

**Approved Minutes of  
THE MEETING OF THE TRUSTEES OF MANHATTAN CHARTER  
SCHOOLS EDUCATION CORPORATION**

**November 18, 2020 at 6:00 pm**

Meeting called to order at 6:04 pm

**In attendance were trustees: Andria Olson, Becca Edil, Caity Conklin, Lauren Schwarz, Megann McManus**

**School Reps: Genie DePolo, Amy Salazar**

**Proposed Minutes**

Minutes of the October 21<sup>st</sup> meeting were reviewed by the Board and approved with one correction. Trustee Edil was not able to attend the meeting. The minutes were adjusted to reflect the correction.

**Reports**

Chief of Schools Report

Ms. DePolo reported that MCS and MCS2 are fully remote as of November 19<sup>th</sup> due to the closing of all NYC DOE school buildings. The 7 day rolling average for COVID-19 cases reached 3% which triggered the closing. As charter schools co-located in DOE buildings, we will not reopen until DOE buildings are reopened. Parents were notified of the closure immediately. This poses a hardship for many of our families who called the main office, some in tears, asking if there is any way we might remain open.

All preparations for fully remote were in place and we are confident the transition will be seamless. Teachers were told November 13<sup>th</sup> of the possible closure the week of the 16<sup>th</sup> and prepared each evening in the event they didn't return the following day.

All students and staff have electronic devices and internet service. Ms. Salazar and Ms. DePolo will go to the school to exchange any non working devices as long as schools remain closed.

At this time charter schools in DOE space are not required to test 20% of students and staff. There are no yellow, or orange zones in Manhattan at this time so we are not required to test.

School Foods notified Ms. Salazar and Ms. DePolo the DOE will be piloting the serving of hot food for student lunch in January. Daily cold meals are oftentimes not eaten by the children and the variety of options is very limited. We will know more once schools reopen.

On Saturday, November 14<sup>th</sup>, MCS and MCS2 partnered with a CBO and hosted a Thanksgiving

food give away. In addition, the Family Association supplemented the cartons of food with kitchen and bathroom papergoods, and personal toiletries.

Enrollment has remained the same since the last Board meeting. Recruiting for the 21- 22 school year is taking place. Manhattan Charter Schools will participate in the Common Application process sponsored by the NYC Charter Center, we currently have 23 applications through the Common App.

Student recruiting has begun. In addition to newspapers, parent magazines, Vanguard postcard mailing, we will be advertising in bus shelters for the months of January, February and March.

The 990 was submitted on November 16<sup>th</sup>, completing the audit. The audit was clean.

The next Board meeting for the 2020-2021 school year will take place December 9, 2020.

### **New Business**

Ms. DePolo asked the Board to consider an enrollment amendment for Manhattan Charter School for the remainder of the current charter term. The Board agreed to consider the request and will continue the discussion at the December meeting.

### **Unfinished Business**

There was no unfinished business

### **Executive Session**

There was no executive session

### **Public Comment**

There was no public comment.

The meeting was adjourned at 6:37 pm