



BOARD MEETING

May 24, 2018

Time: 6:56 pm – 9:43 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: Robert Stewart, Dawn West, Beth McKenzie, Stephanie Gomez, Donovan Henry, Marie Graham, and Stephen Rowley

Others Present: Nicholas Stapleton (Superintendent), Sandra Oneil (General Counsel & Human Capitol Director), Chameita Avin (Academy - Uniondale Principal), Keiron Phillips (UES Principal) Dermoth Mattison (MS Principal), Travis Holloway (HS Principal), Donna Douglas (Director of Operations), Washburn Martin (Business Manager), Hope Chin,

Chairman Goldson opened the meeting with greetings to all in attendance and introduced the new members of the Board of Trustees.

Chairman Goldson called for the PTO's Report.

Report: PTO's Report
Person Responsible: Stephanie Gomez

Action Items:

Conclusion:

Chairman Goldson thanked Mrs. Gomez for her work, leadership and dedication to the PTO and expressed appreciation for the Staff Dinner held May 23, 2018. Mrs. Gomez provided the Board with her report. The PTO held its general monthly meeting on May 17, 2018. The primary focus of this meeting was the topic of PTO Board nominations scheduled for June 7, 2018. Currently, there are nominees for all High School board positions. The Middle School has two vacancies. All positions are vacant on the Elementary School level. The PTO would like to thank Ms. Cosme and Mr. Holloway for ensuring High School student volunteers were present for Elementary events. The next PTO meeting is scheduled for Thursday, June 7, 2018 at 6:30PM. Ms. Gomez provided the Board with a list of upcoming events. Lastly, the Board was provided with a detailed financial report. r TD Bank acct is \$15,752.80

Chairman Goldson requested a motion to accept the PTO's Report. Motioned by Trustee Rowley, seconded by Vice Chairman Stewart.

The floor was opened for questions or comments on the PTO's Report. There were no further questions or comments.

Chairman Goldson thanked Mrs. Gomez for her report and gave formal thanks to several individuals whose involvement was instrumental in the success of the Academy's expansion projects. Among them were Kevan Abrahams, Siela A. Bynoe, Hazelin Williams and the Academy Administrators. Through their efforts and others, the financial bonding commitment has been approved for the Academy Charter School.

Chairman Goldson called for the Executive Director's Report.

Report/Reporter: Executive Director's Report

Person Responsible: Wayne Haughton

Action Items:

1. Build-out Schedule for new building
2. Outline of people involved in the intended use of the space
3. Hard copy of building plans
4. Full use of technology in Board meetings
5. Supply new Board of Trustee members with I-PADS
6. Ensure all Board of Trustee member I-PADS are updated

Deadlines:

Conclusion:

Mr. Haughton provided the Board with his report. The Academy Charter School HS Construction Project is currently advancing with all projected completion dates on schedule. An outline of work completed was presented to the Board. The structure is erected to the 5th floor where the school gymnasium will be located. Under the Uniondale expansion, Issuer adoption of the bond resolution approving the financing was completed May 24, 2018. Closing of the bond is scheduled for June 28, 2018. Our Community Outreach Coordinator, Mrs. Williams organized a Meet and Greet held on May 19, 2018 for parents whose children will be attending the Uniondale School. Ongoing meetings are held with the leadership team and the Charter School Growth Fund to solidify the next round of funding. Student numbers will be covered by Ms. Douglas, Director of Operations, in greater detail. The Academy is actively recruiting to fill all vacant positions. We are currently finalizing all Human Resources protocols for each building. Ms. Oneil, General Counsel & Human Capital director will discuss this in greater detail. Regarding finances, the YTD financial review has been completed by the Financial Committee and a resolution will be presented for its acceptance.

Chairman Goldson requested a motion to accept the Executive Director's Report.
Motioned by Trustee McKenzie, seconded by Trustee Rowley.

The floor was opened for questions or comments on the Executive Director's Report. There were no further questions or comments.

Chairman Goldson called for the Superintendent's Report.

Report: Superintendent's Report

Person Responsible: Nicholas Stapleton

Conclusion:

Dr. Stapleton greeted the Board and presented his report. He provided an overview of the new instructional initiatives for the Academy Charter School Hempstead 2018-2019 school year. In Kindergarten, there will be Reading Intervention classes. This will allow students to excel at an earlier pace and allow for earlier identification of learning challenges. The concept of responsive intervention was explained in detail. In grades 3-5, Spoken Word will be offered parallel to Spanish. The Spoken Word course will develop oral, written, drama, and vocabulary skills. The Middle School will have accelerated 8th grade coursework in Algebra 1 and Science (Living Environment). On the High School level, Career and Technology Education will be adopted. Credit Recovery and Early College (Pilot) are two other new avenues the Academy will adopt. Teachers will be trained over the summer for these undertakings.

