

La Academia Antonia Alonso Charter School
Board Meeting
March 23rd, 2016
Community Education Building

Attending: Brian Fahey, Tom Peters, Mónica Ruiz-Melendez, Maria Matos, Mark Phelps, Erica Rodriguez, Theresa Gerchman (IS), Riccardo Stoeckicht, Jennifer Bonds (EL Education), Susan Long (EL Education), Kathi Llewellyn (Parent), Aimee Metzger (Parent), Marisol Cabrera (Parent)

Meeting Called to Order at 5:31

- I Review of Agenda.
 - i. Tom Peters asked for a motion to modify the agenda. Motion was made by Mónica Ruiz Melendez and seconded by Brian Fahey. The agenda was approved unanimously with the following modification: there will be an Executive Session to follow the approval of the February minutes.

- II Approval of Minutes

Several suggestions were made regarding amending the minutes.

 - i. Change the minutes so that they say minutes, not agenda
 - ii. Add Theresa Gerchman to the list of attendees at the CSAC meeting on 2/23/16
 - iii. Add the following language to the bullet point referencing the CSAC meeting and an Operations Committee. It should read, "Ask for help to create an Operations Committee to manage the move to Barley Mill Plaza."
 - iv. Spelling of Riccardo Stoeckicht's first name needs to be corrected.
 - v. Third page, sixth bullet point, M needs to be changed to lower case.
 - vi. Motion made by Maria Matos and seconded by Mónica Ruiz Melendez to approve the February minutes. The motion was carried unanimously with no abstentions.

- III Public Comment

Mark Phelps thanked the parents who were present for all of their contributions to the school. In particular he mentioned a recent dance party at the school that was organized by the parents. Public Comment was closed at 5:37

- IV Assessment Report from EL Education
 - I. A written report was distributed to those present. The object of the mid-year review is to focus on the goals of the program and to make sure the school is on track to meet the goals by the end of the school year.
 - li. Summary and Recommended Improvement Plan

"Academia Antonia Alonso has developed the safe, positive culture that is needed for the active learning and is beginning to build the foundation of using learning targets with

students to deepen their understanding and help students take ownership of their learning.”

Recommendations:

1. Professional Development Cycle with teachers and school leaders on Student-Engaged Assessment for the Primary Grades
2. Professional Development Cycle with teachers and school leaders on the use of protocols for the Primary Grades to increase student talk and discourse
3. Project planning with teachers to support students’ creation of high-quality work
4. Documentation Panel Professional Development and Support

V Mónica Ruiz Melendez made a motion to move to executive session, seconded by Maria Matos. The board moved to executive session at 6:04 PM. Tom Peters made a motion to come out of executive session, seconded by Maria Matos. The Board came out of executive session at 6:53 PM.

VI Motion made by Tom Peters to approve of the recommendations made in executive session, seconded by Brian Fahey, passed unanimously with no abstentions.

VII Committee Reports

Finance

I. The February reporting package was reviewed and discussion from the CBOC was shared with the Board. Tom Peters made a motion to approve the February reporting package. The motion was seconded by Maria Matos, passed unanimously with no abstentions.

Governance

i. The student code of conduct has been updated and posted to the website

Marketing and Student Recruitment

i. There was no report from the Committee

Academic

i. The Committee will be meeting to work on standardized testing and will continue to work on issues related to the implementation of the academic program, including the report that was delivered by EL Education today.

VIII Head of School Report

i. Two teachers will be attending professional development hosted by The Center for Applied Linguistics (CAL)

ii. In July Dr. Phelps will be attending professional development hosted by CAL. The PD for Dr. Phelps is about leading a bilingual school.

- iii. Enrollment is at 83% and the school is continuing to recruit and enroll new students.
- iv. The school hosted "Danceapalooza" last week. The event was organized by the PTA and raised funds for the school.
- v. We need to develop a policy for employees who are separating from the school regarding unused vacation and/or sick days. This would also apply to those who may be retiring from the school. Dr. Phelps and the Personnel Committee will investigate options and include a policy in the employee handbook.
- vi. We need a policy about employees who come from other schools with vacation/sick days that are being carried over from their previous schools.
- vii. Dr. Phelps has been working with the Latin American Community Center to continue to work on the after school program.

IX CMO Report

- i. Monthly Monitoring Report indicates that we site compliance has been completed.
- ii. CMO continues to work to verify the Highly Qualified Teachers.

X Old Business

- i. Report from CSAC.
- ii. The transition plan for moving from the CEB was discussed. We will continue to work on the details of the plan with Dr. Phelps.
- iii. We will take photos of all of the classrooms and hallways to document the condition of the space prior to vacating it.
- iv. The current plan being offered by the CEB recommends monthly meetings with the Charter School Office to review the plan. We will recommend not involving the Charter School Office in the transition plan.
- v. Dr. Phelps will set a due date for the return of all library materials.
- vi. We will name a board member to be a member of the transition team.

XI New Business

- i. The school will investigate hiring a project manager to direct the transition to Barley Mill Plaza. MM and seconded b =y TP to put together a bid package for hiring a project manager.

Move to adjourn by Tom Peters, seconded by Luz-Elena Garcilazo. The meeting adjourned at 7:50 PM.