

**Board of Trustees Meeting
September 7th, 2017
766 Westchester Avenue, Bronx, NY 10455**

AGENDA

- I. Call to Order
- II. Public Comment
- III. Introduction of Instructional Team
 - A. Auriel Watson
 - B. Kelly Powers
- IV. Results from 2017 State Examinations & Corrective Action Plan
- V. Re-Election of Current Members with Terms Expiring on June 30, 2017
 - A. Valerie Capers
 - B. Andrea Cohen
 - C. Felicia Franklin
- VI. Resolution to Approve Minutes from June 1st, 2017 Board Meeting
- VII. Resolution to Revise 2017 – 2018 School Calendar
- VIII. Proposed Budget Modification
- IX. Executive Director’s Report
 - A. New Facility Update
 - B. Student Enrollment for 2017 – 2018 School Year
 - C. Higher Education Partners
 - D. Faculty Update
 - E. Uniforms Update
- X. Re-Scheduling October Board Meeting
- XI. New Business
- XII. Adjournment



Board of Trustees Meeting

Thursday, September 7th, 2017

WHEDco | 50 East 168th Street, Bronx, NY 10452

Trustees Present: Lori Chemla, Andrea Cohen, Felicia Franklin, Davon Russell, Jodi Schneider

Trustees Absent: Nancy Biberman, Valerie Capers, Serigne Gningue,

SBECA Staff Present: Ric Campbell, Kelly Powers, Auriel Watson

WHEDco Staff Present: Katie Aylwin, Meredith Leverich

Number of Attendees from the General Public Present: 0

Call to Order:

Davon Russell called the meeting to order at 5:20 pm.

Public Comment:

There were no members of the public in attendance, and therefore no public comment.

Introductions of Instructional Leaders

Ric Campbell introduced Kelly Powers and Auriel Watson, who will be part of an Instructional Leadership team with Mr. Campbell. He stated that Ms. Powers has led the Computer Science (CS) program at the school since it opened in 2015, bringing 18 years of teaching experience and a national reputation for CS education, and that Ms. Watson joined the school faculty in January 2017 to oversee the school's test preparation efforts, offering 12 years of experience at the KIPP Charter School network.

Ms. Powers and Ms. Watson gave overviews of their careers in education to date and said that they were excited to move into this new role, in which they will spend time in other faculty members' classrooms on a daily basis to coach teachers and improve their instructional skills.

Mr. Campbell added that three other faculty members will serve as Deans, as well, to further develop the school's culture and ensure that the discipline policy is administered consistently throughout the school.

Mr. Russell requested that Mr. Campbell share with the Board the document that clearly outlines the roles and responsibilities of each of these positions, as well as guidelines that indicate to staff the level of authority that should address different types of situations that may arise in a charter school setting.

Results from the 2017 State Examinations & Corrective Action Plan

Mr. Russell and other members of the Board stated that the results from the State ELA and Mathematics examinations were very disappointing. Andrea Cohen asked Mr. Campbell to explain what he thought had gone wrong and why the school did not see greater improvement from the 2015 – 2016 scores. Mr. Campbell said

that he, too, was disappointed with the results and that adjustments have already been made for the 2017 – 2018 school year to facilitate a more aggressive approach with instruction and test preparation. Ms. Watson and Ms. Powers said that they have been working throughout the summer to set systems in place to hold faculty accountable and that the time they spend in classrooms each day will foster teacher development throughout the year to ensure teachers are meeting students' needs. In addition, Ms. Watson said that she has begun and will continue to collect data and will conduct interim assessments throughout the year, so that the teachers have a better sense of each student's progress over time. This will allow teachers to tailor lessons in small group settings, facilitated by having more than one adult in each class. She noted that, in the 2016 – 2017 school year, test prep began in the second semester, rather than in the beginning of the year, which was not sufficient time. Many students were not comfortable with the writing portion of the ELA exams, so the additional preparation time this year will help move students up to the next level.

Ms. Watson added that Community School District 7 has the highest percentage of students with IEPs in New York City and that SBECA's population with IEPs is approximately 39%, which is higher than most charter schools. Some students are identified as intellectually disabled, and the school's Integrated Co-Teaching model is not necessarily the best fit for them, given that some students are coming from a self-contained (12-1-1) classroom environment.

Ms. Watson also stated that the school has subscribed to literacy programs, including Lexia and Read 180 to give students who are below level additional help. Currently, 56% of eighth grade students and 48% of seventh grade students are reading below grade level. Jodi Schneider asked if students are being pulled out of classes for this extra help. Mr. Campbell said that they are not pulled out of core classes, but may miss certain electives, and that the extended day schedule fosters this additional time. In addition, there will be initiatives aimed at creating a stronger reading culture in the school. The Board said that they would form a committee to help the school build its library to foster this reading culture.

Felicia Franklin asked about the school's efforts to engage parents, so that they can support and reinforce the work happening during the school day. Ms. Watson said that she will offer parent workshops throughout the year to offer parents strategies for reading with their children and fostering their development at home.

