

Teaneck Community Charter School Board of Trustees

Minutes from Meeting: Nov 8 2021

In Person Meeting

[Meeting called to order](#): 7:04pm by Julie Elliott

Open Public Meetings Act notice read by Julie Elliot

Attendance

Board Members Present

Julie Elliott
Yvette Gonzalez
Xiomara Hadnot
Lorelle Holway
Anthony McGilchrist
Keisha Carter
Kirk Mitchell
Doug

Adam Fleischer
Yvette Skaff (ex-officio)

Administrators Present

Ralph Gallo
Sonia Torres
Kristina Anders

*present for a portion of the meeting

APPROVAL OF MINUTES

- NA

Opening to thank Mr Keitel for using the space and welcome to the first in person meeting.

Agenda Review

Enrollment Updates: Full Enrollment

351 students. Due to large turn over and transferring of other schools, no issues with filling spots.

Curriculum Update

337 students enrolled

2 pairs of siblings have left recently.

1 spot was offered to a sibling of a current student

Other 3 spots will be filled in the next few days

Grade 3, 4, 5, and 7th

We don't allow tours at the moment but because its a sibling they will come in the am.

We have a recorded open house they will watch from next year.

Waiting list if very strong

Lottery and Enrollment:

Opened up applications for 2022- 2023

Waiting list if very effective, old fashioned way would have been a manual entry / removal.

The lottery system updates the waiting list when there is an opening.

IF folks have siblings that are interested in enrolling they can apply. Sent out during

Nov 18th we will have our first an Open House - multi purpose room with masking and social distancing

Second open house will take place Saturday Dec 11th at 10am.

WE have a brochure for the upcoming school year. Will be distributed in the local pre-schools etc. This will happen in the next week.

Lottery will take place on Dec 10th before our January meeting.

IT's a great systems less of an event and it's automated.

Next on the list:

Charter renewal visit. Oct 22nd Friday, DOE came in and tours the school met with Students, teachers, parents and staff. They met a great mix of folks. They were very pleased on what they saw. We will not have a definitive answer in 6 to 8 weeks after the February 2022 decision. They will give us a full report on all their findings. Very pleased, very student centered approach to learning.

They saw that everyone understands what we are doing and how we are doing it. Assume we can be renewed without telling us it's official. The financial report of the renewal was done virtually. Thomas said it went well and we are in good shape.

Great job to everyone, I sent an email thanking everyone. IT's inspiring to listen to the feedback. Thank you to the teach reps and Board members?

JE: Did they mention anything about the expansion? New students?

RG: No that is part of the report but they said we do have the size for it.

Next:

Covid-19 Protocol Updates:

2 new highlighted sections

1. **Classroom seating:** Since school started we have been having a good experience with the plexiglass. Teachers are asking if the barriers are required. ITs now officially not recommended - it's up to us. A mask is mandatory. IF we cannot guarantee 3 feet of space we should keep them. In other cases when kids aren't sharing the table they can be removed. If approved tonight, it will be up to the teacher to use their common sense if they want to remove the shields or not. They are breaking, its almost not safe. We will monitor the situation and see how the classes are due. For example in Science where they share tables perhaps we keep. OTherwise teachers can use their discretion.
2. **The other change we are making is continuous - remember we will eat outside as much as we can. When talking about weather permitting - the temp cap will be 32 degrees. Make sure their kids are bundled up. As we see the temps fluctuate we enjoy the warm weather. We are reserving the right to have the kids eat outside if it's 32 degrees or above.**
 - a. **KM: Where did the temp come from? Has that been made official from somewhere? Has anyone eaten outside during 32 degree weather? That's cold. What's the plan for cold weather? EAting in the cafeteria.**
 - b. **RG: We hold that right. Every little bit helps and eating outside is one of those measures with keeping the kids healthy. Given if it's appropriate.**
 - c. **JE: Can we get space heaters? To make it a bit more comfortable if it's really cold.**
 - d. **AM: I would prefer if we raise the temperature? I do not want to leave it to an Executive Decision on how cold it is. 32 degrees is cold.**
 - e. **XH: It's based on the feel, not the actual temp. Are there any issues you've encountered while they are inside?**
 - f. **JE: For every parent that wants higher temperature there is someone who wants it warmer. It's an arbitrary decision.**
 - g. **XH: Hot lunches will not maintain 32 degree weather.**
 - h. **RG: Let's take out the temp and let's ask the Health Department. Ultimately this is an ED really - it's not up to the Board. LEt's pull out the temp - keep weather permitted.**
 - i. **XH: We go by a local health department.**
 - j. **JE: Our more prevalent priority is the health and safety of our kids.**
 - k. **KM: WE just don't want 10 kinds to call the next day with symptoms and it's just a cold.**
 - l. **KM: Can we rent the propane heaters? They have alcohol burning heaters.**

