

**Board of Trustees Meeting
January 10th, 2019
801 East 156th Street, Bronx, NY 10455**

AGENDA

- I. Call to Order
- II. Public Comment
- III. Resolution to Approve Minutes from December 6th, 2018 Board Meeting
- IV. Ratify 2018 Year-End Gift to Faculty and Staff
- V. Scheduling Committee Meetings
- VI. Update on Status 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 – February 7th, 2019
- X. Adjournment

**Reunión de la Junta
10 de enero de 2019
801 East 156th Street, Bronx, NY 10455**

AGENDA

- I. Inicio de Sesión
- II. Comentarios Públicos
- III. Aprobación de Minutas de la Reunión de la Junta del 6 de diciembre de 2018
- IV. Ratificar el Regalo de Fin de Año (2018) a la Facultad y Empleados
- V. Programar las Reuniones de Comité
- VI. Estatus de los 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 – 7 de febrero de 2019
- X. Cierre de Sesión



**Board of Trustees Meeting
Thursday, January 10th, 2019
801 E 156th Street, Bronx, NY 10455**

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

Board of Trustees Absent: Nancy Biberman, Andrea Cohen

SBECA Staff Present: Brian Blough, Leola Brady-Price, Melissa Gaspard, Josef Haas, Mahelia Mighty, Catherine Toussaint

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

Jodi Schneider made a motion to adopt the minutes from the December 6th, 2018 meeting, as presented on January 10th, 2019. Valerie Capers seconded, and the Board unanimously voted to adopt the minutes.

Ratify 2018 Year-End Gift to Faculty and Staff

Mr. Russell reported that the Finance Committee convened in mid-December and approved the delivery of a small monetary gift to all members of the faculty and staff, distributed via payroll on the last pay period of 2018, to show appreciation for everyone's commitment to the school. He said that the request for this allocation of funds, which amounted to approximately \$6,000, was made after the December Board meeting, but demanded a sense of urgency for its timely execution in December. Mr. Russell asked that the full Board ratify the action, which was previously approved by the Finance Committee.

Lori Chemla made a motion to ratify the 2018 year-end gift to faculty and staff. Jodi Schneider seconded, and the Board unanimously voted to ratify the gift.

Scheduling Committee Meetings

Mr. Russell said that the Finance and Personnel Committees would need to convene in advance of the next SBECA Board meeting. He said that Meredith Leverich could help coordinate times.

Update on Status of Policy Documents

Employee Handbook

Brian Blough reported that the Employee Handbook had been reviewed by the school's attorney and that he is making another round of edits before circulating to the Personnel Committee for review. Mr. Russell stated that school employees can request to see the draft if they have questions about policies in the meantime, and that once it is finalized, it will be broadly circulated.

School Safety Plan

Mr. Russell said that he had asked Mr. Blough to send the school safety plan to the New York City Charter Center for their review before the Board approved. Mr. Blough said that the Charter Center would be providing some feedback by Wednesday, January 16th, but thought that it was strong overall and requested to use SBECA's plan as an exemplar.

Principal's Report

Facilities Update

Mr. Blough reported that the hydroponic tower located in the lobby has offered students a wonderful learning opportunity. The produce, including kale and basil, is now ready for harvesting and kids are able to experience these vegetables, in some cases, for the first time.

Mr. Blough reported that he is expecting two additional estimates for the roof netting, and is in conversation with Mastermind, the school's landlord, about the possibility of Mastermind providing some financial support for this building improvement.

Mr. Blough added that additional TV monitors are being installed in the stairwells, which will be used as timers during transitions in an effort to encourage students to self-regulate and to reduce transition times.

