

**Board of Trustees Meeting
December 6th, 2018
801 East 156th Street, Bronx, NY 10455**

AGENDA

- I. Call to Order
- II. Public Comment
- III. Resolution to Approve Minutes from October 4th, 2018 and November 1st, 2018 Board Meetings
- IV. Finance Committee Report
 - A. Resolution to Adopt the 2017 – 2018 Audit
- V. Update from Ford Research & Solutions
- VI. Review of Policy Documents
 - A. Employee Handbook
 - B. School Safety Plan
- VII. Principal's Report
 - A. Facilities Update
 - B. Academic Programming Update
 - C. Family Engagement Activities
- VIII. New Business
- IX. Next Meeting – January 10, 2019
- X. Adjournment

**Reunión de la Junta
6 de diciembre de 2018
801 East 156th Street, Bronx, NY 10455**

AGENDA

- I. Inicio de Sesión
- II. Comentarios Públicos
- III. Aprobación de Minutas de las Reuniones del 4 de octubre y 1ro de noviembre de 2018
- IV. Informe del Comité de Finanzas
 - A. Resolución para aprobar la auditoría del 2017-2018
- V. Ford Research & Solutions
- VI. Revisión de Documentos de Políticas y Procedimientos
 - A. Manual de Empleados
 - B. Plan de Seguridad Escolar
- VII. Informe del Principal
 - A. Planta Física
 - B. Programación Académica
 - C. Actividades Familiares
- VIII. Asuntos Nuevos
- IX. Próxima Reunión – 10 de enero de 2019
- X. Cierre de Sesión



**Board of Trustees Meeting
Thursday, December 6th, 2018
801 E 156th Street, Bronx, NY 10455**

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

Board of Trustees Absent: N/A

SBECA Staff Present: Anthony A., Ramon Acosta, Jr., Maricruz Badia, Brian Blough, Leola Brady-Price, Shirley Castro, Toni Chavarria, Rudy Diaz, Bryan Garcia, Melissa Gaspard, Anijeh Green, Josef Haas, Daniel Lucas, Elaine Martinez, Mahelia Mighty, Lucy Peralta, Bruce Stansbury, Catherine Toussaint, Debbie Wong

WHEDco Staff Present: Katie Aylwin, Meredith Leverich, Katie McCaskie, Doxene Roberts

Members of the Public Present: 0

Call to Order

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

Public Comment

No members of the public requested to speak during this time.

Resolution to Approve Minutes

Mr. Russell stated that the Board did not have a quorum at the November meeting, so was unable to approve the October 2nd, 2018 meeting minutes at that time.

Lori Chemla made a motion to adopt the October 2nd, 2018 meeting minutes, as presented on December 6th, 2018. Felicia Franklin seconded and the Board unanimously voted to adopt the minutes.

Nancy Biberman made a motion to adopt the November 1st, 2018 meeting minutes, as presented on December 6th, 2018. Andrea Cohen seconded and the Board unanimously voted to adopt the minutes.

Finance Committee Report

Mr. Russell reported that the Finance Committee convened on October 25th to review and discuss the 2017 – 2018 fiscal year audit with Digant Bahl of Accounting Solutions of NYC, the school's accounting

firm, and Joe Blatt from BKD, the school's independent auditor. Mr. Russell said that, because a quorum was not present at the November 1st meeting, the Board was unable to formally adopt the audit; however, the audit has been submitted to the school's authorizer, NYSED, on the recommendation of the Finance Committee.

Andrea Cohen made a motion to adopt the 2017 – 2018 audit, as presented on December 6th, 2018. Jodi Schnieder seconded and the Board unanimously voted to adopt the audit.

Update from Ford Research & Solutions

Jim Ford and Roblin Webb of Ford Research Solutions presented on their observations and interviews on December 5th and December 6th. They reported the following strengths and challenges:

Strengths (in addition to the strengths identified at the October 4th Board meeting):

- The school has increased its capacity and support by adding new staff members, particularly in the School Culture department. This has allowed teachers to regain prep and break periods, which has reduced the concern of teacher burnout.
- The school is using data more consistently and effectively.
- There is continued confidence in the leadership team, which is providing consistent classroom observations and feedback.
- The school's authorizer, NYSED, has demonstrated increased confidence in the school, based on the changes and the strong, transparent relationship that has developed between the leadership team and the liaison.
- There is a sense of optimism and professionalism across the school. Teachers are happier in their jobs, and are participating in a unified, collaborative team effort to move the school forward.
- Kids are happier, more confident and more participatory in classroom instruction.

