

**Northwest Youth Corps Twin Rivers  
Charter School Advisory Board  
Meeting Minutes April 7th, 2020**

Present: Jeff Orlandini, Dennis Dover, Tony Phifer, Helen Haberman, Jane Kammerzelt, Jay Breslow, Jeff Parker

4:30 Meeting started

**Minutes from March meeting** - unanimously passed with motion by Dennis, seconded by Tony

**Public Comment:** none, no members of the public were present

**Principal Report and Discussion** – Transitioning to On-line Learning: Jay provided a copy of the letter that was written to parents of the students outlining online learning format and available resources, as well as modified school schedule. There are currently 35 students enrolled with potentially 12 seniors on track to graduate. TRCS is waiting for specific instructions from 4J School District for the protocols for graduation requirements at this time.

**Director Report** – Finance Report and contingency plans: Jeff provided a copy of the Budget vs Actual for TRCS from July 2019 through March 2020 and it was discussed. The NYC management team is working with the TRCS staff on the expense protection measures that have been instituted agencywide. Jeff P and Jay are working on a corrective action plan with respect to expenditures.

The Advisory Committee scheduled a closed work session to discuss the 2020-2021 year with expense protection measures in place for Tuesday April 14, 2020 at 4:30 pm.

**5:30 pm Meeting adjourned**

Respectfully Submitted:

Jane Kammerzelt, Secretary \_\_\_\_\_ Date: \_\_\_\_\_

Jeff Orlandini, President \_\_\_\_\_ Date: \_\_\_\_\_