We will re-address temps with Health DEpa

- 3. Next topic: Covid 19 testing programs: I shared this with JE. Intro with a company via zoom with a testing company. Today they sent me an intake form - basically how many students we have, how many are getting testing and parents. IT's a saliva based testing PCR. Tuesdays and Thursdays. Students can only test once. Unvaccinated folks can test 2x. 48 hr test turnaround. No cost to the district, no proof of insurance, all covered by the state. There is a meeting tomorrow at 10am to discuss logistics and how it will all work. Nov 23 first day - only Teachers. They can do 60 tests in 1 hr. The following week we will start a full week of testing. Parents have to opt into getting their kids tested. IT's set up for our organization. Super organized. I will learn more about the portal tomorrow and I will share all the information with the community. The hope is because it's not too invasive that it will encourage testing. This pairing with vaccinations available to 5 and up will put us in a better position because everything up until this point has been reactive.**
- a. KM: Did they mention how accurate?**
 - b. RG: They said it's more accurate than a rapid test. The only time they had a false positive is if it's someone who has been sick within the 90 days.**
 - c. JE: Do they collect information on who is vaccinated?**
 - d. RG: I'm not sure but i will ask**
 - e. JE: It might be helpful to see the correlation between testing and being vaccinated or not.**
 - f. Kim Capers: We use the same company, we don't get asked about vaccination. It's not pleasant.**
 - g. JE: IS there any talk about a vaccination site at the school?**
 - h. RG: Wednesday there is a meeting with the Governor's office to discuss schools being a vaccination site. I am very pleased we are setting up a testing center at the school.**
 - i. JE: Let's say we have a vax child who has no symptoms and they test positive. The + results get the regular quarantine mandate. Close contact gets tested 5 days later. Quarantine is 14 days.**
 - j. RG: This will happen here from 11am - 2pm. Forms by parents gives permission for testing without Parents being present**
- 4. Revised School Calendar: The day the Governor called the state of the emergency - clarity - school doesn't have to close. IT's all depending on local conditions. We did a delay and helped work out staffing issues. The issue is when 12 staff members couldn't make it in because their kids didn't have school. School calendar has 1 emergency day in its current form. They have since clarified unless they discuss 3 days consecutively. There is talk about no more snow days. In order to have more flexibility during these situations, I wasn't comfortable with having just 1 day. I had a chance to speak with the SLT. No one wants the school year to go longer. We want**

to be forthcoming and I have to take days that I didn't have. We are putting those days in the calendar. We were going to end on the 17th of June. Using this opportunity to close on Juneteenth. IF we don't use any emergency days the last day of school will be June 16th. If we use all 3 emergency days, we will close June 22nd. IF the conditions say what they allow is used as a virtual day, we reserve the right to use remote days if the state allows. We won't push for that. Graduation date is June 15th to not overlap on the 16th with THS. Typically by the Spring we amend the calendar which we need to send to the DOE. We need to get through the Winter in order to do that.

5. **Emergency Remote / Virtual PPlan:** The state has asked every district to show a plan in the event of needing to go virtual. I took last year's remote plane and updated the document. It's a plan we have used and it works, hopefully we won't need to do that ever again. I have to submit this and this needs to be approved by the Board.

Sonia To:

Held 1st Parent Teacher Conferences for the 1st time. Just want to thank all the teachers for such a great job. It was a hard week because REal Time was down. Appreciate the parents' patience during the process. WANT to thank TCSCO for feeding the staff that evening. Helps tremendously. It was a great turn out - many teachers were booked. Thank you to all the teachers for accommodating.

We have our start strong assessments. We have preliminary results. Ralph is presenting in the next board meeting. This will have an action plan. ELA we actually added some points. It was difficult to get the assessment done. For the most part we did really well.

Emergency Drill Update: WE have done the same as we have in the past. We are socially distant. Students are able to grab their coats to leave their building. In the past I would give them an idea. We are now allowed to give a specific date because of social distancing. How often are Lockdown drills done? Once a month. Bomb threats / Code Red are all different. We have 1 emergency drill and 1 fire drill. We aren't allowed to disclose the process due to confidentiality. Sonia comes around to check on the students.

