



**Friday, March 20, 2020 4:00 pm**  
**East Tampa Academy**

\*\*\* Meeting held via online conference call via GoToMeeting.

Members on the call: Michelle Shimberg (MS), Carlye Morgan (CM), Virginia Lieberman (VL), Robert Johnston (RJ), Darlene Demarie (DD), and Remus Bulmer (RB)

Guests: Aisha Vasquez-Jackson (AV) and Leon Donovan (LD)

### **1. Opening Session**

- a. Call to Order 4:02pm.

### **2. Distance Learning Updates**

- a. MS introduced the changes being made daily regarding the school:
  - Plans for at-home education that AV, Alex Penn, MS, and teachers are making to
    - i. Be in touch with parents
    - ii. Provide meals at community locations for 1 X/day pickup for breakfast & lunch
    - iii. Determine how students can best receive instruction (via internet or print packets)
    - iv. Offer free internet for the next 60 days through Spectrum
    - v. Discuss with Andre the possible purchase of Chrome Books for \$99
    - vi. Best meet the needs of ESE students with IEP's and those in speech therapy
- b. The student calendar can be extended through June 30. We need to follow district guidelines, where-in principals, security officers, food service, and custodial workers are on-site, while teachers work remotely. Parents who opt for print packets rather than internet for their students' work will drop off completed packets at the school.
- c. Beginning March 23, teachers will use a parent-call script that Alex will have devised to initiate the remote learning from home. Additionally, Alex will provide continuing professional development for teachers (and staff).
- d. AV will then create a weekly schedule for parents and determine what staff members can be on-site. Distance learning work begins 3/30.

### **3. Staffing Requirements through 4/15**

- a. MS discussed auxiliary staff whose job responsibilities are not directly tied to the current distance learning situation ETA is experiencing:
  - Food service employee
  - Teacher's aide



- PE aide
  - ESE teacher
- b. Suggestion was made that perhaps Williams and Hough as FT employees could use the time to acquire aide certification.
  - c. MS questions what the board should do because we anticipated expenses through May but not June 30 and also notes that AV is the only employee with school-aged children impacted by “Families First” legislation.
  - d. CM says it’s a tough decision to lay-off staff if funds are available and asks if there are cost savings through the caterer we’ve used. MS provided information on the general costs of the food services. CM asks if we can use those funds to pay 2 aides to (board members suggest):
    - Helping teachers with calls and assembling packets
    - Walking parents through the process(es)
    - Creating a schedule for teachers and others to be at the school
  - e. MS says while there’s not enough work for the auxiliary (non-teaching) staff now, we can define projects in preparation for next year. She refers to the growing school/location problem and suggests now is not the time to expand and move due to the concern about students’ time away from the school and our inability to go door-to-door to recruit students for next year. She adds perhaps we can postpone thoughts about our move till next year and ask for an extension of the VPK grant.
  - f. In response to financial concerns, VL mentions the difficulty of fundraising at this juncture in time, but that she, RB and LD will brainstorm possibilities before the April 6 meeting. She adds that perhaps Daniel Dean would consider not raising our rent at this critical time.
  - g. AV raised the point that the food services worker runs a commercial cleaning company. She has offered to do a deep cleaning of the school for \$1,200. VL questioned the necessity, and MS said she’s getting other quotes. CM noted we would see about cleaning being part of Wiggins regular pay, so we aren’t double paying her while there is no food service work.
  - h. The board’s disposition is to retain staff if financially possible.
  - i. The board also wishes to retain the VPK staff if financially possible.

#### **4. The meeting was adjourned at 5:15pm**

**The next meeting is via teleconference on April 6 at 3 p.m.**