

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF  
CULTURAL ARTS ACADEMY CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on August 19, 2020.

IN ATTENDANCE: Henry Clouden III, Treasurer  
Shirley A Glasgow, Secretary  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. AR Bernard, President  
Dr. Laurie B. Midgette, Principal

**VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flows for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

**BUDGET**

The COVID-19 crisis has reduced the State’s revenues significantly. The impact of the lost revenue is seen in the state aid to districts and the charter school tuition formula. The charter school funding formula for 2020-21 was changed to include a 5.5% reduction in the formula similar to the “pandemic adjustment” rate applied to state aid to school districts in the budget. As a result, most schools will not experience a direct 5.5% reduction in their per-pupil funding for the 2020-2021 school year.

**CARES Act Application Deadline Extended**

On July 20, 2020 the Department published the CARES Act Combined Funding Application to all eligible LEAs. The Department is extending the due date for submission of the application from August 15, 2020 to August 31, 2020

**GOV. ANDREW CUOMO**

- On August 7, 2020, Governor Cuomo held a conference call announcing that all schools are authorized to open; every region is below the threshold – 5% over a 14-day period – that has been established by the state for reopening.
- The Governor is requiring that districts specifically **post the following components of their reopening plans on our website**: Plans for remote learning, including how equity issues will be addressed; Plans for COVID-19 testing for students and teachers/staff; and Plans for contact tracing. These aspects of reopening plans must be separately posted to websites by August 14th.

- In addition, districts and **charter schools must host a minimum of three discussion sessions for parents before August 21st**; the “big 5” districts must host five of these meetings. Districts and **charter schools must also host one teacher discussion session before August 21st** to ensure that all staff members have been engaged in discussions about reopening concerns and considerations.
- **Governor Cuomo** - "No district should consider themselves ready to reopen buildings until their plans are safe and everything in that plan meant to keep the school community safe is implemented. Being safe means parents and teachers must be confident in the reopening plan, and it is welcome news that districts must meet with parents and teachers this month."

### **TITLE I UPDATE – Pasek Consulting**

Gray Stewart is our Title I Coordinator working with Pasek Consulting. They are finished with ESSA and prepared for Title funds for 2020-21. The consolidated application is due August 31.

**NYC CHARTER CENTER - Notes from Sector-Wide Calls with NYC DOHMH and NYC DOE – From** calls on July 24<sup>th</sup>, July 31<sup>st</sup>, and August 14<sup>th</sup> with the NYC Department of Health and Mental Hygiene (NYC DOHMH) and the NYC Department of Education (NYC DOE).

### **Facilities and Infrastructure**

- Plexiglass is flammable and not allowed in NYC schools. Barriers are permissible, but no barriers are permitted that restrict ventilation or air flow.
- The most effective infection spread prevention method is social distancing (6ft) and limiting interactions to small groups or cohorts.
- Increase ventilation with incoming air from outside the building whenever possible.
- NYC DOHMH recommends no more than two (2) people in an elevator at a time.
- Overnight deep cleaning should be focused on disinfecting touchpoints, horizontal surfaces, and high-touch surfaces

### **PPE and Health Protocols**

- NYS DOH and NYC DOHMH are defining virus “exposure” as being within six feet of an infected person for a consistent 10-minute period or longer.
  - An individual or a pod exposed (as determined by NYC DOH) to a positive case must quarantine for 14 days.
- Face shields alone are not considered as effective as masks. Face shields are more akin to goggles, not covering the mouth and nose in order to restrict exposure. As an alternative, schools can use transparent masks.
- NYS has exemptions/waivers for children with medical or behavioral intolerances to face masks. The DOE/DOH are still reviewing the guidelines

around these children in DOE schools. Suggestions include keeping these groups smaller.

- Doctor's note is required if a student claims a medical exemption
- Any kind of face coverings are acceptable, except for masks with a valve.
- For after school activities, keep the number of individuals per pod to a minimum and attempt to align them with classroom pods whenever possible.
- Reconfigure staff areas to ensure social distancing.
- Breakfast/lunch is prohibited in DOE cafeterias.
- Outdoor activities and learning is encouraged, when possible.
- Key Tenets of NYC DOH
  - Promoting behaviors that reduce spread
  - Maintain healthy environments
  - Maintain health operations
  - Preparing for when someone gets sick
- Staff/faculty with physical symptoms should go home immediately.
- Paper towel use recommended over air dryers.
- PPE should be provided to faculty/staff at no cost.
- DOH Child Health is looking into the safety of Clorox wipes being used by children