HIPP investigations and updates. Possible one today but will look into that as soon as possible.

Mr Adam: Curriculum update:

TCCS Math Data:

When we show the assessment the results are shown as follows. This is based on available data from this morning. **BOY: Readiness test.** Try to give that the 1st week of the school year. **Topic Assessments.** See presentation for details. The correlation shifts depending on the grade level. The data will be better correlated once we do the Benchmark assessment. If The green doesn't improve with a subject, do you go back and teach it? We don't do a full blown re-teach but we will review it. We use supplemental resources to introduce the topic. 1 week mini-refresher. Shared supplemental support: Grades K-4. See slide show.

The results of the red block had a lot to do with not retaining a lot of information with remote learning. Concern of cheating was big due to being at home. See slide show for supplemental supports for 5 - 8th Grade.

Action Plan:

Boost groups based on teacher of recommendations

Basic Skills

Areas of needed improvement

Are there any concerns you won't have enough time to teach? Things will be covered in depth but that depends on how the year goes.

Reviewing NJ Standards Start Strong

Lori Stuart joins to present ELA Dept Chair:

See slide show:

K - 2 Smart Kids

3- 8 Benchmark Assessments

If we see such disparity to how the kids are doing - it's concerning to see the large number. 5th and 6th graders are the biggest population of Classified Students.

Shared action plans:

Ask Ralph if we shared the assessments on the website?

Can we attach it to the minutes?

New Business:

Committee Updates:

Curriculum: XH: We met on the 14th. We saw Mr Adam's presentation. Discussed the action plan for below level students. PD will be offered to teachers to help with these supplemental. Summer work was the lowest compared to the past. PBIS aren't effective. Gifted and Talented programs will kick off this month. See meetings for review.

Another update Nov 18th.

Andrea: Do the teachers know it's up to them to refer students for Gifted and Talented.

Mr. Keitel will send out soon to teachers.

Is there a referring teacher for Art/Music?

We need to clarify with a deadline. This Friday teachers need to provide their referrals (students)

We should add a test to assess Arts / Music

We are looking at different approaches. We should discuss this in the next Curriculum meeting.

Is this parent referral - no.

Just want to make sure the teachers know they are the only ones to refer the student so that they make it a point to recommend. Want to make sure no kids miss out. After the recommendation letters go to Mr Keitel, he will notify the parent.

To speak to the delay, we started last year to put the program together. Looks like now we have all the things we are putting in place.

WE need to do better with communication on timeline, etc. Considering it's never existed it's moving in the right direction.

We will get some definitive timeline. If my child is not selected, what's the criteria?

The teachers need to be reminded of the selection process.

Presentation of Resolutions:

1. **Budget Summary: \$131,639.98 Moved by: Haddnot / Second: Mcgilchris / Resolutions Carries: Yes**
2. **Updated COVID-19 Protocols : Moved by: Holloway / Second: Mitchell Resolution Carries: Yes**
3. **Revised School Calendar: Moved by: Gonzalez / Second: K. Mitchell / Resolution Carries: Yes**
4. **Emergency Virtual / Remote Instruction Plan: Moved by: Carter / Second: Holloway / Resolution Carries: Yes**
5. **Physical Therapy Services Agreement: Moved by: Haddnot / Second: McGilchrist Resolution Carries: Yes - Special Services, on site for those that need it.**
6. **Personal Appointment (Instructional Aid): Moved by: J Mitchell / Second: Holloway/ Resolution Carries: Yes**
7. **Personal Appointment (Sub Nurse: Moved by: Carter / Second: J Mitchell Resolution Carries: Yes / \$250 was negotiated for experience / \$175 is the starting rate and she has a FT job.**
8. **Acceptance of Donation of the TCSCO - Moved by: Holloway / Second: Haddnot - because of liability we need to accept the donation. Long term it benefits us. Perhaps next we take the money and purchase it ourselves. It cost about \$50K. This donation is a formality to make it a property of the school. Resolution Carries: Yes**
9. **Personal Appointment - Extracurricular: Moved by: Haddnot / Second: J Mitchell Resolution Carries: Yes**

Meeting closes at 856pm.

Does the Board play a role on the playground design/purchases? TCSCO spent all their \$\$. I would suggest that we look at this during the Facilities meeting to collaborate with TCSCO. At that point the Board will be involved because it's not TCSCO money it would be the School money.