Academic Programming

Mr. Blough reported that the leadership, faculty and staff have taken steps to address some of the recent challenges identified by Jim Ford and Roblin Webb from Ford Research and Solutions, which were presented at the December 6th, 2018 Board meeting. As mentioned previously, TVs have been installed with timers to address the inefficiency of transitions. There has also been a "reset" following the winter break, which includes recalibrating transitions and reinforcing expectations. In an effort to address the finding that teachers need more planning space, the schedule for the Co-Lab has been adjusted to facilitate additional collaborative planning time during the school day. Kickboard, a behavior tracking system, has also been implemented to more effectively address behavioral issues.

Mr. Blough said that formal observations of teaching staff will be conducted between January 11th and January 31st, and will involve team observations, so that each co-teacher is receiving equal attention and feedback. These formal observations are in addition to the regular observations and feedback loops that occur weekly with the Vice Principals.

Mr. Blough reported that Saturday interventions have been introduced for students who are in the greatest need of additional help. 18-20% of students are currently invited, but this will increase to capture students who are approaching proficiency later in the school year, contingent on additional staff participation. Melissa Gaspard said that students who attend the Saturday classes have become more confident and participatory in their regular classes, since they feel more familiar with the material.

Mr. Blough said that Advisory has been revamped. In addition to morning meetings, every student is assigned to one adult for brief, individual check-ins each week. This more personal approach builds trust and makes it easier to identify and address each student's social-emotional needs.

Mr. Blough added that an "Incomplete Work Block" has been added to the schedule in the third quarter. Students who do not complete classwork have another opportunity to do so on Wednesday afternoons from 2:15 – 4:15. Students are able to leave when their homework is complete. This practice is in line with restorative justice; it is not meant to be punitive like detention, but rather, another opportunity to meet expectations. Eighth grade electives, including art and band, have also been added for the third quarter. Eighth grade students will also begin doing independent transitions, preparing them for the increased responsibility of high school.

Academic Data

Mr. Blough reported that the school has completed its mid-year i-Ready assessment for ELA, which indicates that 9% of students are proficient and 32% of students are within one grade level of proficiency. The Board inquired about how the i-Ready data might be an indicator for anticipated student performance on the spring State exams. Mr. Blough said that the second interim assessment would be a more helpful indicator. The ELA interim assessment was administered on January 9th and the Math interim assessment will be administered on January 16th. The mid-year i-Ready assessment for Math is still being analyzed.

Mr. Blough said that the second quarter will end on January 25th, at which time students will receive academic standing reports. The top 25 students who have shown the most growth will be rewarded with a field trip to see *The Prom* on Broadway.

Student and Family Engagement

Mr. Blough said that Parent-Teacher Conferences would be held on February 6th, 2019. The culture team is also planning a Bingo night, during which the Kickboard program will be introduced to families. This program will keep parents informed of behavioral issues in real time via text. A breakfast with the principal is also being planned for February to further engage parents in their children's education.

Mr. Blough said that he is planning an EDU Expo on February 28th, which he has invited NYSED representatives and other school leaders to attend. The event will connect educators and showcase SBECA's turn-around plan, including classroom strategies and programs that have been effective to date. Students will greet attendees and give tours of the school to start the day.

SBECA will also be participating in a Student Summit at Bed Stuy New Beginnings and BrooklynSTEM, a STEM conference hosted by the Brooklyn Nets.

Summer Proposal

Mr. Blough proposed that the school host a Summer Academy from July 8th to July 25th. He recommended that the program run Monday through Thursday from 8:45 am – 12:45 pm and be staffed internally. This would include credit recovery for students who are failing one or more courses. It would also include the Rising 6th Program, which would serve as an orientation for incoming 6th graders and provide a time for incoming assessments. He said that he would soon provide the Board with additional information, including a budget, for their further consideration.

He added that the faculty would identify external summer camps and other enrichment opportunities for high performing students, as well.

New Business

There was no new business.

Next Meeting – February 7th, 2019

Mr. Russell said that the next meeting would be held on Thursday, February 7th, 2019.

Adjournment

The Board unanimously voted to adjourn the meeting.