

La Academia Antonia Alonso Charter School
Board Meeting
November 5, 2014
Community Education Building

Introductions of Board members

- I Meeting was called to order at 5:10 PM
- II Introduction of Board Members
- III Motion was made and seconded to approve the November agenda. The agenda was approved with no changes.
- IV Public Comment
 - i. Phyllis Smith made comments as a member of the public. The experience in the classroom has been very difficult. She cited the following issues:
 - o lack of support from para-professionals due to budget cuts
 - o the curriculum that was given to teachers to start the year was not complete, teachers are behind in the pacing of the curriculum
 - o there is a language arts curriculum, but it was not handed out at the beginning of the year and teachers are behind in the pacing of the curriculum
 - o some necessary supplies are just now arriving
 - o the behavior of students is difficult to manage, many students are sent from the room and/or suspended on a daily basis
 - o the substitutes that have been in the building have been very supportive, especially in intervening in the classroom with difficult students
 - o it is important that teachers have extra support from paraprofessionals and substitutes
- V Approval of Minutes from October
 - i. A motion was made and seconded to approve of the October minutes without changes. Motion was carried unanimously.
- VI School Leader Report
 - i. Attendance
 - a. Enrollment is 226 students, 7 K classes and 4 1st grade classes. There are 147 students in K and 79 in 1st.
 - b. During the open enrollment period we have received 8 applications for K and 2 for 1st grade. Some parents have applied, but have not submitted the necessary paperwork in order to become verified in the E-School system. This is a new process, so we need to be aware of this going forward.

- c. Daily attendance is at 94%. Peter is in the process of sending letters to families whose children are chronically absent.
- ii. Family and Student Engagement
 - a. Mr. Barry has held two “Meet the Principal” nights. They were not as well attended as had been hoped for. The school will improve the communication regarding events that are upcoming. This would include flyers that go home to parents, a call on the Alert-Now system and email reminders. E-School also has mass messaging and email blast functions that we can use. The messages will be in both English and Spanish.
- iii. Request for Board Assistance/
 - a. Delaware Charter School Network Expo is this Saturday, November 8th from 10-2 at the Junior Achievement Building on Rte. 13.
- iv. Academic Program
 - a. We have trainers from EL that come in for observation in classrooms and for PD on some Friday afternoons. Some of the feedback is that we need to be more focused on what needs we have regarding EL. The materials that we are using are compatible with EL.
 - b. Teachers lack some training in full implementation of Responsive Classroom. The faculty needs more work in that area. Mr. Barry has contacted a Responsive Classroom trainer to come in and do more work with the faculty.
 - c. Maria Alonso noted that there is an organization called “Safe Schools” that does training for teachers regarding child abuse identification and reporting. Mr. Barry will look into the possibility of using their site.
- v. Personnel
 - a. One of the paraprofessionals was relieved of their duty. Another one has been hired to take that position.
 - b. The school is looking for classroom aides who can cover the time out room. These are part-time positions.
 - c. There is a part-time tech person now working at the school. He is on site, as he works with Kuumba Academy, as well.
- vi. Facility Update
 - a. The CEB is changing the the drop off and pick up policies. There is not a concrete plan for this yet. There was some trouble with parents parking on the street for drop off and creating a traffic backup. There will be further discussion about the best way to configure drop off and pick up.
 - b. Security issues include parents showing up in hallways and classrooms at unexpected times. Parents will be reminded that they need to schedule time with teachers if they wish to speak with them.
 - c. Dismissal procedures are still problematic because we are dismissing from classrooms and that leads to parents roaming in the building. Mr. Barry will meet with the CEB to make better arrangements.
 - d. The new CEO of the CEB is Aretha Miller. She has extensive experience

with charter schools. Mr. Barry has had good meetings with her thus far.

vii. Upcoming Events

- a. The first field trip for K will be to Milburn Orchards as a part of their expedition on apples. Maria Alonso also offered that the children from La Academia will be able to visit the farm at Westtown School.
- b. Next PTA meeting is November 13th, the focus will be on reading with your child at home.

viii. Faculty Update

- a. Mr. Barry lauded the persistence and efforts of the faculty, who are laboring under very difficult circumstances.
- b. A question was asked about the implementation of EL in the school. Ms. Smith said that EL was still being implemented.

VII Finance and CBOC Report

- i. The CBOC met on October 30th and reviewed the monthly packet of financial information. The report was approved by the members of the CBOC. Nora Gonzalez provided some narrative to the Board concerning the report.
- ii. Nora explained that there is some confusion regarding the 990 form that we are required to submit, so she recommended that we file for an extension. Motion was made to approve the filing of an extension. Motion was seconded and passed unanimously.
- ii. We have asked the CEB for a deferment of rent payments. They have tasked the school with providing a report outlining what our specific needs are and what plans have been made to address those needs. This is their way of being assured that we are viable going forward. Mr. Barry is working with them on presenting a report to the CEB. He will meet with the CEB Board next week.
- iii. The school has submitted six grants to private organizations during the past month, totaling about \$175,000. We should hear from them by the end of December. This does not include the request from the Longwood Foundation.

VIII CMO Report

- i. A new process for payment of invoices is being instituted at the school, making the process more streamlined.
- ii. Teresa is here weekly to work with Mr. Barry. Jessica Powell (IS) is here once a week to process payments.
- iii. Caitlin Dennis (IS) will be working remotely from now on.
- iv. Keina Hodge (IS) will be working with the school beginning soon. She will be here one day a week, taking on some operational duties.
Candace Casey (IS) is working here at school supporting the office staff. She has been here on an ongoing basis since late September.
- v. We will have to make a charter modification for next year. This will require changing our enrollment targets, possibly enrolling 75 Kindergarten students. We will not be enrolling new 2nd grade students.

- IX Marketing
 - i. Will be setting dates to hold regular meetings to talk about enrollment and recruitment.
 - ii. We are working with a new company to host our website and handle our updates. The site is live.
 - iii. We need to post our archived minutes and put future agendas on the site.
 - iv. Media release forms have been circulated to families at school and returned.
 - v. We need to set up dates for open houses and enrollment events.

- X Nominating
 - i. Maria Alonso circulated the resume of a prospective board member. The discussion of this was tabled until the Board could develop a Trustees Committee.
 - ii. Training session/workshop for the Board will be scheduled. Teresa will send out a poll so that we can find a date for training.

- XI Board Required Forms
 - i. Every new Board member needs to be fingerprinted, file with the child abuse registry and submit other forms. Teresa will coordinate this effort.

Motion was made to adjourn. Motion was seconded and passed unanimously. Meeting adjourned at 7:06.

The next board meeting will be on December 3rd, 2014.