8th Grade Graduation Committee:: We will do a soft sell of raffles. \$100 of scratch off tickets. We have a number of other fundraisers. We will have a Blue Moon event Nov 16th. We will raffle a newly released Jordans. Popcorn fundraiser. Bingo event.

21-22 Re-Opening. Now in the 3rd week of school. All is going well. Positive all around. First staff meeting of the year. Thanking the staff for their hard work and having everyone in person. Everyone is cooperative and it's great to be back in the building.

Updates:

- 1. As we progress through the year, there will be changes to our reopening plan. We have a # of revisions on our protocols re: covid and school year. A few things have changed in house to our dismissal procedure and what works with kids moving around the building.**
- 2. First change is covid 19 testing. In speaking with Julie Elliot, she asked to reach out to the Board Attorney. Official determination that the rule that applies to the teachers applies to Board members. The Executive Order takes effect on Oct 18th - this means to be fully vaccinated.**
- 3. Previously surveillance testing would be initiated if recommended. Government will fund schools to test. \$249 MILL and distribute it to schools that apply for it. Gallo applied for this the Friday prior. The Vendor takes care of all the leg work but needs location and time. Once more guidance is available, Gallo will notify the public. Staff members are mandated to get tested if not vaccinated. No details on when this will start. This is for a preventative measure not just symptomatic. This will also be available for Board members or Teachers that aren't vaccinated. No structure yet. How often depends on the funds and how often they send people out for testing. We don't want this to have a negative impact on our ability to operate. Will be done on site - may be inside or outside. More details forthcoming and it will not cost us anything. Covered by the Department of Health. Pending parent approval for students to get tested. We will create some kind of a permission slip and get confirmation. Elliot: Can we broaden who gets tested? Parents that volunteer on Fruit Friday, etc?**
- 4. Lunch: Snacks and parties, We will encourage teachers to use tent all times unless it's raining. It's possible to have snack in classroom if they cannot go outside. When it comes to parties - no more individual birthdays, maybe one class party a month.**
- 5. PE: Sanitization equipment. We learned that it's less about the surfaces and more about the kid. One thing that is mandated is for kids to wash their hands before and after PE classes.**
- 6. Health Screenings: Changes: Rather than saying they have any 1 symptoms, we are going to limit 2 of 1 kind or 1 of a higher concern. Students should stay home or be**

sent home if they have: 2 of the following: Fever, or 1 of the following: cough, shortness of breath or difficulty breathing or loss of taste or smell. This is an updated guidance.

7. **Dismissal Change:** We learned over the 1st week and a half we need to revamp. Too many kids going at the same time to lockers or during dismissal. Not even social distancing. We staggered it out. We re-instituted PM home room for 3rd to 8th. This helps with not having everyone leave at the same time. This will allow kids to all leave safely. Bus kids now go to the gym if busses are late. Driver is supposed to enforce assigned seating. Question: Ms Elliot: What happens when busses are late? The students wait in the gym with designated lines. There has been a change in where the bused students and families wait and that has shown benefits. Mr. Mitchell: asked regarding bus aides, there are bus aides that go with the students on the way home, in the pm. TCCS Staff are the aides. Mr. McGilchrist: How do we ensure assigned seating? The busing company has worked with the Teaneck Police Department and has received proper training. Ms Torres shared that the driver will show the students on the first day. Mr. Gallo: This is the 2nd year they provide assigned seating.
8. **Travel:** Initial plan says travel is permitted, yes. IF you travel outside of the tri-state area, there is a quarantine period for unvaccinated students. Nurse will collect the testing. We are keeping a roster of traveling families.
9. **Cleaning/Sanitation:** Before and after cleaning as the day progresses. When entering ART they must wash their hands when entering and exiting the class.
10. See MAP for Dismissal changes.

Torres:

Back to School Night:

1. Today was the 1st night back to school for k, 1 and 2. Great feedback. Nice to see everyone. Parents liked the video. Tomorrow we have 3rd - 8th back to school night.

Ms Anders:

1. Update on PBIS - continuing from last year. We wanted to begin the year strong, we used the summer homework to be graded as a pbis. Today I imputed the points into the system. This was a great turn around with the points system. We ordered lanyards and badges with kids' names on them. If you have the app you can scan the barcode and add points. Expanding the capabilities so more staff members can be involved. Ms Haddnot: Asked if more students resulted in handing in due to the system? Sanders - Mr Adam said there were a good # of upper grade. Anthony: How do you keep track of the points? Sanders: Parent Portal you can see and if you download the app it will notify you. School wide points.

