

Board of Trustees Meeting Minutes Tuesday, September 22, 2020

Members present: Maura Fitzgerald, Jeannette Betancourt,

Others present: Brian Ferguson, Jeffrey Aler, Randi Berry, Mark Crusante, Lucille Ranchor Dechelle Damien, Karrine Montaque, Mihwa Park, Jayme Pabon

The meeting began with greetings from everyone. Mr. Brian Ferguson then informs everyone that the meeting will be recorded and transcribed.

CEO Report: Brian Ferguson

- School officially began on September 8, 2020, but everyone was remote until the 21st of September. Blended learning is new for everyone, but teachers and administrators received a lot of feedback from distance learning that occurred during the spring so they were able to make improvements in the program. Parents will be given an option to switch to blended learning from distance learning after the first quarter but those who are a part of blended learning can go remote at any time.
- For the safety of the students and the staff, funds were spent to improve/redo the HVAC units and replace air filters for both OWN 1 and 2. Flow plans were orchestrated by the architect so that we can ensure that everyone and everything will be properly distanced.
- Technological devices have been purchased for the students and we also requested to increase and improve the bandwidth for OWN 1 and 2.
- Bloomz has been introduced to all teachers, students and parents. Parents are required to complete a health questionnaire on the app daily before sending their children to school. Children are not able to enter into the building without getting their temperatures checked with the temperature machines.
- OWNCS ES 1 has been utilizing both entrances of the building to avoid heavy crowds during pick up and drop off. For example, grades K-2 uses the glass doors and grades 3-5 uses the courtyard.
- DOH has mandated all schools to report the number of students and staff on site and off site on a daily basis along with any covid cases so we have been making sure to submit the data in a timely manner.
- We have resubmitted our reopening plan to CSI after they asked for additional information, such as the SPECIAL EDUCATION and ENL components. Our revised plan has been approved.
- Mr. Brian Ferguson informed us that his main concerns are the distance learners and how our teachers must ensure that they are all learning and absorbing new information. He hopes that the teachers continue to keep track of ALL their students and endeavor to keep all engaged.
- Twitter and Instagram is being used on a daily basis now so Mr. Brian Ferguson hopes that OWNCS will soon have an online presence on social media.

- OWN 2 will now become an IB school. Training will be set up for the new staff. Our IB coordinator, Gina Patino is currently working to get the ball rolling.
- OWN 2 principal, Mr. Rodney Wilkins is currently on leave. He has informed the school that he will return mid-October. Meanwhile, Mr. Richard Lee is the interim principal and he has been well received by both the parents and the staff.

Facilities Committee Report:

Mark Crusante gave an update on the lease negotiations for both the elementary and middle school buildings. For elementary school, we are close to making a deal with EDC. He hopes to have the lease finalized by the following week. The middle school is still in discussion. Mr. Brian Ferguson also reported that searching for a place for OWN 3 has been difficult during this pandemic.

Finance & Audit Committee Report: Karrine Montaque

Ms. Karrine Montaque discussed the financials at the end of June 30,2020.

- Around 730 students were budgeted. The bulk of OWNCS revenues is the per pupil income and that continues to be strong for OWN 1.
- Less spending since there were no activities and school was closed in March for the remaining of the year. The legal expenses were higher, but the business office noticed a lot less expenditures such as building maintenance and security services, etc.
- The April, May and June bank reconciliations were submitted for review for both OWN 1 and OWN 2.
- For OWN 2, Ms. Karrine Montaque reports that there will be a loss due to deferred rent expenses. She hopes that OWN 2 will continue to gain students so that we will break even with rent and everything else. At the moment, OWN 2 has 268 students enrolled. Ms. Lucille Ranchor mentioned that she will continue to advertise via mailing and newspapers so that families can learn about OWN 2.

Parent Teacher Organization Report: Randi Berry and Dechelle Damien.

- PTO is currently working on a buddy system where each Kindergartner is paired up with a first grader and the first grader will write letters to answer questions and give advice to their younger buddy who is new to the school. In addition, PTO is planning to pair a buddy for the new OWNCS parent so they have someone who can help them with any questions or any issues, etc.
- In addition to planning virtual field trips, the PTO is also doing an EBT program where they suggest the families who are not food insecure to donate the value of their card so that they can purchase grocery gift cards for those families who are in need.
- PTO was also informed that there are still many families who are in need of technological devices, especially those with multiple children in the house so they are hoping that they can get some funds to help purchase more devices for those families.

OWN 1 Faculty Report: Jayme Pabon

Ms. Pabon reported that the kids are learning and engaged. The feedback from both the classroom teachers and parents have been positive. Although there were a couple of hiccups, they are continuing to learn from their mistakes and move forward. Everyone is supportive and most importantly, everyone is learning.

Meeting Adjourned