

MINUTES OF THE PUBLIC MEETING  
OF  
NOAH WEBSTER SCHOOLS-MESA

August 11, 2020

Held Virtually

DIRECTORS PRESENT: John Tomasson, Teresa Wales, Ronrico Miller

DIRECTORS ABSENT: Sharon Miller, BJ Pennington

PRESENT BY INVITATION: Vicki Dry, Secretary; Jessica Friedermann, Robert Rodenbaugh, Tara Bittinger

A public meeting of the Board of Directors (the "Board") of Noah Webster Schools-Mesa, an Arizona non-profit corporation (the "Corporation"), was held virtually at 4:30 P.M. A quorum being present, and the meeting having been duly noticed and called, the meeting was called to order.

1. Approval of the Minutes of the July 8, 2020 Board Meeting

The Board reviewed the minutes of the July 8, 2020 Board meeting. Director R. Miller made a motion to approve the minutes as presented. Director Wales seconded the motion.

The motion passed unanimously with Director Tomasson, Director R. Miller and Director Wales voting to approve.

2. Review the June 30, 2020 4<sup>th</sup> Quarter Financial Reports and Corresponding Information

The Board was presented with the internally generated June 30, 2020 Financial Reports and the corresponding information used in their preparation. The reports were discussed and it was noted that there would be minor changes to the reports prior to submittal to the auditors due to lagging invoices and pending grant receivables. The Board discussed year end enrollment and the effect of the COVID closures on the financials.

3. Updates on the School's Reopening Efforts with Consideration of the Recommendations from the Arizona Department of Health Services as well as Consideration of the Continuance of Pay for Support Staff.

The Board was provided with a copy of the ADHS – Safely returning to In-Person Instruction for their review. Discussion took place regarding the benchmarks listed by the ADHS for a safe return to school. Currently Maricopa County is still in the red and therefore is still at an unsafe threshold for return to in-person learning. The Board discussed the importance of being closer to the minimal benchmark prior to opening for

in-person learning. The Board also discussed current enrollment and what the on-line and in-person components of that enrollment were. It was explained that although parents are continuing to enroll, there were still many who have just not made up their mind and some who are deciding and then changing their minds. The school is keeping a very close watch on the fluctuations and will be working with the daily enrollment updates to determine class assignments. The COO explained to the Board that currently the school has planned to open for in-person instruction on September 8, 2020. She asked that the Board give administration the ability to adjust that date as needed according to the benchmarks provided. She stressed the importance of giving as much notice as possible to our families if we are going to change our previously announced opening dates.

Director Tomasson made a motion to allow Administration to establish and/or change in-person learning re-opening dates while considering the ADHS benchmarks provided earlier. Director Wales seconded the motion.

The motion passed unanimously with Director Tomasson, Director R. Miller and Director Wales voting to approve.

The COO also asked the Board to consider continuation of Support Staff pay while on-line only learning is taking place. She explained to the Board that although currently, all students will be on-line from August 19, 2020 until September 8, 2020, the school is required to provide a safe place for “at-risk” students to come and participate in on-line learning. We cannot apply a cap or turn students away. Although the school will be having them register in advance in order to get an idea of numbers, we are still unsure of just how many students this will include. This safe place will not have teacher led instruction. All instruction is on-line. We will however, need support staff for supervision of the student areas. In addition, support staff will be assisting in Microsoft forms preparation for the on-line learning platform, helping package and distribute breakfast and lunch for on-line student pick up and for in-school, at risk students, helping with sanitizing and prepping classrooms for in-school return. It would also prove detrimental if we were to lay off support staff and then try to hire them back several weeks from now. We have explained to staff that this year they will all need to be flexible and that a change in job duties should be expected from time to time.

Director Tomasson made a motion to continue Support staff pay with the condition that each staff member is filling a necessary position within the organization whether the work falls within the scope of their original job description or is alternative work for which the employee is qualified to perform as determined by Administration. Director R. Miller seconded the motion.

The motion passed unanimously with Director Tomasson, Director R. Miller and Director Wales voting to approve.

#### 4. Review and Adopt the School’s Mitigation Plan

The Board reviewed the School's Mitigation Plan. The plan had been prepared with the help and advice of the school's legal counsel. The Board discussed the various mitigation strategies and their alignment with "ASDH" and "CDC" guidelines.

A motion was made by Director Tomasson to adopt the School's Mitigation Plan as presented. Director R. Miller seconded the motion.

The motion passed unanimously with Director Tomasson, Director R. Miller and Director Wales voting to approve.

5. Review and Adopt the School's face Mask Policy for Students & Staff

The Board was provided a copy of the school's face mask policy for students and the face mask policy for staff. Both policies had been prepared with the help and advice of the school's legal counsel. They reviewed to ensure that both policies were in alignment with "CDC" and "ASDH" guidelines.

Director Tomasson made a motion to adopt the face mask policies for students and staff as presented. Director Wales seconded the motion.

The motion passed unanimously with Director Tomasson, Director R. Miller and Director Wales voting to approve.

6. Review and Adopt the Updated School Calendar

An updated 2020-2021 school calendar was presented to the Board for review. It was explained that the original calendar indicated an August 5, 2020 start date for instruction. With the mandatory closure, the school's calendar was extended by 2 weeks. All original days off and breaks were kept the same except for the addition of a day off on Memorial Day and a change to the last day of school from May 20, 2020 to June 4, 2021.

Director Tomasson made a motion to adopt the current version of the 2020-2021 School Calendar as presented. Director R. Miller seconded the motion.

The motion passed unanimously with Director Tomasson, Director R. Miller and Director Wales voting to approve.

7. Review of the COVID-19 Employee Procedures Manual Addendum and the Parent Handbook Addendum

The Board was given copies of the school's COVID-19 Employee Procedures Manual Addendum and the Parent Handbook Addendum for review. It was explained that these addendums focused on new policies and procedures specific to our COVID-19 Mitigation Plan and the guidelines from the "CDC" and "ADHS" for a safe return to on-site instruction.

8. Review of Website Posting and Parent Notifications

A listing of the required website posting and parent notifications was presented to the Board with information on the posting and notification dates.

9. Announcements

There were no announcements and the next Board meeting date was set for September 15, 2020 at 4:30 p.m.

10. Adjournment

There being no further business, the meeting was adjourned at 6:00 p.m.

Dated this 11<sup>th</sup> day of August, 2020

Vicki Dry  
Vicki Dry, Secretary