



BOARD MEETING

February 28, 2018

Time: 6:51 pm – 9:25 pm
Location: 117 N. Franklin St, Hempstead, NY 11550
Facilitator: Bishop Barrington Goldson, Chairman of the Board of Trustees
Board Secretary: Racquel Grizzle

Trustees in Attendance: Barrington Goldson, Hazelin Williams, Robert Stewart, Dawn West, Peter Goodman Stephanie Gomez, Roderick Roberts, and Stephen Rowley

Others Present: Wayne Haughton (Executive Director), Sandra Oneil (General Counsel & Human Capitol Director), Donna Douglas (Director of Operations), Washburn Martin (Business Manager), Hope Chin (Business Manager), Nicholas Stapleton (Superintendent) , Camille Morris (LES Principal), Keiron Phillips (UES Principal), Dermoth Mattison (MS Principal), Travis Holloway (HS Principal),

Vice Chairman Stewart opened the meeting and called for the Superintendent's Report.

Report/Reporter: Superintendent's Report
Person Responsible: Nicholas Stapleton

Action Items:
State Performance Index Comparison Chart (w/other schools)

Deadlines:

Conclusion:

Dr. Stapleton greeted the board and presented his report. He provided an in depth explanation of the Accountability Dossier included in this report. The dates for the NYS ELA and Math Exams were shared with the Board. The ELA exam will be given April 11-13, 2018. The Math exams will be given on May 1-3, 2018. Dr. Stapleton also provided the Board with graphed summaries of the results of the interim ELA and Math exams. Lastly, an outline of the tentative Pre-Service Professional Development for Uniondale was presented and discussed.

Chairman Goldson requested a motion to accept the Superintendent's Report. Motioned by Trustee Rowley, seconded by Trustee Roberts.

Vice Chairman Stewart acknowledged the arrival of Board Chairman Goldson. Chairman Goldson called for the High School Principal's Report.

Report/Reporter: High School Principal's Report
Person Responsible: Travis Holloway

Action Items:
None

Deadlines:
None

Conclusion:

Mr. Holloway provided the Board with his report. He began with an outline and explanation of the required courses students must complete in order to graduate. The graduation requirements are comprised of 22 course credits and 5 Regents exam credits. The Board was informed that the high school administration team will hold a monthly data articulation meeting with the educational consultant. Mr. Holloway conducted 16 teacher evaluations in the month of February. High School attendance as of January 2018 is at 96%. The percent of students with unexcused absences is 9.1%. Parental engagement and student activities are ongoing. Mr. Holloway ended his report with a brief discussion regarding the June 2017 Regents Comparison.

Chairman Goldson called for the Board of Trustees Resolution to ratify and approve the implementation of an international teacher recruiting plan for the Academy Charter School; read by Trustee Williams. It is hereby resolved that the Board of Trustees ratifies and approves the implementation of an international teacher recruiting plan. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Vice Chairman Stewart, seconded by Trustee West.

Chairman Goldson called for the Board of Trustees Resolution; that the Financial Committee has the responsibility and authority to collaborate with its financial partner, Boosted to create original budgets and budget amendments, and submit them to the Board of Trustees for approval; read by Trustee Rowley. It is hereby resolved that the Committee hereby submits the amended budget for 2017-2018 to the Board for acceptance and approval by the Board of Trustees. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Chairman Goldson, seconded by Trustee Roberts.

Chairman Goldson called for the Board of Trustees Resolution; The Finance Committee has the responsibility and authority to review the school's monthly financial reports and submit a report to the Board of Trustees for approval; read by Trustee Rowley. Be it resolved, that the Committee has deemed the January 2018 financials to be reasonably stated and reflective of the financial and operational activities, and financial stability of the Academy Charter School as of January 31, 2018. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Chairman Goldson, seconded by Trustee West.

Chairman Goldson called for the Board of Trustees Resolution to ratify and approve the purchase and or leasing of a building and all necessary construction for the Academy Charter School Uniondale location; read by Trustee Williams. It is hereby resolved that the Board of Trustees of the Academy Charter School approves the contractual process for the acquisition and/or leasing of the building for the Academy Charter School Uniondale location. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Trustee Rowley, seconded by Chairman Goldson.

Chairman Goldson expressed sincere thanks to the Charter School Growth Fund for their contribution to the Academy Charter School and their assistance with the Uniondale process.

Chairman Goldson called for the Board of Trustees Resolution to ratify and approve the resignation of a founding Board member from the Board of Trustees of the Academy Charter School; read by Vice Chairman Stewart. It is hereby resolved that the Board of

Trustees accepts the resignation of Hazelin Williams, a founding member of the Board of Trustees effective March 1, 2018. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Trustee West, seconded by Trustee Roberts.

Chairman Goldson called for the Board of Trustees Resolution to ratify and approve the addition of new trustees to the Board of Trustees of the Academy Charter School; read by Trustee West. It is hereby resolved that the Board of Trustees of the Academy Charter School appoints Beth McKenzie, Donovan Henry and Marie Graham as Trustees effective February 28, 2018. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Vice Chairman Stewart, seconded by Trustee Goodman.

Chairman Goldson called for the Executive Director's Report.

