



BOARD MEETING
September 18, 2015

Time: 6:45 pm – 9:15 pm
Location: 117 N. Franklin Street, Hempstead, NY 11550
Facilitator: Bishop Barrington Goldson, Chairman of the Board of Trustees
Board Secretary: Felicia Barracks

Trustees in Attendance: Barrington Goldson, Hazelin Williams, Dawn West, Shelia Dancy-Wilkins, Robert Stewart, Stephen Rowley, Janet Sanderson, Peter Goodman, Sandra O’Neil

Others Present: Wayne Haughton (Executive Director), Clarence Williams Jr. (Principal), Donna Douglas (Director of Operations), Washburn Martin (Business Manager), Hope Chin (Business Manager), Nicholas Stapleton (Educational Consultant) Staff and Parent Representation

Chairman Goldson opened the meeting and called for the PTO’s report.

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

Discussion

1. Meetings & Events
2. Fundraisers
3. Financial Report
4. Parent University

Action Items:
None

Deadlines:
None

Conclusion:

Mrs. O’Neil provided the Board with a summary of the PTO’s first meeting. The meeting was well attended and the parents were given a broad overview of the goals for the 2015-16 school year. The Board was informed that the first fundraiser for the school year is scheduled to begin on 9/21/15. The Board was provided with a detailed financial report. Lastly, the Board was informed that the PTO has been in contact with the school to collaborate to schedule workshops for the parents.

Chairman Goldson requested a motion to accept the PTO’s report. Motioned by Trustee Stewart seconded by Trustee Rowley.

The floor was opened for questions or comments on the PTO's report. There was a brief discussion regarding the creation of specialized committees within the PTO. There were no further questions or comments.

Chairman Goldson called for the presentation by the Student International Travel Experience Committee.

Report/Reporter: Head of Committee for the Student International Travel Experience
Person Responsible: Thomas Passalacqua

Mr. Passalacqua reviewed the benefits of traveling for students. He provided the Board with two possible options for the international trip for students for the 2015-16 school year. Trustee Williams will serve as the Board liaison to meet with the committee and the school leadership to discuss the next steps.

Chairman Goldson called for the Executive Director's report.

Report/Reporter: Executive Director's Report
Person Responsible: Wayne Haughton

1. Assessments
2. High School
3. Career Development
4. Culture
5. School Opening
6. Safety
7. Needs Assessment
8. Chapter Bill
9. Litigation
10. Financials

Action Items:
None

Deadlines:
None

The Executive Director informed the Board that the results from the 2014-15 Common Core Assessments were released this month. An analysis of the scores was sent to the Board and bondholder and an intervention plan has been implemented to address any areas of deficiencies. In regards to the high school, the Board was informed that preliminary submission of the application and curriculum was submitted to the Charter School Institute. In regards to career development, the Board was informed that a program is being explored which would allow students to become self-aware, understand their future opportunities and build actionable plans to get there. In regards to the culture, the Board was informed that the student culture plan was implemented and the leadership culture plan is currently under review. The Board was informed that the Open House was well attended and the first day of school was

successful and met with very few challenges. In regards to safety, the Board was informed that the request for no parking on one side of Bedell Street has been granted. The Board was informed that we are still awaiting the release of funds from the infrastructure grant that was approved by the state. In regards to the chapter bill for the reimbursement of taxes, the Board was informed that the funds have been received. Mr. Houghton informed the Board that there is no new litigation that involves the Academy. In regards to the financials, the Board was informed that the last financial report for 2014-15 has been completed and the school ended with a positive debt service ratio. This information along with revenue and expenses will be covered by Mr. Martin and student numbers and personnel will be covered by Ms. Douglas.

Chairman Goldson requested a motion to accept the Executive Director's report.
Motedioned by Trustee Dancy-Wilkins, seconded by Trustee Stewart.

The floor was opened for questions or comments on the Executive Director's report. There was discussion regarding the details of the student culture plan. There were also inquiries regarding whether all resources that are needed are in place. There were no further questions or comments.

Chairman Goldson called for the Elementary/Middle School Principal's report.

Report/Reporter: Elementary & Middle School Principal's Report

Person Responsible: Clarence Williams, Jr.

Discussion

1. Assessment Updates
2. Important Dates
3. Instructional Updates
4. Parent Handbook

Action Items:

Provide the Board with a report that depicts the individual student growth from the last assessment.

