



BOARD MEETING

April 27, 2017

Time: 6:40pm – 8:20pm
Location: 117 N. Franklin St, Hempstead, NY 11550
Facilitator: Bishop Barrington Goldson, Chairman of the Board of Trustees
Board Secretary: Felicia Barracks

Trustees in Attendance: Hazelin Williams, Dawn West, Robert Stewart, Roderick Roberts, Sheila Dancy-Wilkins, Stephen Rowley and Sandra O'Neil

Others Present: Dermoth Mattison (MS Principal), Travis Holloway (HS Principal), Donna Douglas (Director of Operations), Washburn Martin (Business Manager), Hope Chin (Business Manager), Nicholas Stapleton (Chief Academic Officer)

Board Chairman Goldson opened the meeting with salutations and thanked everyone for their attendance. Mr. Haughton's report has been submitted to the Board in his absence (currently attending the Charter Growth Fund Conference in Texas). Plans that were submitted to the Build Planning Board have been accepted and approved. Chairman Goldson requested a motion to accept the Executive Director's Report. Motioned by Trustee Rowley, seconded by Trustee Roberts. Chairman Goldson called for the PTO's report.

Report: PTO's Report
Person Responsible: Sandra O'Neil

Discussion

- ❖ Meetings
- ❖ Events & Activities
- ❖ Fundraisers
- ❖ Financial Report

Action Items:

Deadlines:

Conclusion:

Mrs. Oneil provided the Board with her report. There was no PTO meeting for the month of April due to the inclement weather. The next PTO meeting will be held on Thursday, May 11, 2017. Parents are still expressing concerns regarding the plans for the High School. Regarding events and activities, the PTO assisted in sponsoring the Pep Rally held on March 24, 2017 and the Reading Gains Party held on April 24, 2017. On May 10, 2017, the PTO will be hosting a post NY State Exam Family Skate Night. May 12, 2017 will be the first Paint and Sip Party which replaces the Mother Son Dance. The Staff Appreciation Luncheon has been rescheduled for June 7, 2017. All staff and Board members are welcomed to attend. Lastly, the Daddy and Daughter dance will be held on June 2, 2017. The PTO's Art Fundraiser has ended. Mother's

Day plant sales have been submitted and are guaranteed to be delivered by Mother's Day. In closing, the March 2017 Financial Statement reflects an ending balance of \$14,944.04.

Board Chairman Goldson accepted the PTO's Report and expressed appreciation for the work of the PTO. Chairman Goldson informed that the concerns of the parents regarding the High School will be addressed.

There were no further questions or comments.

Board Chairman Goldson called for the Chief Academic Officer's Report.

Report/Reporter: Chief Academic Officer's Report

Person Responsible: Nicholas Stapleton

Discussion

- ❖ STAR Early Literacy Scaled Scores
- ❖ STAR Math Scaled Scores
- ❖ ODMS/ Reports
- ❖ Dashboard 2016-2017
- ❖ Academic Performance for English Language Learners

Action Items:

Deadlines:

Conclusion:

Dr. Stapleton presented his report to the Board. He provided a highly data driven report of which he highlighted various exam results. The reports submitted were the STAR Early Literacy Scaled Scores, STAR Math Scaled Scores, ODMS/ Reports, the Dashboard 2016-2017 and Academic Performance for English Language Learners. Board Chairman Goldson along with other Trustee members gave commentary and asked questions regarding various results shared. Dr. Stapleton was also thanked for his service and detailed visual presentation.

Board Chairman Goldson requested a motion to accept the Chief Academic Officer's Report. Motioned by Vice Chairman Stewart, seconded by Trustee Dancy-Wilkins.

Board Chairman Goldson called for the Middle School Principal's Report.

Report/Reporter: Middle School Principal's Report

Person Responsible: Dermoth Mattison

Discussion

- ❖ Middle School Instructional Updates
- ❖ Math IA #3 Data Action Plan
- ❖ Middle School Culture Update
- ❖ Middle School Events

Action Items:**Deadlines:****Conclusion:**

Mr. Mattison provided the Board with his report. In Grade 5, student proficiency on the IA#3 increased by 19% in comparison to last year's results; in Grade 6, students who scored level 4 on this year's IA#3 increased by 10%; in Grade 7, student proficiency on the IA#3 increased by 24% and, in Grade 8, students who scored level 4 on the exam increased by 5%. There were four suspensions in April. The year to date attendance average is 96%. Regarding MS events, the "Coffee and Conversation with the Principal" parent meeting was held on April 1st. Fifty families were in attendance. The meeting focused on the upcoming Math exam along with effective test taking strategies. And, progress reports were mailed on March 31, 2017.

Board Chairman Goldson requested a motion to accept the Middle School Principal's Report. Motioned by Vice Chairman Stewart, seconded by Trustee Rowley.

The floor was opened for questions or comments on the Middle School Principal's Report.

