

**Board Meeting Minutes**  
**Global Community Charter School**

September 16, 2020

6:32 p.m. – 8:43 p.m. (scheduled to convene at 6:30pm)

*Minutes of the meeting of the Board of Trustees (BOT) for Global Community Charter School (GCCS) held on September 16, 2020 in the school building at 2350 Fifth Avenue and by videoconference.*

JZ noted quorum (JZ, MJ, KM, PG, NP and RM in attendance) and called the meeting to order at 6:32PM

Roll Call

BOT by video conference: James Zika (JZ); Mary Jilek (MJ); Kate McGovern (KM); Rob Moser (RM); Ibrahim Yusuf (IY); Nick Pozek (NP); Priyanka Gandhi (PG)

GCCS Staff: Bill Holmes (BH)

GCCS Staff by video conference: Kristan Norgrove (KN)

Parent Representation: None

BOT Candidates: None

Public: None

Public comment

No public comment.

Approval of August Minutes

Noting no discussion. RM moved, and NP seconded, a motion “to approve Minutes from the August 19 Regular BOT Meeting.” The motion was passed unanimously (JZ, MJ, KM, RM, NP, PG).

Middle School Project Management

BH introduced the activities that have taken place since our last meeting and the two (2) bids that we received and the one (1) vendor that withdrew from consideration for the Middle School Project Management work. Both bids are quoted with ‘not to exceed amounts’ based on a set of documented assumptions. BH responded to a number of questions and discussion from the BOT. BH also introduced the option of staying with the current vendor, Matter Real Estate. There was no specific recommendation from School Leadership.

Noting no further discussion, MJ moved and PG seconded, a motion to “to approve the award of the Middle School Project Management work to DBI Project.” The motion was passed unanimously (JZ, MJ, KM, RM, NP, PG, IY).

Family Handbooks

BH introduced the changes made to the Family Handbook from last year’s version. MJ and KM highlighted that the Handbook should provide clear text that specifically points the reader to major changes, especially items in the Addendum. MJ also discussed and recommended additional edits around text that appears more for the Staff Handbook as well as edits around the arrival at school process.

Noting no further discussion, RM moved, and JZ seconded, a motion “to approve the SY20-21 Family Handbook with the edits discussed.” The motion was passed unanimously (JZ, MJ, KM, RM, NP, PG, IY).

#### BOT Recruitment Update

JZ indicated that PG has been approved by SED and again welcomed PG to the BOT. KM discussed the recent activities around BOT recruitment and the candidates with whom we have been in discussions, and the resumes attached to the Agenda. The BOT discussed GCCS’ commitment to diversity and wanting to reflect that commitment with the Trustees we consider for our Board. The BOT discussed ideas for moving forward in our BOT Recruitment efforts

#### Middle School Build Out

BH introduced the PellOverton update for the 147th Street location attached to the Agenda. KM asked about the change from utilizing this space for K-2 versus middle school as presented. BH discussed that rental assistance issues led to this change.

#### Fundraising Task Force Update

KM introduced the Task Force minutes attached to the Agenda. BH discussed the Harvest LLC proposal included in the meeting minutes. MJ indicated that the next steps for Fundraising could / should be tied to the work of the Strategy Task Force.

#### Strategy Task Force Update

JZ introduced and discussed the recent conversation the Task Force had with Dan Passek.

#### Finance Committee Update

BH indicated there are no highlights or concerns with the P&L or Balance Sheet but that our enrollment is running at our budgeted enrollment and not above it where we would prefer. BH discussed that we are ready to begin the forbearance process with the PPE loan. The BOT asked a number of questions about our enrollment numbers and enrollment trends. BH addressed the BOT questions.

#### Chief Academic Officer Report

KN discussed that the school is currently on Remote Learning and discussed GCCS plans between now and early October, as well as what she is hearing from other charter schools. KN indicated that remote instruction is going well, highlighted a number of activities (including PYP assembly plans) and that all students are receiving their extra services. JZ thanked KN for her leadership and commitment to GCCS.

#### Chief Operating Officer Report

BH provided an update on GCCS’ COVID-related cleaning, building access and logistics. BH discussed the meal delivery program with Red Rabbit. The program has been overwhelmingly received well. JZ thanked BH for his leadership and commitment to GCCS.

#### Executive Session

JZ moved to enter into an Executive Session to discuss personnel matters at 8:20 PM.

JZ moved to exit the Executive Session at 8:43 PM.

### Adjournment

JZ adjourned the meeting at 8:43 PM.

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All trustee meetings for the Global Community Charter School are open meetings subject to the NYS open meetings law. While we encourage public participation and provide a designated time for public comment, individuals are limited to two minutes total of public comment each, unless the Board asks for additional feedback. All trustees and members of the public must abide by Global Community Charter School norms around professionalism and civility in their comments, these norms can be found in our school handbook. Complaints against a specific employee or public comments that may reveal confidential information will, consistent with the open meetings law, be handled through our dispute resolution process or may be heard in executive session.