### **Monitoring and Health Checks**

- Implementing temp checks is mandatory (but this can happen at home) before attending school:
  - Non-contact thermometers aren't always accurate.
  - A temperature of 100.0 degrees is the threshold for quarantine/potential infection.
  - Schools are required to have an isolation room for individuals with symptoms where an adult is present (6 ft apart) who can contact the parent. The isolation room must be separate from the nurse's office.
  - If a parent won't consent to temp checks or at-home screening, their children should be part of a remote learning schedule.
- **School staff should be trained to recognize the clinical symptoms of infection. The DOH is still working on a list of symptoms to share with schools.**
  - If symptoms are identified, the child should be sent to the nurse or to the isolation room.
  - Co-located schools can have one isolation room shared between the schools on the premises. Each school should identify a clinical response person within their school staff/faculty who can tend to any suspected cases.
- **Nurses must remain in their offices, available to determine the severity of symptoms, and to handle other school incidents.**
  - School nurses are not to conduct COVID testing.
  - Protocols for suspected, non-confirmed cases are currently being determined by DOHMH.

- At present, no mandate exists from NYS requiring a child to get tested prior to returning to school after suspected exposure or symptoms.
- Students/staff that have been exposed and undergone a consultation with NYC Track and Trace may be subject to a quarantine period of 14 days and must have no symptoms in order to return to the school.
- DOHMH is currently developing recommendations based on specific symptoms.
- **Quarantining/closure after confirmed case(s) in schools:**
  - DOHMH and DOE are still working on guidelines for DOE schools.
  - Schools will work with NYC Track and Trace and DOHMH to determine what quarantining and closure measures are required.
  - 10-day quarantine = isolation time for someone who is a confirmed COVID case (the span of the infectious period can be determined more accurately). If 10 days have passed and the student has no fever, they may return to class.
  - 14-day quarantine = exposed individuals (considers the time from a possible point of infection until the person no longer poses a risk to infect others). A negative test is not required for a student to return to school.
  - Charter schools will be notified should there be 2 or more cases in a 14-day period in a school with which they share a building.
- The child-only strain of COVID-19 is known to initiate an autoimmune response, and symptoms manifest rapidly and randomly, nothing additional for schools to do here except make sure that any students with any symptoms go to nurse for evaluation.
- The symptoms present in asymptomatic people have not yet been identified.

### **Working with Health Authorities**

- DOHMH is working to provide testing sites which can prioritize students and teachers, starting in the fall.
- DOE/DOH is working to ensure there will be nurses in all school buildings (including private space charters)
- NYC Track and Trace will monitor/trace those families who have had confirmed cases and interview them.
  - If the infection can be traced back to a school/workplace/church, DOH will speak to/interview the school.
  - Schools would receive a call from a DOH employee
  - DOH will receive all relevant case details from NYC Track and Trace.
  - Template letters for communicating with families are currently being developed.
  - Case information must be kept confidential.
  - 2+ cases within a 14-day period necessitates closure for a period of 24 hours for the entire DOE school building (all co-located schools) and a DOH investigation.

- Charter School teachers will have access to 34 expedited testing sites. The list of 34 sites is forthcoming, teachers will need a letter from their principal on school letterhead.
- DOH will contact private space charter principal if there is a confirmed COVID-19 case.

### **Updates on DOE Policy**

- DOE has updated its guidance as of 8/14 on what to do with a student/staff member that has symptoms.
  - Any individual (student or staff member) showing signs of COVID-19 can only return to school when all the following conditions are met:
    - Received a positive COVID-19 test AND
    - Isolated for 10 days AND
    - Presents clearance from a healthcare provider AND
    - The individual has been symptom free for 24 hours without the use of medication.

OR

- Received a negative COVID-19 test AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.

OR

- Never got a COVID-19 test AND
- At least 10 days have passed since symptoms started AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.

- Also note that while DOE has made it a requirement for students/staff to have a clearance from healthcare provider to return to school, this is not a requirement that DOH has given in city-wide guidance to work places.
- There is a longer symptoms list than there are symptoms to ask about on a screening survey. In DOE's guidance, they are recommending that any student having any of the following symptoms be evaluated by the school nurse:
  - Fever of 100.0°F or higher or chills,
  - Cough, shortness of breath or difficulty breathing,
  - Fatigue,
  - Muscle or body aches,
  - Headache,
  - Loss of taste or smell,
  - Sore throat, congestion or runny nose,
  - Nausea or vomiting,
  - Diarrhea.

The meeting was adjourned at 7:43am. – Shirley A. Glasgow