

ELSIE WHITLOW STOKES COMMUNITY FREEDOM PUBLIC CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

July 31, 2020

Attending: Carlos Bonner, Tracey Friedlander, Heather Harding, Hoyt King, Erica McGrady, Ami Richardson, Crystal Goliday

Staff Attending: Erika Bryant, Bill Moczdlowski, Linda Moore

The meeting was called to order at 3:00 pm by board chair, Heather Harding.

Executive Director's Report

Open Meetings Act

Erika Bryant presented an overview of the updated Open Meetings Act, legislation governing transparency of public agency board meetings.

Ms. Bryant will get clarification on the requirement to submit minutes to the Public Charter School Board within 30 days of board meetings. As Stokes School's board does not meet monthly, it may be necessary to convene special meetings to approve the previous month's meeting minutes...

Ms. Bryant advised that it might be necessary to schedule board training on the protocol for open meeting act.

Approval of Contract Computer Equipment to Lease

Bill Moczdlowski presented an overview of a three-year lease of 284 Chrome book tablets and 212 chrome books. The total contract value for the lease is valued at \$121,200 to be paid in monthly installments. Additional devices will be acquired for pre-kindergarten students. This lease will allow all students to have devices for distance learning and will allow the school to standardize devices used throughout the school. The long-term goal is that the school will continue to provide computer devices for all students beyond the pandemic.

Discussion:

- Upon renewal of the property insurance policy in August, the insurance carrier will be notified about the acquisition of the computers.
- The school has been notified that there will be a delay in receiving some of the devices.
- The school will also develop a written agreement with families who receive the devices and will update the Computer and Internet Usage Policy to reflect distance-learning requirements.
- A contractor or staff person will be assigned to make minor computer repairs.
- Replacement devices will be available in the event of breakage.
- The school has received previous grants equaling approximately \$55,000 to support IT expenses. Additional grant proposals for IT support have been submitted. The school acquired 10-15 hot spots for families who lack Wi-Fi access.
- Erika Bryant will research whether computer bags are included in the contract.

Action: Jenice View made a motion to give Erika Bryant authority to execute a contract for the lease of the aforementioned computer devices. The motion was seconded by Carlos Bonner and was approved unanimously.

Review and Discussion of Proposed SY20-21 Budget

Bill Moczdlowski presented an overview of the proposed SY20-21 budget.

Considerations in building the budget:

- \$338,000 revenue loss in 2019-20 because of the Covid-19 pandemic.
- In January, the school negotiated a new mortgage for the Brookland property with BB&T(now Truist) with a swap rate of four percent. Current interest rates are 2 ½ percent.
- A \$69,000 projected deficit
- Medicaid receipts in June for \$40,000.
- A SY 2019-20 year-end deficit of \$20,000

Budget Assumptions for SY20-21:

- The budget reflects uncertainty about revenues and expenses for the year.
- Half of the next school year will feature a hybrid instructional model and the balance of the year will focus on 100% in-classroom instruction.
- SY20-21 enrollment of 594 (350 at Brookland.; 244 at East End)
- 3% increase in Per Pupil Allocation
- Across the board salary increases
- The PPP Covid-19 loan can be completely forgiven
- No aftercare revenue or expense
- No Stokes Kitchen contracts or supper feedings
- National School Lunch revenue at 25% of SY2019-20
- Implications of addition of second grade classes at East End campus
- Increase by 50% of cleaning services
- Increase in insurance and legal fees
- Increase in professional development costs
- Anticipated revenue of \$3.3M
- Net income of \$3K.

Hoyt King commended Bill Moczdlowski and the school's leadership team for their diligence in developing the proposed budget.

Action: Crystal Goliday presented a motion to approve the proposed SY20-21 budget and to authorize the Finance Committee to make modifications to the budget as needed without getting prior full board approval. The motion was seconded by Jenice View and was approved unanimously.

The meeting was adjourned at 4:30 pm.