



BOARD MEETING Minutes

Minutes– June 27th, 2018

Academia Antonia Alonso

Present at the Meeting: Wafa Hozien, Mercedes Alonso, Mayara Costa, Shawn Stevens, Norma Antongiorgi, Maria Matos, Celeste Payne, Adam Kegley, Scott Sheridan

Meeting called to order at 5:32

Approval of June Agenda

Motion to approve by Maria Matos, seconded by Scott Sheridan, unanimous approval

Approval of May Meeting Minutes

Motion to approve by Scott Sheridan, seconded by Maria Matos, unanimous approval

Public Comment

No Public comment

New Business

No new business

Executive Director Report

Update on the construction- building six new classrooms, four offices, gym space and more on the upstairs floor. The construction should be complete by August 20th for the new school year.

\$50,000 has been allotted for technology spending for instructional IT for the upcoming year.

We have signed the agreement to replace the non-functioning HVAC units from the building. The work should be done before the beginning of the school year the grant we received went a long way towards making this possible.

Enrollment-Enrollment numbers for the upcoming school year as of the 27th are 595, another 25 students are required to meet the goal of 620.

Fully enrolled are 145 new students with five more accepted and waiting on paperwork.

There are 24 new applications.

Tomorrow there is an open house for 6/7 families.

96% of our goal

We have discussed documenting reasons for students leaving.

Staffing-There have been five new hires

Recruiting has spread to areas where we have never looked before, there are still needs for special education and Spanish teacher hires. There have been a number of applicants, so there is an ability to select.

Other-We have a partnership with the DE art museum for all students to attend three classes during the school year and culminate with an art show for families at the end of the year. New teacher orientation will have an hour at the art museum as well.

The Eagle Scouts will be coming in to do their projects here. The bulletin boards will be put up this summer.

The mindfulness program was slated to start in september. Our portion of what was required monetarily is there, our partners in the program will hopefully be there by September as well.

The majority of the work being done is for the upcoming school year. There will be a new parent orientation and a kinderduction day for the new kindergarteners before returning students come to the school. The goal is to find new ways to engage the parent population.

The pacing guide process has begun.

Celeste Payne arrived at 5:57

Committee Reports

- **Finance**

- Revenues

- The final budgeted revenues are \$6,905,912.

Revenues collected to-date are \$6,840,284 which represents 99% of the total budgeted revenues for the year. Revenue received in May consists of:

- Local Funds/Interest \$488
- School Activities \$7,302
- Food Service

- Donations

- Federal Funds

- \$636

Expenses

- The final budgeted expenditures are \$6,892,488.

- Expenses to date are \$5,749,413 with outstanding encumbrances of \$1,122 which

represents 83.43% of the budget.

General

- The year-end cash balance is projected as follows: Cash per spreadsheet \$518,134
 - In addition, \$125,000 will be reserved for Summer Pay
 - Motion to approve the financial report made by Maria Matos, seconded by norma Antongiorgi and
- **Governance**
 - We will have the revised bylaws by next meeting for approval
 - We are creating a process for onboarding new board members
 - There is a free workshop for board members that Maria and Celeste will be attending tomorrow.
 - Review of Theresa Sardella's CV- She will fit our needs for oversight for the health and wellness for our students. Motion to approve by Scott Sheridan, seconded by Maria Matos, unanimously approved.
- **Strategic Growth and Development**
 - The grants have come in, the budgets were balanced. Other grants are being discussed and new grants will be applied for.
 - The Chichester-Dupont grant requires a letter of inquiry by August 1st.
 - There are 3 criteria for the grant, of which we already meet two, and possibly 3.
 - Limit of \$50,000
 - We need to collect ideas for applying for the grants.
- **Academics**
 - The committee met twice this month regarding testing.
 - Las Links-Several bilingual college students have been contracted to administer the test to determine English and Spanish proficiency.
 - MAP-Jill Lenihan, Instructional Coach, reported on the % of students that met or exceeded the school-wide growth goals in Reading and Math. Goal: 55% of our students will meet growth targets for Reading and Math on the Measures of Academic Progress (MAP) test.
 - 30% of students met growth target for Reading (English)
 - 31% of students met growth target for Math
 - 6 teachers met the 50% threshold in one given area
 - Teacher Evaluations-Teachers' areas of concern relate to the following:
 - communication to teachers regarding expectations for teacher evaluations
 - lack of familiarity with rubric and process
 - no. of required observations and feedback process which involve timeline and required actions.

- Spanish teachers are at a disadvantage if evaluator is not Spanish-speaking.
 - Lack of clarity or understanding as to how some measures related to student achievement were communicated and/or applied in the final teacher rating.
 - MAP growth goal does not take into account Spanish instruction since it only measures in English.
- In response to the concerns shared by a group of teachers on teacher evaluations, the committee agreed to the following:
 - An addendum will be written to provide the appropriate context to the teacher evaluations this year. The addendum will be part of their record on file.
 - The first PD for teachers next school year will focus on the TEF where teachers will have the opportunity to learn more about the framework.
 - Teachers will have timely discussions with Leadership and evaluator and agree on which measures will be employed in Component V of their individual evaluations. These can be specific to their content area or grade and approved by DOE.
 - Mercedes Alonso will communicate to the teachers the above-mentioned as follow-up to address their concerns.

The Committee also discussed issues surrounding assessments of language proficiency in both English and Spanish and the number of formative assessments our students take. The school administration will decide on a more effective coordination of tests for next year.

Principal Search is ongoing. Mercedes Alonso continues to work with HR in screening possible candidates.

- **Personnel Committee**
 - The handbook, like the bylaws should be available for a vote by next month's meeting.
 - Need to Finalize the Organizational Structure

Old Business

Send Scott the committee schedules to finalize them

Announcements

There were no announcements

Executive session:

Transparency Time:

Topics:

Strategic Growth

IS Wrap-up

Scheduling the Board Retreat: MS and Strategic Planning

Motion to come out of executive session made by Scott Sheridan, seconded by Maria Matos, passed unanimously.

Motion to adjourn meeting made by Scott Sheridan, seconded by Maria Matos, passed unanimously.

Meeting adjourned at 7:51