

November 25th, 2019 Board of Directors Meeting Minutes

Attendees:R. Wilson, C. Williams, C. Rice, L. Hamer, D. A. Seabourne, S. Fairclough-Leslie, A. Knight, C. Moore, L. Stephens, M. Anglin

After a short welcome from L. Hamer, the meeting was called to order at 6:44 p.m.

Verification of public notice was sent and confirmed.

The attendance sheet was signed and submitted to Ms. Muniz.

An item was added to the agenda as per L. Hamer for discussion in executive session R. Wilson made a motion to accept the agenda; M. Anglin seconded; motion was passed. The minutes were reviewed from 10/28/19, C. Williams made a motion to accept the minutes with any necessary corrections; R. Wilson seconded, motion was passed.

Business Operations Report – Ms. Muniz

Total number of students	350
UPK	36
K-5	300
6th Grade	50
SPED	40
ELL	3

Economic Disadvantaged Students 69%

Ongoing recruitment for enrollment for current school year; preparing for marketing campaign for 2020-2021 school year. All accountability reports are complete; ACR Report due 1/31/19. Preparation for year-end reporting is underway. Financial summary report and cash disbursement report were given to the board.

CEO Report – Dr. Rice

Montessori annex building (interior is 98% complete). Taking a six-hour class on DOBNOW.

Principal Report – S. Fairclough-Leslie

Spoke on ELA and Math goals for the '19-'20 school year; shifting to READY NY in literature and math during the instructional block. Spoke on instructional shifts and professional development plans. Gave a communication update (school-wide newsletter, staff training on PupilPath (provides access to assessment results and homework to parents). Field Trips – Hall of Science in November for K-2 grades. Staff meetings are ongoing, and all staff vacancies are filled. Staff recognition – potluck luncheon (11/22) and December holiday plans are underway. Student activities – Spelling Bee (11/19), REACS will participate in the district spelling bee; National Honor society assembly (12/6). Community relations are ongoing (11/13 – with NYPD). Clubs are underway daily (3:25-3:50 daily). Pre-K awards ceremony (11/21). More technology is needed for annex programs. After school activities started: Chess, Band, Chorus, Basketball, Soccer. 1 third grade suspension. Parent Teacher conference (11/14); PTO Meeting (11/20).

Academic Report – C. Williams

Spoke on the goals for the following school year: (1) Collaboration, (2 &3) Monitoring ELA and Math scores for increase; (4) To review and support recommendations for academic program submitted by administration where budget allows; (5) To review and evaluate data.

Personnel Report – K. Sandiford

Met on 11/23/19; mission and goals were set for the upcoming school year: ELA and Math scores: For ELA, there will be a Pre-K enrichment program to support readiness for Kindergarten Mission Impact: Will meet with administration to plan events on the calendar for personnel meetings, job fairs, evaluations, after school/boot camp staffing, new job titles, staff promotions, etc. Net meeting date, TBD

PTO Report – D. A. Seabourne

Met on 11/20; spoke on popcorn fundraiser over \$5K raised. Dress Down for a Cause – fundraiser held in October for technology upgrades in annex; PTO will donate \$500 to annex building for technology upgrades. Holiday Dinner Fundraiser (12/18) tickets are underway. Continued to discuss ideas for the school year and bank balance was given.

Finance Report – M. Anglin - NO REPORT

Fundraising Meeting – L. Stephens - NO REPORT

Following goals discussed:

- Meet immediately with staff and finance board for finance ideas and a fundraising manager (staff or consultant)
- Hire staff/consultant with experience (grant writers)
- School Leader and Finance committee must have a grant writing strategy (monthly meeting)
- Reach out to REACH leaders for volunteer opportunities and fundraising opportunities

L. Hamer thanked all for coming out; next board meeting TBD. Meeting was adjourned at 8:05 p.m.