

# Teaneck Community Charter School Board of Trustees

## Minutes from Meeting: March 16, 2020

### VIRTUAL MEETING

---

Meeting called to order: 7:07pm

Open Public Meetings Act notice read by Shelley Eleby

#### **Attendance**

##### Board Members Present

Doug Anderson

Kimberley Capers

Shelley Eleby

Julie Elliott

Themba Johnson

Lorelle Holway

Julie Mitchell

Renee Karibi-Whyte

Yvette Skaff (ex-officio)

##### Administrators Present

Ralph Gallo

Sonia Torres

---

- **Approval of Minutes from February 10 , 2020**
  - Moved by Karibi-Whyte, seconded by Mitchell; Voice vote; motion carried.

#### ***DIRECTOR'S REPORT***

- *Ralph gave a timeline relating to COVID-19 from March 2nd, the day of the first update until today, March 16th, the first day of distance learning.*
- Thus far there has been positive feedback. Ralph expressed his pride in the staff and families.
- The administration sent out info regarding nutrition. The superintendent extended the district's plan to TCCS. Families can pick up lunch at Teaneck HS. Ralph explained that he informed families receiving free/reduced lunch.
- Earliest return to school will be April 13th, the week after spring break.
- Governor mandated all schools closed from 2 weeks from this Wednesday. If it goes beyond this, we will have to get more work out to the students.
- Today there was a call with the Governor and Commissioner. Commissioner pleased with all districts' response to the situation.
- Administrator's meeting - they discussed how the situation was going so far and how it would go forward.

- Special education department wants to focus on social/emotional health. They will speak with related service providers to have contact with the students, particularly with the social worker.
- All special education meetings and compliance will be conducted via teleconference. Kudos to the whole team in bringing everything together.
- Facility update - custodians are continuing to clean and disinfect school while the school is closed. They will do so again before opening. Regular maintenance is also scheduled, as allowed by local laws, etc. LaRocca, the construction company who completed the gym, asked about having access during the closure. Ralph will be in contact with them.

At this time there were a number of questions and answers:

- Themba Johnson - Are teachers going to be in a chat or anything?
  - Ralph's response - Haven't yet trained staff, but will look into it if it goes further past 3 weeks. Right now, focusing on tools that everyone is more comfortable with.
- Renee Karibi-Whyte - What is the general expectation of teachers?
  - Ralph's response - They are expected to be available during school hours via email, grades/work will be entered into the portal for accountability and feedback.
- Themba Johnson - Can students chat within Google classroom?
  - Ralph's response - Maybe, but not sure. Students can communicate with teachers via email or another way that may be found.
- Julie Elliott - Has there been any training for virtual meetings to get teachers prepared if this goes longer?
  - Ralph's response - Ralph will be sending out information to see if teachers can get training on a number of topics during this time.
- Renee Karibi-Whyte - Are teachers planning now for packet work in the future?
  - Ralph's response - Yes - Ralph told teachers to do so.
- Kimberley Capers - Is there going to be Spanish beyond the word for the week?
  - Ralph's response - Teachers have emailed out info for Spanish. All subjects work should be on the website.
- Renee Karibi-Whyte - How will teachers be available?
  - Ralph's response - Teachers will respond within 24 hours. Trying to be quicker. Haven't received any concerns from parents about not being able to reach teachers.
- Renee Karibi-Whyte - Is there a sense about when we will have an idea of what affect this will have on the curriculum?

- Ralph's response - Big question. Not sure. This is a crash course on distance learning. Won't be held against us if students don't perform on the standardized tests, if they occur. The state hasn't said whether they will hold testing.
- Julie Mitchell - Will this affect the current calendar end date?
  - Ralph's response - NO. That's definite.
- Renee Karibi-Whyte - What is our philosophy on learning vs. just review; I heard that Teaneck general district was only doing review because of accessibility issues.
  - Ralph's response - We are teaching new material.
- Can the packages be sent to kindergarten parents so they are not slammed?
  - Yvette Skaff responded - It's laid out day by day. Going to collect all work at the end and bring it in.
  - Ralph explained - Upper level doing the curriculum. Kindergarten work is hard to give because the Foundations are so regimented. There are a plethora of skills that Kindergarten will be sending out.

#### Back to Director's Report

- Enrollment update - currently at enrollment of 332. One 6th grader left. Spot offered to a sibling of a current student. Ms. Torres will follow up with the family.
- Bergen County Prosecutor's Office came and did a threat and vulnerability site assessment
  - Done every 5 five years - BCPO, Teaneck Police Dept., Teaneck Fire Dept. representatives present
  - Yvette SKaff was present
  - Reviewed last report
  - After speaking with them did a full walk through took notes and pictures
  - Will send a formal report. Supposed to be within a couple of weeks, but we will see given the current situation
  - FD in terms of updating escape routes - asked for entire floor plan and schematic of the stage
  - They were happy that TCCS will be redesigning the front room. Everyone will have to check in with the office to enter. That will have a huge impact
  - Made arrangement with Friends for funding
- NJSLA science scores finally came. They were supposed to come in winter of 2019, but were just received last week. Grades 5 & 8 outperformed State, but scores weren't as high as we are used to.
  - Possible reasons - 1st time with online testing and a different scoring system.
  - Will present at the next board meeting
- Testing for 2020 - up in the air. Currently scheduled for 5/4, but there is flexibility on administration of the test. What will be the impact of scores? More info to come.

- Unchartered waters - need to take it one day at a time

#### Sonia Torres; Report

- There was an HIB investigation
  - Not categorized as HIB, instead it was considered a conflict.
  - What's the difference - distinguishing characteristics (bias categories) are taken into consideration, doesn't have to be one though. In this case there wasn't one.
    - Went by specific questions to categorize.

#### Committee Reports

- Governance Committee Report for parent and staff survey.
  - Timing - should we do it now. What is the board's opinion?
    - Shelley Eleby - thinks we should go ahead now. Maybe some additional questions about what's going on
    - Julie Mitchell - hoping to meet with the student council. We have lost access to the kids b/c of the situation.
      - Sonia Torres & Renee Karibi-Whyte - we can do the student survey when we get back on April 13
- Also discussed contingency planning. Supposed administration got sick, who will be planning for the school. We should have a business continuity plan documenting what happens.
  - RG - there is an org chart that they will defer to in that event.
  - Governance may want to see what we have in terms of a business continuity plan
- We need a board election committee. Please email Shelley if interested. There are a number of positions that need to be filled.
- Communications Committee - Julie Mitchell asked if there was anything else for committee to do - surveys, communication, virtual meeting etc.

## PRESENTATION OF THE RESOLUTIONS

### Resolutions:

#### 2003-01 - Budget Summary

- Moved by Elliott; seconded by Holway. Roll call vote; resolution carries.

#### 2003-02 - SBA Financial Report (January 2020)

- Moved by Johnson; seconded by Holway. Roll call vote; resolution carries.

#### 2003-03 - Personnel Appointment - Custodian

- Moved by Karibi-Whyte; seconded by Mitchell. Roll call vote; resolution carries.

2003-04 - Integrated Pest Management Plan

- Moved by Capers; seconded by Mitchell. Roll call vote; resolution carries.

2003-05 - IPM Coordinator

- Moved by Elliott; seconded by Holway. Roll call vote; resolution carries.

2003 - 06 - Summer 2020 camps

Sports & Science

Theatre Camp

Art Camp

Moved by Mitchell; seconded by Capers. Roll call vote; resolution carries.

Looking into whether there is a specific need for a camp coordinator. RG will be following up.

***Meeting Adjourned at 8:20pm***