

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS
VIRTUAL BOARD OF DIRECTORS MEETING MINUTES
August 25, 2020, 7:00 p.m.**

I. Call to Order

Robin Henderson, presiding: Meeting called to order at 7:02 pm

Members present: Robin Henderson, Kay Smith, Tim Allen

Absent: Lori Stokes, Gary Leonard (came in right at the end of the meeting)

Staff: Dr. Tom Miller

Ms. Henderson welcomed the participants and opened the meeting. A Quorum was established. The Agenda was approved. MOTION: Tim Allen, Seconded: Kay Smith Vote: Approved by unanimous consent.

The minutes for the August 18, 2020 Board meeting were approved. MOTION: Tim Allen, Seconded: Kay Smith Vote: Approved by unanimous consent.

The minutes for the July 28, 2020 Board meeting were approved. MOTION: Tim Allen, Seconded: Kay Smith Vote: Approved by unanimous consent.

II. Presentation of Head of School Report

Dr Miller presented the Head of School report. Primary points of the discussion:

- Working on student schedules; appreciate everyone's patience as we move through these individually.
- A few teachers and students were in the building during the first week.
- Enrollment is at approximately 780 students; lower than estimated expectation.
- There will be a Town Hall Meeting on 8/26/2020 at 6:30 pm.
- School will reach out proactively for attendance at least for the first 5 days to ensure everyone can log in/take attendance.
- Trying to consider mental health needs throughout all activities, for both teachers and students, since dealing with remote learning and isolation is tough for so many.
- Administration met with the HR company we have hired to assist. Meeting went well. There will be a 1-800 number established for any complaints and other employee needs.

- The resource from the Finance and Business third-party company we engaged to assist was working today. They asked good questions. Introductions of this resource and the HR one will be done with the staff tomorrow.
- Approval was requested to approve a hire of the Middle School counselor and to accept a resignation of a teacher which happened on the first day of school. A motion was made to approve the new hire and accept the resignation. MOTION: Kay Smith, Seconded: Tim Allen Vote: Approved by unanimous consent.
- An insurance policy renewal comparison was presented to administration. Will be recommending the purchase of a cyber insurance policy for the school, especially due to all the remote learning taking place.
- Security and Safety- all exterior locks have been changed on all buildings and tier 2 locks will be done by the end of the week.
- A walkthrough of the Middle School was performed. Maintenance and typical upkeep was not performed over the last few months. A list of needs, such as areas to be painted, has been made and will be revisited with the budget to determine what can be completed.
- A message was sent to all staff regarding sharing classroom codes and links. Two program, Bark and Go Guardian, notified us of issues with sites visited on school equipment during class time.

III. Next Board Meeting

Gary Leonard entered the meeting.

Ms. Henderson stated the next Board meeting will be held virtually on Tuesday, September 8, 2020.

IV. Adjournment

Motion made to adjourn. MOTION: Kay Smith Seconded: Tim Allen Vote: Approved by unanimous consent.

Robin Henderson adjourned the meeting at 7:27 pm.

Robin Henderson, President

DATE