Trustee Rowley expressed thanks for the overall improvements reported. Commendations were also expressed regarding the improvement in visual presentation and Chairman Goldson expressed particular appreciation for the proactive nature of the report.

Board Chairman Goldson called for the High School Principal's Report.

Report/Reporter: High School Principal's Report

Person Responsible: Travis Holloway

Discussion

- ❖ Instructional/Academic Updates
- ❖ School Culture Update
- ❖ 2017-2018 High School Planning Update

Action Items:

None

Deadlines:

None

Conclusion:

Mr. Holloway provided the Board with his report. From April 11th-13th High School scholars participated in the Spring Intersession Regency Academy to receive academic support in Common Core Algebra I or Geometry, US History and Living Environment. This was in preparation for the June Regence Examinations. A college expo hosted by the Nassau Counselors' Association at Hofstra University was attended by forty-four scholars. Summer School will begin shortly after July 4th and has been scheduled for 6 weeks until the Regents exams on August 16th and 17th. Attendance for the month of March was 92.8%. There were no suspensions for the month of April. Four teams have been assembled to collaborate concerning specific aspects of the HS and its programs. These teams also promote the active development of teachers as leaders and active participants in the broader school community. The teams are *Regents Administration* whose main function is to develop, adjust and communicate the school's process for administering NYSED Regents exams, *Students On-Boarding* which focuses on

developing systems and practices that the HS will utilize to engage new scholars and families from registration to the first day of school; *Student Activities* is tasked with designing and planning student-related activities, behavior incentives, student government, etc., and *Staff On-Boarding & Professional Development* has dual purpose; first, to develop a plan for engaging new staff members prior to the start of the academic year to support the transition of the professional, academic, and cultural expectations of the HS staff, and secondly, the team will work with the entire staff to identify and plan ongoing professional development activities that will support the work being done with our scholars.

Board Chairman Goldson requested a motion to accept the High School Principal's Report. Motioned by Trustee Roberts, seconded by Trustee Williams.

The floor was opened for questions or comments on the High School Principal's Report.

A very brief discussion concerning US results and the retention process in the HS was held.

Board Chairman Goldson called for the Director of Operation's Report.

Report: Director of Operation's Report

Person Responsible: Donna Douglas

Discussion

- ❖ Student Recruitment
- ❖ Registration
- ❖ Current Student Enrollment
- ❖ School Meal Program
- ❖ Attendance as of April 26, 2017
- ❖ Staff Recruitment
- ❖ Compliance
- ❖ Fire Drills

Action Items:

School Meal Program

Deadlines:

Conclusion:

Ms. Douglas provided the Board with her report. The 2017-2018 Lottery Results (graphed) was read. In summary, there were 998 applications received and 168 seats were awarded. The highest amount of seats was applied to Kindergarten. Registration for new students entering Kindergarten thru 10th Grade will be held on two Saturdays in June. To date, there are 927 students enrolled; our budget number is 930. Within the School Meal Program, 9746 breakfasts were served, 17133 lunches were served and 18508 snacks were provided. Regarding attendance, the Instructional Staff attendance rate is 96.06% and the Non-Instructional Staff attendance rate is 94.60%. To date two recruitment efforts have been made by having an In-House Job Fair on March 11th and participated in 2 external job fairs held Feb. 23rd and March 27th. Under compliance, the Staff Snapshot Information, Civil Rights Data Collection, Amendment to the Basic Education Data System (BEDS) and Amendment to 2016-2017 have been completed and submitted to NYSED. Lastly, the final 2 fire drills for both buildings will be completed in May. Board Chairman Goldson thanked her for her report.

Board Chairman Goldson requested a motion to accept the Director of Operation's Report. Motioned by Trustee West seconded by Trustee Williams.

Report/Reporter: Business Manager's Report (Feb/Mar)

Person Responsible: Washburn Martin

Discussion

- ❖ Financial Analysis
- ❖ Profit & Loss
- ❖ Balance Sheet
- ❖ Statement of Cash Flows
- ❖ Capital Expenditure

Action Items:

None

Deadlines:

None

Conclusion:

Board Chairman Goldson requested a motion to table the Business Manager's Report and accept the resolution. He advised that The Academy Charter School is in good financial standing as confirmed by both our internal financial staff and externally. We are in fact retaining more funds than projected. Motioned by Trustee Rowley, seconded by Trustee Roberts.

The PTO President took this opportunity to welcome the PTO Secretary; Stephanie Gomez, who is present in tonight's meeting. Chairman Goldson extended welcome and thanks for her work within the PTO. There were no further questions or comments.

Board Chairman Goldson requested a motion to adjourn the meeting. Motioned by Trustee West, seconded by Vice Chairman Stewart.

Board Chairman Goldson thanked everyone for attending. With no further questions or discussions, the meeting came to an adjournment at 8:20 PM.