

**Board of Trustees Meeting  
April 12, 2018  
801 E. 156th Street, Bronx, NY 10455**

**AGENDA**

- I. Call to Order
- II. Public Comment
- III. Approval of Meeting Minutes from February 1, 2018 and March 8, 2018
- IV. Response to Public Comment on March 8, 2018
- V. Review and Approval of Form 990
- VI. 2018 – 2019 Budget
- VII. NYSED Mid-Term Site Visit Recap
- VIII. Executive Director’s Report
  - A. Student Safety
  - B. Academic Programming Update
    - i. Math Interim Assessment Report
    - ii. School Curriculum and ELA Presentation
    - iii. Summer Programming
    - iv. Additional Programs - Fair Shake, It's All About Us, High School Test Prep
  - C. Faculty Evaluations
  - D. Faculty Recruitment for 2018-2019 School Year
  - E. Student Recruitment & Lottery for 2018-2019 School Year
  - F. Third Visit from Ford Research & Solutions (FRS)
- IX. Lehman College MSED Partnership
- X. Litigation with Towne Partners, LLC
- XI. New Business
- XII. Executive Session
- XIII. Next Meeting – May 3, 2018
- XIV. Adjournment

**Reunión de la Junta  
12 de abril de 2018  
801 East 156th Street, Bronx, NY 10455**

**AGENDA**

- I. Inicio de Sesión
- II. Comentarios Públicos
- III. Aprobación de Minutas de las Reuniones de la Junta del 1 de febrero y 8 de marzo de 2018
- IV. Respuestas a Comentarios Públicos del 8 de marzo de 2018
- V. Revisión y aprobación del Formulario 990
- VI. Presupuesto 2018-2019
- VII. Visita del Departamento de Educación del Estado de Nueva York (NYSED)
- VIII. Informe del Director Ejecutivo
  - A. Seguridad de Estudiantes
  - B. Programación Educativa
    - i. Informe sobre evaluaciones interinas en matemáticas
    - ii. Currículo escolar y presentación de Artes del Lenguaje (ELA)
    - iii. Programación para el verano
    - iv. Programas adicionales: Fair Shake, It's All About Us, High School Test Prep
  - C. Evaluaciones de la facultad
  - D. Reclutamiento de profesores para el año escolar 2018-2019
  - E. Reclutamiento de estudiantes y lotería para el año escolar 2018-2019
  - F. Tercera visita del Ford Research & Solutions (FRS)
- IX. Colaboración con el programa de Maestría en Educación de Lehman College
- X. Litigación con Towne Partners, LLC
- XI. Asuntos Nuevos
- XII. Sesión Ejecutiva
- XIII. Próxima Reunión – 3 de mayo de 2018
- XIV. Cierre de Sesión



**Board of Trustees Meeting  
Thursday, April 12<sup>th</sup>, 2018  
801 E 156<sup>th</sup> Street, Bronx, NY 10455**

**Board of Trustees Present:** Nancy Biberman, Valerie Capers, Andrea Cohen, Felicia Franklin, Serigne Gningue, Davon Russell, Jodi Schneider

**Board of Trustees Absent:** Lori Chemla

**SBECA Staff Present:** Ric Campbell, André Harris, Alexandra Lopez Reitzes, Kelly Powers, Bruce Stansbury, Auriel Watson

**WHEDco Staff Present:** Katie Aylwin, Meredith Leverich

**Members of the Public Present:** 0

**Call to Order**

Davon Russell called the meeting to order at 5:09 pm.

**Public Comment**

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

**Approval of Minutes**

Nancy Biberman made a motion to approve the minutes from the March 8<sup>th</sup>, 2018, as proposed on April 12<sup>th</sup>, 2018. Jodi Schneider seconded, and the Board unanimously voted to approve the minutes.

Mr. Russell stated that, since there was not a quorum present at the March meeting, the February 8<sup>th</sup> meeting minutes required Board review and approval, as well.

Felicia Franklin made a motion to approve the minutes from the February 8<sup>th</sup>, 2018, as proposed on April 12<sup>th</sup>, 2018. Jodi Schneider seconded, and the Board unanimously voted to approve the minutes.

**Response to Public Comment**

Mr. Russell reminded the Board that one parent had commented at the last meeting, and had thanked the school for its increased attention to student safety.