That wraps up the Directors Report

Julie: Committee Updates

Fin Comm: We reviewed the check register for this month. IT was a big # but typical for the beginning of the year. We spoke about the changes in staff appointments.

Curriculum meets on Wednesday. Setting up a Governance Meeting:

Resolutions:

Budget Summary: Julie reads resolution: Holloway moved, J Mitchel seconds, no comments: Resolution Carries

Update Covid Protocols: Julie reads resolution: Moved Mitchel, Carter seconds, Anthony comments: Not comfortable with approving the portion of testing for unvaccinated. Elliot: We changed the date to give enough time for those that need to get vaccinated. Changed to Oct 18th. Y Skaff: Is there an update with # of teachers vaccinated. Ralph: 85% vaccinated.

Mitchel: Do you expect that to increase due to the new mandate? Ralph: Don't know about the intention, haven't followed up with people that aren't vaccinated. Until we have the funding in place it will be up to them to do it. Should a teacher need to quarantine, do we have a plan in place for a substitute teacher. If they are on sick time, they cannot teach remotely. Elliot: Will we have an update from State about testing setup. Mitchel: How is the proof of vaccination being collected? Ralph: We are currently working through that. The approved documents will be shared with everyone. Elliot collected survey of board but the School will collect proof of vaccination: Resolution: carries / Anthony and Kirk abstain

Substitute Nurse: Moved: Xiomara, Second: Kirk Mitchel. Anthony: How are substitute nurses collected? Through the interview process. We have 3 subs through an agency. These are working Nurses. Resolution Carries

Health Care Staff Agreement: Julie Mitchell moves, Kirk Mitchell: Seconds / Resolution Carries

Vendor Pricing Agreement: Revolution Foods (we interviewed with vendors over the summer but unfortunately, for a school our size it's hard to get other vendors interested. We will maintain our agreement. PRices went up a bit but we switched to an individually packed lunch for covid. Hallway moves / Gonzalez seconds: Xiomara were there changes in the menu? Ralph: We haven't been in contact. They said they updated the menu. This vendor is more committed to healthy eating. Resolution Carries

Personal Appt: Gift and Talented Chair, Quiz Bowl Coach and STEM Coordinator: J Mitchel moves, Xiomara seconds. Kirk - what is quiz bowl. Keitel explains. Gifted and Talented Program: To oversee gifted and talented kids and stimulate and meet their needs. First year implementation, 2021-2022. STEM Coordinator will work with all grade levels about developing activities that fall under STEM. More hands on pieces. Resolution Carries

School Psychologist Services: Audry Messy Hadnot: Moves / Hallway Seconds. Hadnot: How does meeting with the parents work? The entire team will be there. Resolution Carries

Acceptance of Resignation of one of our aides: J Mitchel moves, Holloway seconds. He is moving on to a Counselor position to another school. Resolution Carries

Acceptance of Appointing for new aide: Moved by Anthony Mc, Holloway Seconds / Resolution Carries

We have a leave of absence request for 12 weeks unpaid: moved by Mitchell, seconds Holloway / Resolution Carries

Intern Head Custodian: Hadnot moves, J Mitchell seconds, Resolution Carries

Full time Custodian: Gonzalez moves, Holloway seconds, Resolution Carries

Part time Custodian: moved by j mitchel, second hadnot, resolution carries:

2 Additional Personal Appt:

Social Worker / Case Manager: .8 FT equivalency: Andrew Blanco: Gonzalez moves, J Mitchel, seconds. Question: Is SEL a graded class? No. It's expected to participate but won't be graded. Resolution Carries

Paraprofessional - to take on the duties 40% instructor and 60% aide: Hadnot moves / Holloway seconds: Hadnot: Credentials/Certifications: Ralph: Mathias is just about certified in behaviors. We purchased this program. This is an evolving role. He is also working with some of our behaviorally challenged students. He fills the gap. Looking to phase out of paraprofessional and fully behavioral. Once he has the official certification we will revamp the program and salary will change. The goal is to make him FT Behaviouralist.

Positive Action K-8. Lower grade teachers want to implement their own program to analyze the students. Will there be a formal solicit feedback on SEL? On top of community and staff and student feedback. Resolution Carries

Meeting is adjourned at 820pm