Deadlines:

Conclusion:

Principal Williams provided the Board with a comparative analysis of the 2015 Common Core assessments scores. The Board was also given a comprehensive action plan which outlined the response to the data. The Board was reminded of important dates on the school calendar. The Board was provided with a document that outlined the academic leadership structure for the 2015-16 school year. The Board was given a preliminary outline of the topics that will be covered during the month of September in professional development. Lastly, the Board was provided with a draft of the parent handbook for approval.

Chairman Goldson requested a motion to accept the Elementary/Middle School Principal's report. Motedioned by Trustee Sanderson, seconded by Trustee Dancy-Wilkins.

The floor was opened for questions or comments on the Elementary/Middle School Principal's report. There was discussion regarding the individual progression of students from the last assessment.

Mr. Haughton, the Executive Director, noted an amendment to the Principal's presentation regarding the structure of the academic team. The amendment is as follows: the Consultant reports to the Board and Executive Director and consults with the Principal. There were no further questions or comments.

Chairman Goldson called for the Educational Consultant's report.

Report/Reporter: Educational Consultant's Report

Person Responsible: Dr. Nicholas Stapleton

Discussion

1. School and Teacher Effectiveness Ratings
2. Curriculum Instruction and Assessment

Action Items:

None

Deadlines:

None

Conclusion:

Dr. Stapleton provided the Board with information regarding the school and teacher effectiveness rating for 2014-15 that was released by NYSED. The implications of the report were discussed and recommendations were made for practical use of the information provided. Dr. Stapleton discussed instructional planning and teacher support as a focus for the 2015-16 school year.

Chairman Goldson requested a motion to accept the Educational Consultant's report. Motioned by Trustee Goodman, seconded by Trustee Williams.

Chairman Goldson called for the Director of Operation's report.

Report/Reporter: Director of Operation's Report

Person Responsible: Donna Douglas

Discussion

1. Student Enrollment
2. Sumer Feeding Program
3. Lunch Application
4. Compliance

Action Items:

None

Deadlines:

None

Conclusion:

The Board was informed that the current student enrollment is 771 and was given a breakdown by grade level. The Board was informed that the summer feeding program was a success and was provided with data. The Board was informed that all lunch applications have been distributed and Parents must return the forms by 9/18/15. Lastly, in regards to compliance, the Board was informed that all required reports have been submitted.

Chairman Goldson requested a motion to accept the Director of Operation’s report.
Motedioned by Trustee West, seconded by Trustee Rowley.

The floor was opened for questions or comments on the Director of Operation’s report. There were no questions or comments.

Chairman Goldson called for the Business Manager’s report.

Report: Business Manager’s Report

Person Responsible: Washburn Martin

Discussion

- 1. Financial Reports
- 2. Profit & Loss
- 3. Balance Sheet
- 4. Capital Expenses

Action Items:

None

Deadlines:

None

Conclusion:

Mr. Martin provided the Board with a report for June 2015 which included highlights from the 2014-15 school year. He highlighted that the school exceeded the budget projection in the profit and loss analysis and exceeded the required debt service ratio. The Board was informed that the June 2015 year-to-date financials were reviewed in conjunction with the April and May reports and were deemed to be fairly stated . The Board was informed that the year-to-date per pupil revenue and expenses were slightly ahead of the budgeted amount. Mr. Martin also provided the Board with details as it relates to the balance sheet and capital expenses. In regards to the statement of cash slow the Board was informed that the statement appears to be fairly stated.

Mr. Martin provided the Board with a report for August 2015. The Board was informed that the August 2015 year-to date financials were reviewed in conjunction with the 2015-16 budget. They were deemed to be fairly stated and reflect the business activities in the first two months of the fiscal year. The actual year-to-date per pupil revenue and expenses were reported as being slightly below the budget. Details were provided as it relates to the balance sheet and capital expenses.

Mr. Martin presented the check register, which was reviewed by the Financial Committee to the Board for final approval. The Board reviewed the register and unanimously approved.

Chairman Goldson requested a motion to accept the Business Manager's report for June 2015 and August 2015. Motioned by Trustee Rowley seconded by Trustee Goodman.

The floor was opened for questions or comments on the Business Manager's report. There was a brief discussion regarding the amended budget and expenses. There were no further questions or comments.

Chairman Goldson requested a motion to adjourn the meeting. Motioned by Trustee Stewart, seconded by Trustee Dancy-Wilkins.

Chairman Goldson thanked everyone for attending. With no further questions or discussions, the meeting came to an adjournment at 9:15 PM.