Report: Executive Director's Report

Person Responsible: Wayne Haughton

Action Items:

Deadlines:

Conclusion:

Mr. Haughton provided the Board with his report. The Academy Charter School is scheduled to make a presentation to the Charter School Growth Fund ("CSGF") at the end of March to be considered for their next level of funding. This funding will assist in the replication process. The High School construction project is progressing as expected and is currently on Requisition #14. The Academy has received a grant from the Center of Educational Innovation ("CEI"). The grant will be used for a field trip to reward some scholars who have demonstrated academic excellence. The Academy is in the process of applying for the CSP Planning and Implementation grant offered by NYSED. The assignment of grades and classes for the 2018-2019 school year have been completed and will be covered by Ms. Douglas, Director of Operations, in greater detail. The international search for teachers has been extended and an initial summary was presented. The Academy is actively recruiting to fill all positions. Regarding finances, the YTD budget review has been completed by the Financial Committee. Currently; there are no new cases under litigation involving the Academy.

The floor was opened for questions or comments on the Executive Director's Report. There was a brief discussion held.

Board Chairman Goldson requested a motion to accept the Executive Director's Report. Motioned by Trustee Roberts, seconded by Trustee West

Chairman Goldson called for the General Counsel & Human Capital Director's Report.

Report/Reporter: General Counsel & Human Capital Director's Report

Person Responsible: Sandrea Oneil

Action Items:

Deadlines:

Conclusion:

Mrs. Oneil provided the Board with her report. She provided the Board with details regarding

recent hires and vacant positions. The Board was informed that an onsite recruitment drive is scheduled for Saturday, March 24, 2018. At this time potential candidates will have the opportunity to be interviewed on the spot. Intent to return letters were emailed to staff and are due to be submitted by March 9, 2018. Prospects identified through the international recruitment drive done in Jamaica, W.I. are being forwarded to Cordell-Hull for visa processing. The Board was informed that the instructional staffing model is completed for all schools. The first cohort of teachers in the NYIT teaching master's program is now taking classes. The school's commitment to bear the cost of one half of the tuition is now due. In closing, the Board was informed that there is no new litigation case to present.

Chairman Goldson requested a motion to accept the General Counsel & Human Capital Director's Report. Motioned by Trustee Rowley, seconded by Vice Chairman Stewart.

Board Chairman Goldson called for the Director of Operation's Report.

Report: Director of Operation's Report
Person Responsible: Donna Douglas

Action Items:

Deadlines:

Conclusion:

Ms. Douglas provided the Board with her report. In summary, Ms. Douglas provided the Board with updates regarding student recruitment and staffing. The current numbers of enrolled students are 1096. Student YTD attendance is 95.5%. Chronic absenteeism is at 9.7%. Under student recruitment applications for Hempstead, we have received a total of 528 applications and for Uniondale we have received 131. There are to be a total of 175 for the Uniondale location. The deadline for all applications is April 2, 2018. The Hempstead lottery will be held on April 3, 2018, and the Uniondale lottery will be held on April 4, 2018. Ms. Douglas advised that the Facilities Report and Upper Elementary classroom design with expansion chart are attached to her report.

Board Chairman Goldson requested a motion to accept the Director of Operation's Report. Motioned by Vice Chairman Stewart seconded by Trustee Roberts.

Board Chairman Goldson called for the Business Manager's Report.

Report: Business Manager's Report
Person Responsible: Washburn Martin

Action Items:

Deadlines:

Letters to parents asking for their recommendations on how to proceed should items (devices) need repairs

Conclusion:

Mr. Martin provided the Board with a report for January 2018 which included highlights for public awareness. The January 2018 Year-to-Date (YTD) financials were deemed to be reasonably stated and reflective of the operational and financial activities of the school. The Board was informed that the year-to-date per pupil revenue and total revenue were on par with

the budget. The total actual YTD expenses were 2% lower than the budget. Mr. Martin also provided the Board with details as it relates to the balance sheet and capital expenses. The general and administrative expenses along with direct educational expenses, operating and maintenance expenses are categories in which the Academy was over budget. In regards to the statement of cash flows, the Board was informed that the statement agreed with the total cash balance in the bank accounts as of January 31, 2018.

Chairman Goldson requested a motion to accept the Business Manager's Report.
Moted by Vice Chairman Stewart seconded by Trustee Rowley.

Report: PTO's Report

Person Responsible: Stephanie Gomez

Action Items:

Advertisement and flyers for Uniondale to be printed in French due to the strong Haitian base in Uniondale

Conclusion:

Mrs. Gomez provided the Board with her report. The PTO held its general monthly meeting on February 15, 2018. The next meeting is scheduled for March 14, 2018. There is a concern on the Elementary School level regarding homework and the review of homework. Under upcoming events, photo retakes will be done on March 2 and on March 23 the PTO will be hosting a family movie night for grades K-5 in the middle school gymnasium. Mrs. Gomez advised that the next fundraiser is a family night out at Chipotle (3/20/2018) where the PTO will receive a percentage of all profits made by the Academy. The Board was provided with a full financial report. The floor was opened for questions or comments on the PTO's Report. Special thanks were extended to Mrs. Gomez and her board for their service and dedication. A brief discussion was held regarding the Academy's Homework Policy. Chairman Goldson reminded that the PTO is to remain a school-wide focus. There were no further questions or comments.

Board Chairman Goldson accepted the PTO's Report.

With no further questions or comments, Board Chairman Goldson requested a motion to adjourn the meeting. Moted by Vice Chairman Stewart, seconded by Trustee West.

Board Chairman Goldson thanked everyone for attending and the meeting came to an adjournment at 9:25 PM.