Mr. Russell said that he hopes to continue this conversation throughout the year and encourages Board members to continue asking questions. Mr. Campbell added that he would provide an analysis of the test scores in October, once he clarifies a few of the students' results with NYSED.

Re-election of Members with Terms Expiring on June 30, 2017

Mr. Russell stated that Valerie Capers, Andrea Cohen and Felicia Franklin had terms that expired on June 30, 2017 and were up for re-election. Their new three-year terms would begin retroactively on July 1, 2017 and would end on June 30, 2020. Ms. Cohen and Ms. Franklin agreed to renew their terms, pending Board approval. Meredith Leverich stated that she had spoken with Ms. Capers in advance of the meeting, and that she also agreed to commit to a new three-year term.

Davon Russell made a motion to re-elect Valerie Capers to the Board. Jodi Schneider, seconded and the remaining Board members voted unanimously to approve Ms. Capers' re-election.

Davon Russell made a motion to re-elect Andrea Cohen to the Board. Jodi Schneider, seconded and the remaining Board members voted unanimously to approve Ms. Cohen's re-election. Ms. Cohen recused herself from voting.

Davon Russell made a motion to re-elect Felicia Franklin to the Board. Jodi Schneider, seconded and the remaining Board members voted unanimously to approve Ms. Franklin's re-election. Ms. Franklin recused herself from voting.

Resolution to Approve Minutes from June 1st, 2017 Board Meetings

Ms. Cohen made a motion to approve the minutes from the June 1st, 2017 Board meeting, as presented on September 7th, 2017. Ms. Franklin seconded, and the Board unanimously voted to approve the minutes.

Resolution to Revise 2017 – 2018 School Calendar

Mr. Campbell reported that the school building was not ready for a September 5th, 2017 start-date as originally anticipated, but that move-in was taking place this week for a September 11th start-date. He said that, due to the delay, the school is losing four school days and needs to amend its academic calendar for submission to NYSED. To make up for the lost days and to maintain compliance with NYSED's requirement of 180 school days, two full-day Parent Teacher Conference Days were eliminated from the schedule in February; two full-day Parent Teacher Conference Days were changed to half-days, which will count toward the 180 school day requirement; and an additional day was added at the end of June. The Board reviewed the new calendar, which has 181 school days.

Felicia Franklin made a motion to adopt the revised academic calendar as presented on September 7th, 2017. Andrea Cohen seconded the motion, and the Board unanimously voted to adopt the new calendar.

Proposed Budget Modification

Mr. Campbell distributed a breakdown of anticipated costs associated with the new facilities. The total costs are \$630,237, of which \$50,750 was paid in the 2016-2017 school year. For the current budget, \$444,000 has been allocated to these costs, leaving a gap of \$135,487. Mr. Campbell explained that when the 2016 – 2017 budget was initially created, the school anticipated moving into the new site sooner, and had allocated funds that were never drawn down. As a result, the surplus from 2016-2017 was approximately \$150,000 more than projected, at \$455,000. Mr. Campbell proposed reallocating \$150,000 from the 2016 – 2017 surplus to the 2017 – 2018 budget to support the building costs that will be incurred this year. The remaining surplus would be over \$300,000, which is what had been initially projected.

Felicia Franklin made a motion to re-allocate \$150,000 from the 2016 – 2017 surplus to the 2017 – 2018 budget to cover anticipated and unanticipated costs related to the new facilities. Jodi Schneider seconded the motion, and the Board unanimously voted to approve the budget modification.

Executive Director's Report

New Facility Update

Mr. Campbell re-stated that the facilities were expected to be ready, with all furniture in place, for a September 11th, 2017 start-date. He indicated that the next Board meeting would be held at that site, but that Board members could visit later in September if they wanted to see the building sooner.

Student Enrollment for 2017 – 2018 School Year

Mr. Campbell reported that enrollment is low for the incoming sixth grade class and is currently at 106 students. He said that there are currently 117 seventh grade students and 118 eighth grade students enrolled, for a total of 341 students. The current budget is based per pupil funding for 326 students, so there is not currently a concern of dropping below that number.

School Partnerships and Graduate Students

Mr. Campbell said that four Graduate Education students and three Graduate Social Work students have been placed at the school by SBECA's three higher education partners: Fordham University, NYU, and Lehman College.

Uniforms

Mr. Campbell said that parents have been purchasing uniforms throughout the summer, but some have run into sizing or back-order issues. He will know more about the status of the orders when school begins.

Rescheduling October Board Meeting

Mr. Campbell stated that the school is closed on the first Thursday of October, and requested that the meeting date be re-scheduled. The Board identified Wednesday, October 4th as an alternative. The Board meeting calendar will be adjusted and posted on the website, so that parents have the correct information.

Adjournment

The Board voted unanimously to adjourn the meeting at 7:20 pm.