

Academia Antonia Alonso Charter School

Board Meeting

Community Education Building

May 6th, 2015

Attending: Brian Fahey, Tom Peters, Luz-Elena Garcilazo, Maria Matos, Amanda McMillan-Williams, Maria Alonso, Norma-Ivonne Antongiorgi, Mónica Ruiz-Meléndez, Veronica Vasko, Teresa Gerchman (La Academia), Riccardo Stoeckicht (IS), Karen Thorpe (IS), Lillian Reyes (Public), Aimee Metzger (Public).

Meeting called to order at 5:38 PM.

**I Approval of Agenda**

- i. Motion to approve the agenda made by Maria Matos and seconded by Maria Alonso. Discussion followed. Motion made by Maria Matos, seconded by Tom Peters to add executive session to the agenda. There was approval to amend the agenda. The amended agenda was approved.

**II Review of Minutes**

- i. Motion made by Maria Matos to approve the minutes, seconded by Tom Peters. Minutes from April were approved.

**III Public Comment**

- i. Ms. Reyes spoke about her efforts to establish a PTO. Ms. Reyes reported that there has been bullying at the school. Ms. Reyes also reported that she has experienced a lack of communication from the school to the parents. She encouraged the Board to make better use of the website in communicating with the families. Ms. Reyes noted that the school needs to do a better at communicating with parents in both Spanish and English. Ms. Reyes encouraged us to make use of the robo call system in order to better communicate with families. Ms. Reyes encouraged us to make sure that we highlight the positive aspects of the school.
- ii. Ms. Metzger reported that there is bullying at the school. She also reported that some of the lunches have not been good. Ms. Metzger reported that some children have not had consistent recess time and/or time in the library.
- iii. Luz-Elena Garcilazo assured Ms. Reyes and Ms. Metzger that the Board is listening to their concerns. She also thanked both for sharing their concerns with the group and encouraged them to continue to attend board meetings in the future.
- iv. Teresa Gerchman suggested that we establish a PTO page on the school website.
- v. Teresa Gerchman noted that the school is currently implementing its established anti-bullying policies and procedures.
- vi. Tom Peters reported that the Board has established a Student Conduct Committee to review cases of student conduct and behavior.

**IV Head of School Report**

- i. Current enrollment is 222. Enrollment for next year is at 321.

- ii. The school is working on plans for before and after care for next year.
- iii. There have been several open house events.
- iv. Plans have been finalized for a Kindergarten moving up ceremony, which will take place on May 27th.
- v. Teachers have been exploring new standardized assessments and have identified the NWEA as a preferable program.
- vi. The school is currently exploring tools to monitor Spanish proficiency. Mónica Ruiz-Meléndez suggested the school investigate two different tools.
- vii. Teachers are working on IEPs for students who will be retained using Performance Plus for next year.
- viii. Reading Assist will be performing services in the school next year.
- ix. All positions are currently full. Positions for 2015-2016 are posted, interviews will take place on Friday, May 8th. All candidates interviewed are certified in the State of Delaware. Those teachers who have not yet attended the Expeditionary Learning Primary Institute will be doing so in July.

## **V Committee Reports**

### **Budget and Finance**

- i. The CBOC reviewed the financial reporting package for March and found it to be in good order.
- ii. Riccardo Stoeckicht provided some background on shared costs, such as telephone service, IT support and library expenses.
- iii. Several members made recommendations regarding the budget for 2015-2016, including building in some funds for teacher recognition and perhaps increased costs for anti-bullying programs.

### **Personnel**

- i. Regarding the Head of School search, a number of candidates have been screened. Four will be invited to interview.
- ii. It was suggested that the finalist candidate be interviewed by the whole of the Board before a hiring decision is made.
- iii. All relevant materials regarding the search have been and will continue to be shared with the whole Board.

### **Marketing and Student Recruitment**

- i. Update on current events, external and internal marketing efforts.
- ii. Teacher Appreciation Week is this week. We are treating the teachers to lunch on Friday, May 8th. After eating the teachers will have their PD session addressing formulation of IEPs.
- iii. Will have an event for new parents once we hire a new school leader, at some time in the summer. We will also have an event for current parents to meet the new school leader.
- iv. Recruitment efforts are ongoing, with several events planned. Maria Matos suggested that we recruit at the Hickman Park on Saturdays, when the Roberto Clemente Little League holds their games.

## **Governance**

- i. The Policies Committee is still working on several policy revisions.
- ii. There was a discussion of new board members and the existing policy for new board members.
- iii. Bill Hutchinson has resigned from the Board. Maria Matos made a motion to accept the resignation of Bill Hutchinson, seconded by Luz-Elena Garcilazo. The resignation was approved.

## **CMO Report**

- i. Teresa Gerchman reported on the activities of Innovative Schools at La Academia and the support provided to the school. She also reported on the support of Jake Fishbein, from Expeditionary Learning.
- ii. Riccardo Stoeckicht mentioned that we need to hire an auditor, by the end of June. We need to report to DOE our choice of an auditor by June 30th.
- iii. Innovative Schools will be reviewing its support of the school for the upcoming school year and finalize its agreement with the school. This will help in planning to make sure that proper resources are being planned for.
- iv. The school needs to begin a search for an Operations Manager for 2015-2016. It is desirable to have this person in place by July 1st 2015. This will be useful in the discussions with IS regarding the renewal of services and support for next year.
- v. New pay cycles will need to be established for the upcoming school year. CMO recommends that we establish the new cycle by the end of the school year.
- vi. Maria Matos moved that we approve the recommended pay schedule and pay procedure that was recommended by IS, provided that this is clearly communicated to all teachers well ahead of time. Motion seconded by Veronica Vasko. Motion was approved.

## **Old Business**

There was no old business

## **New Business**

- i. Luz-Elena Garcilazo has arranged for meeting time with faculty on June 8th. The Board will have EL training in September if it can be arranged with EL staff.
- ii. A Teacher performance Review Document was circulated for review. It is a model that has been approved by the DOE. Teresa recommends that we adopt this model to replace the current model.
- iii. Maria Matos moved that we adopt the new model. Motion seconded by Ivonne Antongiorgi. The motion was approved. There was one no vote and one abstention.

## **VI Executive Session**

- i. Motion made by Maria Matos to move into executive session, seconded by Tom Peters. The Board moved into executive session at 8 PM.
- ii. The Board came out of executive session at 8:30 PM.
- iii. Motion made by Maria Matos to accept the recommendations that were made in executive session. Motion seconded by Tom Peters. The recommendations were approved.

Motion made by Maria Alonso to adjourn. Motion seconded by Veronica Vasko. The meeting was adjourned at 8:36 PM.