Challenges:

- There is more potential to maximize instructional time. Transitions remain a challenge and take longer than they should. The lost time adds up throughout the day and could be more effectively used.
- The Wednesday schedule is challenging, since the shortened day feels rushed.
- Students with IEPs require more support than what they have received so far this year.
- The faculty should revisit the goals set forth at the beginning of the year and assess what has been achieved and what might need additional work.
- Rules, expectations and non-negotiables need to be made more clear and should be communicated more consistently across classrooms. There are still various interpretations and practices around certain school culture elements.

Mr. Ford and Ms. Webb said that, overall, the school has made significant strides and can continue to

improve by making a series of recommended changes that they have relayed to Brian Blough and the leadership team.

Review of Policy Documents

Employee Handbook

Mr. Blough said that the Employee Handbook draft is currently being reviewed by the school's attorney, and should be reviewed by the Personnel Committee, as well, before formal adoption by the full Board. He circulated a draft, which can be formally adopted at a future meeting, once the Committee has had sufficient time to review and discuss.

School Safety Plan

Mr. Blough reported that Catherine Toussaint, Mahelia Mighty and he have worked together to compile a School Safety Plan. The document must be made public for 30 days before the Board can officially adopt it, so its approval will be delayed until the January 10th meeting. Mr. Blough said that the plan will be posted on the school's website, where normal meeting notices are typically posted. Ms. Cohen suggested that the school's attorney review this document, as well.

Principal's Report

Facilities Update

Mr. Blough said that a hydroponic tower had been purchased and installed in the school's lobby, which has allowed the garden club to continue planting and harvesting throughout the winter months.

Mr. Blough reported that he is in the process of collecting quotes for the roof work necessary to install netting that will allow students to use basketballs on the roof. He is also researching materials to be installed on the roof to foster student safety.

Mr. Blough said that he has been negotiating the rental of a gymnasium used by the neighboring church that leased its parking lot to the school. He said that the church uses the gym space regularly, but wants to continue to build a relationship with the school and may be amenable to loaning it out at select times throughout the week. Basketball season is approaching, so this possibility would provide an opportunity for the team to practice in a real gym. The Student Government is looking to support the church's food pantry, which will further foster the school's relationship with the church.

Academic Programming

Mr. Blough shared data from the first interim assessment of the school year, which was administered in October 2018. The results showed very low proficiency across grades in both ELA and Math, except for 8th grade Algebra, which used a Regent's curve and showed 76.6% proficiency. Although most students did not yet demonstrate proficiency, Mr. Blough and the Vice Principal team said that this was to be expected, since most standards that were tested have not yet been taught. The second and third interim assessments will provide better indicators for the State exams in the spring, but the first provides a helpful baseline assessment to help inform teachers' practices.

Mr. Blough also circulated other sources of student data, including the i-Ready diagnostic program, which provides a cohort breakdown for each grade to help identify patterns. Leola Brady-Price, Director of School Culture, and other members of the faculty said that the academic performance mirrors behavioral trends in each class. Kickboard, a behavioral tracking system, will be rolled out in January to further address those challenges. He also described an Interim Action Plan to show how the faculty is responding to data collected weekly.

Mr. Blough said that the school is implementing a blended learning program that integrates technology into coursework, with the support of Educate, LLC.

Family Engagement

Mr. Blough reported that the Culture of Achievement Plan was rolled out to staff, using information from the NYSED Mid-Term Site Visit Report and school surveys. One element of this initiative is parent engagement, including a Math Night on December 13th that will provide parents with helpful resources for supporting their children's development.

Mr. Blough said that SBECA's Winter Festival will be held on December 20th, featuring the student choir, band, step team and taekwondo club. A school dance will also take place in December.

Mr. Blough said that, in an effort to improve attendance and punctuality, notification calls to parents are made at 8:45 am if their student is late and at 9:15 am if their student is absent.

New Business

There was no new business.

Next Meeting – January 10th, 2019

Mr. Russell said that the next meeting would be held on January 10th, 2019, which is the second Thursday of the month, to give people additional time to get re-settled after the holiday break.

Adjournment

The Board unanimously voted to adjourn the meeting.