Mr. Russell said that he had received an email from a parent inquiring why she was not invited to participate in the Parent Focus Group conducted by NYSED during their Mid-term Site Visit on March 27<sup>th</sup> and 28<sup>th</sup>, and expressing concern about the parent selection process. Mr. Russell invited Ric Campbell to describe the process that was used to identify participants.

Mr. Campbell stated that he had compiled a list of active parents and asked the school guidance counselor to make phone calls to invite them, including a balance of 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade parents. He stated that, since the Focus Group could not accommodate all parents, the school stopped conducting outreach once a sufficient number of participants had confirmed their availability.

### **Review of Form 990**

Mr. Russell stated that Digant Bahl of Accounting Solutions of NYC, the school's accountant, had completed a Form 990 on the school's behalf. Mr. Bahl circulated this document to the Finance Committee for their review prior to this meeting. The information on the form represents information that was adopted by the Board in the audit of the 2016 – 2017 fiscal year.

Andrea Cohen made a motion to adopt the Form 990 as presented on April 12<sup>th</sup>, 2018. Felicia Franklin seconded and the Board unanimously voted to adopt the form.

### **2018 – 2019 Budget**

Mr. Campbell restated that the Finance Committee should meet to review the draft budget in advance of the May Board meeting, so that adjustments can be made, as needed, and a budget could be adopted in June. Meredith Leverich said that she would help schedule a meeting for the Finance Committee, once the first budget draft was ready for circulation.

### **NYSED Mid-Term Site Visit Recap**

Mr. Russell stated that a team from NYSED visited the school on March 27<sup>th</sup> and 28<sup>th</sup> to conduct a comprehensive evaluation of the school and provide feedback. Their visit assessed every aspect of the State's performance benchmarks. NYSED will generate and send a full report of this visit within the next couple of months.

Mr. Russell stated that, during the Board focus group, NYSED representatives shared that the school is still in a critical place and is currently in doubt for renewal. They raised specific concerns about transitions, classroom environments, and practices that had been implemented without approval. Mr. Russell said that their feedback was consistent with the consultants' observations in December, which suggests that things have not improved sufficiently. He said that a lot of work needs to be done to demonstrate that the school is a place of learning and that the Board has a lot to consider. He added that follow-up conversations with Mr. Campbell and the representatives from NYSED have taken place to ensure the Board and school leadership team take appropriate steps to rectify these issues.

Kelly Powers requested feedback from the consultants after their follow-up visits. Mr. Russell said that he would look back to see what has been received by the consultants to date.

## **Executive Director's Report**

### Student Safety

Mr. Campbell reported that another incident occurred since the last Board meeting, in which two SBECA students were attacked on their way home. The children and their parents went to the precinct to report the incident. The SBECA students had delayed leaving school and did not take the usual route home, which put them in greater jeopardy. Mr. Campbell said that the school has reiterated to the kids and to their parents that they should make good decisions to help ensure that they remain safe.

Mr. Campbell said that another student was struck by a car when crossing the street after dismissal. He has a broken wrist and some lacerations, but will recover.

Mr. Campbell said that he has scheduled a meeting with the Extended Day staff to create protocols around dismissal to ensure student safety. Mr. Russell said that this should be explored further before protocols are implemented.

### Academic Programming

#### *ELA State Exams*

Mr. Campbell said that the students had just completed two days of taking the New York State ELA Examinations. He reminded the Board that the staff has conducted test prep for the past three months, setting the stage for students to apply themselves during the exams. He said that there has been a culture shift around test prep at the school and that the strategies used have helped students build stamina for long exams. Alex Lopez Reitzes stated that she is an Art teacher at the school, but helped with ELA test prep. She said teachers felt invested and developed relationships around the tests.

#### *Math Interim Assessment Report*

Kelly Powers presented the results of the third Math interim assessment:

- The 6<sup>th</sup> grade class had not performed as well as they had in the second assessment, given that the new material covered since then was more challenging than the standards taught earlier in the year. Ms. Powers said that the teachers are using the daily data to continue assessing students and to target instruction, and that the expectation is that 34% of this group will reach proficiency by the time they take the state exams in May.
- The 7<sup>th</sup> grade class saw more improvement; eight students had moved to proficiency. The goal for this group is 24% proficiency in May.
- The 8<sup>th</sup> grade class did not perform well on the interim assessments. Ms. Powers said that one teacher is out on medical leave, so the math team has been short-staffed, but that she and the Teaching Assistants have been providing support. Very few students in the 8<sup>th</sup> grade have tested proficient to date, so the expectation is that 14% of this group will demonstrate proficiency on the State exams in May.

