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Emergency Meeting Minutes
Executive Committee of the Board of Directors – Envision Education
Friday, March 13, 2020
Envision Education Support Office
111 Myrtle Street #203
Oakland, CA 94607

I. Preliminary

1. Call to Order

- Board Chair Mark Daoust called the meeting to order at 3:30pm.

2. Roll Call

- Attendees by teleconference: Keysha Bailey, Mark Daoust, Susan Portugal, Gia Truong
- Absent: none
- Others Present: Sele Nadel-Hayes, COO

II. Public Comments and Announcements: None

III. Envision Schools' Response to COVID-19 Pandemic - Discussion of School Closure for City Arts & Tech, Envision Academy and Impact Academy:

- Board chair Mark Daoust asked for an update on how Envision students and staff have been impacted by the coronavirus pandemic.
- CEO shared that students and staff are nervous and concerned about the spread of the virus and how it will affect them. She also shared that the Support Office leadership and school leaders are managing the situation as best they can.
 - COO Sele Nadel-Hayes is the Incident Commander
 - CSO Laura Robell is supporting principals to manage questions and concerns
 - Director of HR David Edwards is managing inquiries around leave.
 - The school teams in collaboration with the Support Office teams are getting ready for the potential of closure and are ready to offer distance learning to all students.
 - Students will all take their Chromebooks home and if the board approves closure, teachers will have Monday 3/16 to plan to launch distance learning on Tuesday March 17th.
- Susan Portugal inquired about meal service if Envision schools do close.
 - Sele Nadel-Hayes shared that she and her team are working with SFUSD and OUSD Nutritional Services to ensure that our students are provided lunch each day during potential closure. SFUSD is also closed and City Arts and Tech is one of their city-wide

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lunch pickup locations. OUSD Nutritional Services has agreed to continue to provide lunch to Envision Academy and Impact Academy students.

- Keysha Bailey shared her appreciation for the leadership team's thoughtful plan.
- Mark Daoust and Susan Portugal asked the leadership team to reach out if we need any support during this difficult time.
- Gia Truong shared her recommendation to close our three Envision schools starting Monday March 16, 2020 and resuming all scheduled classes and activities Monday, April 6, 2020 after our scheduled Spring Break. She also shared that for the next two weeks, Envision will offer all students opportunities to continue their studies through at-home, online activities with their teachers beginning on Tuesday afternoon, March 17.
- Recommendation: To close City Arts and Technology High School, Envision Academy, and Impact Academy from March 16th through April 5th.
- Motion: Susan Portugal
- Second: Keysha Bailey
- Approved by roll call vote: Yes 4 No 0

IV: Adjournment

- Meeting was adjourned at 4:00pm