**MINUTES**

**Excel Academy Charter Schools Board Meeting**

**Friday, March 20th, 2020 – 9:30am**

**Conference Call**

**Board Members Attending by Phone:** Ben Howe (Chair), Tom Ellis (Treasurer), Caitlin Brumme, Hazie Crespo, Tania Del Rio, Robert Lytle

**Staff Attending:** Owen Stearns (CEO), Lana Ewing (Chief Academic Officer), Diane Cohen

(Director of Marketing and Communications), Andrew Solomon (Chief Finance Officer)

Ben Howe, Board Chair, called the meeting to order at 9:30am and presided over the meeting. Diane Cohen kept the minutes of the meeting.

**1. CEO UPDATE**

Owen opened the meeting and presented updates on the timing of the closure and resource distribution since the Coronavirus outbreak. He shared how we are collaborating with charter leaders across the state. Excel staff members reviewed progress in reach of their areas of focus: Finance, Operations, Academic Support, Development, and Communications.

Ben motioned to adjourn the meeting at 10:30am, seconded by Tom and the meeting was

adjourned.

List of Documents Presented at the Meeting:

1. N/A

Respectfully Submitted,

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Ben Howe, Chair