

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

April 15, 2020 at 6:00 pm

Meeting called to order at 6:09 pm

In attendance were trustees: Andria Olson, Annabel Javier, Caity Conklin, Lauren Schwarz, Megann McManus

School Reps: Genie DePolo, Amy Salazar

Proposed Minutes

Minutes of the March 9, 2020 meeting were reviewed by the Board and approved without correction.

Reports

Chief of Schools Report

Ms. DePolo presented the Board with the schools distance learning update. The last day students were in school buildings was Friday, March 13th. Staff returned to the building March 17 -19 to prepare for distance learning. Instructional packets were created for students and distributed. Subsequent packets have been prepared by a third party and shipped directly to student homes. We will continue to do the same until the building reopen.

In addition to hard copies of instruction for students, for those who have access, MCS and MCS2 are using Google Classroom and Zoom sessions to provide instruction to students. Online programs are also available to students, however, they are to supplement the packets and teacher interaction, no supplant. We are aware of the need for devices and many students have no device, or no internet, or either available to them. Teachers all have Google voice telephone numbers to keep connected with students, along with email.

Teachers surveyed students to ascertain who needs an electronic device. 74 students at MCS, and 48 at MCS2 were offered Chromebooks or iPads to borrow for the duration. 51 were picked up at MCS and 34 at MCS2. Parents were also given information about how to get free internet services for their child. While there are still students without devices, many now have them and parents must pursue providers for internet service. Another opportunity to pick up a device will be provided if the need arises. Fifty additional Chromebooks have been purchased, twentyfive for each building. This is in anticipation of continued distance learning and more students needing electronic devices.

Our virtual lottery took place on April 3rd, at 11 am using SchoolMint. A third party observer, one of our auditors from PKF O'Connor Davies was present for the lottery. 34 families joined, the most we have had in a number of years. A transcript of the lottery will be posted on our website. Historically, we have required in person registration of all students. Given the current circumstances, we are forced to have parents register electronically, through SchoolMint. It has proven to be very successful. While a portion of the registration will still have to be in person, parents can secure their child's seat by completing the online requirements for registration.

Trustee Conklin asked Ms. Salazar for an update from MCS2. Ms. Salazar shared that the teachers are doing an excellent job with distance learning and maintaining supportive relationships with parents during this very stressful time.

Trustee Conklin asked all Board members to consider making a donation to City Harvest, if they are able, or any other food bank in the city, as a way to support our families during this very trying time.

Trustee Olson asked what the status of the 5th grade Moving Up ceremony was. Ms. DePolo explained that all end of year activities for all grades have been cancelled. Senior dues will be returned to all families who had paid them.

The remaining dates for Board meetings for the 19-20 school year is May 6th, and June 3rd.

The next Board meeting will be virtual if school buildings have not reopened.

New Business

There was no new business

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 6:50 pm