaction with the school’s progress with virtual learning and offered additional suggestions.

**New Business:** None was proposed.

**The meeting adjourned** at 5:30 pm.
The next meeting is October 22, 2020 at 4:00.