Ms. Powers said that ELA Test Prep time has been rededicated to Math Test Prep, so students are receiving additional instructional time in math leading up to the exams. Tutoring sessions and small group work are also being implemented.

Mr. Campbell noted that the average of all of these projections is 24% proficiency, which is comparable to the district average.

#### *Summer Programming*

Mr. Campbell proposed that SBECA offer a summer program for three weeks in July, since the school now has access to a permanent building. He said that this program could serve up to 100 students and would provide an avenue for promotion to the next grade level for sixth and seventh grade students who have failed any of their classes. The students could be invited based on need; students failing two or more subjects could be invited first, followed by students failing ELA or Math.

The Board asked if this should be mandatory and what the consequences would be for opting out. Mr. Campbell said that students' promotion to the next grade level would be contingent on participation, if they are failing at the end of the year.

Mr. Russell stated that the Board would have to fully consider this first and that the program could only move forward if this type of program was written into the original charter. He suggested that this discussion continue once more research has been done on the matter, but that the program requires Board approval.

#### *Additional Programming*

Mr. Campbell reported that the Social Work team has engaged A Fair Shake, a nonprofit that brings therapy dogs to students and offers social-emotional benefits tied to learning about dealing with dogs.

Mr. Campbell also stated that the school guidance counselor has fostered a partnership with Unlocking Futures, an organization that offers coaching to build relationships between middle school students and their parents.

#### *School Curriculum and ELA Presentation*

Ms. Lopez Reitzes presented on work happening in her visual arts class, including integrating standards taught in ELA class to strengthen students' skills while doing art projects and learning about art theory. She said that she and her co-teacher have implemented mindfulness techniques to help students become centered at the beginning of class. She added that her course provides an important creative outlet for students who are especially shy or do not excel in other academic areas.

#### Faculty Evaluations

Mr. Campbell reported that he and the leadership team have begun having conversations with faculty to either invite them to return next year and set new goals together, or to let them know that they will not be offered renewals. The Board requested to see the template that is used for these evaluations.

### Faculty Recruitment

Mr. Campbell stated that interviews have begun for vacant positions and that Roblin Webb and Sundiata Salaam, consultants engaged through Ford Research & Solutions, have recommended some recruitment strategies. They have also recommended longer-term strategies that plan an entire year in advance, which could be used in the future.

### Student Recruitment & Lottery for 2018 – 2019 School Year

Mr. Campbell reported that the lottery was scheduled for April 12<sup>th</sup> at 6:30 pm. Approximately 400 applications were submitted for 6<sup>th</sup> grade seats, and another 90 – 100 applications were submitted for 7<sup>th</sup> and 8<sup>th</sup> grade seats. He said that there are five open seats in the 8th grade, but that the 7<sup>th</sup> grade class is expected to be full next year.

### Third Visit from Ford Research & Solutions

Mr. Campbell reported that Ms. Webb and Mr. Salaam visited the school to provide additional support around school culture. Andre Harris, the 6<sup>th</sup> grade dean, said that their input has been very helpful for the staff to achieve realistic goals as the end of the school year approaches. For example, he and the other dean have placed focus on morning greetings and starting the day on time and on the right foot, with the hope that it will help set the tone and have a ripple effect on other aspects of the school day. The deans are also meeting with faculty members weekly to ensure consistent and effective communication, and that school culture initiatives are consistent across the school.

### Litigation with Towne Partners, LLC

Mr. Campbell reported that two attorneys from K&L Gates are providing pro bono services to the school, and have requested an offer from Towne Partners to settle the ongoing dispute related to an unreturned portion of the school's security deposit. The most recent counter offer is for Towne Partners to pay the school \$16,000. Towne Partners has not responded to the offer, so SBECA's attorneys have filed a summary of judgment. This complaint may end up going through the courts, unless they reply and agree to settle.

### **New Business**

There is no new business.

### **Executive Session**

The Board voted to go into Executive Session.

### **Adjournment**

The Board voted to come out of Executive Session. The Board unanimously voted to adjourn the meeting. The next meeting will be held on May 3<sup>rd</sup>, 2018.