Ms. Avin provided an update to the Board regarding her preparation and training for the Academy Charter School Uniondale. She included that as she is preparing, all Instructional Coaches are being trained and professionally developed. An outline of Professional Development dates was presented. Lastly, K-2 Uniondale registration has been scheduled for June 9, 2018, to be held at the Upper Elementary School in Hempstead.

Mr. Mattison provided the Board with his report. A presentation of Project Lead the Way was done by the STEM teacher. Project Lead the Way is the nation's leading provider of science, technology, engineering, and math (STEM) programs. This program prepares students for the global economy. Several scholars were in attendance and demonstrated their projects to the Board of Trustees. Vice Chairman Stewart encouraged the inclusion of the Arts in STEM, making it STEAM. Trustee Graham advised that documenting the monumental accomplishments of scholars will help when building college portfolios and resumes. The Board extended appreciation for what they had seen. Mr. Mattison provided other highlights from his report. The Middle School held its first Science Fair with a live animal show and it was a great success. There were over 300 students and parents in attendance.

Mr. Holloway provided the Board with his report. He began with an update regarding Summer School. Providing students with Academic Intervention Services Instruction to successfully complete any deficient NYSED Regents examinations and [if necessary] provide Regents course credit is the focus of Summer School. As part of our commitment to developing scholars, the Academy Charter High School is in the process of partnering with the Nassau BOCES—specifically Barry Tech High School. Courses offered at Barry Tech High School are NYSED credit-bearing and provide a partially alternative path to High School Graduation. Scholars will receive Career & Technical Education (CTE) credits toward graduation. Lastly, Mr. Holloway highlighted the High School Debate Teams. On May 12, 2018, both teams that competed placed in the top 10 of all teams competing. Out of 85 teams, both teams went undefeated and placed 2nd and 3rd overall. As a result, the Academy won the sweepstakes award (meaning we achieved the most wins). Notably, three Academy scholars placed top 10 of all debaters competing (1st, 4th, 10th) and received individual awards.

Chairman Goldson requested a motion to accept the Superintendent's Report. Motioned by Trustee McKenzie, seconded by Vice Chairman Stewart.
Chairman Goldson requested a motion to accept the Middle School Principal's Report. Motioned by Trustee Rowley, seconded by Trustee Henry.
Chairman Goldson requested a motion to accept the High School Principal's Report. Motioned by Trustee Rowley, seconded by Trustee Graham.

The floor was opened for questions or comments on the reports received. A brief discussion was held.

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

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

Person Responsible: Sandra Oneil

Action Items:

Deadlines:

Conclusion:

Mrs. Oneil provided the Board with her report. Currently, there are two vacant positions. Active interviewing is ongoing for all vacant positions and demos are being conducted. Teacher Assistants were located through attending the career fair sponsored by Legislators Bynoe and Abrahams on May 22, 2018. Offer letters have been provided to successful candidates and instructional offers for the 2018-2019 school year will be distributed electronically via Little Bird HR. The Lower Elementary School staff survey has been extended to May 25, 2018. This is due to the low response rate. The international teacher recruits being processed through Cordell Hull is moving along timely and is expected to be completed by August 2018. Regarding policy and procedure, employees will have ownership of their time through Paylocity beginning June 4, 2018. Mandatory (for all new hires) and random drug testing (for existing employees) will be implemented July 1, 2018. Lastly, 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 Trustee Henry.

The floor was opened for questions or comments on the General Counsel & Human Capital Director's Report reports received. There were no further questions or comments.

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

Report: Director of Operation's Report

Person Responsible: Donna Douglas

Action Items:

Deadlines:

1. Cashless system for all schools
2. Of the applications received for the Academy Uniondale, provide breakdown of actual residents of Uniondale
3. Improved lunch experience across all schools

Conclusion:

Ms. Douglas provided the Board with highlights from her report. To date we have received 241 applications for the Academy Charter School Uniondale. Recruitment and staffing efforts are ongoing. Academy Charter School Hempstead will have a second registration on June 2, 2018. Registration for the Uniondale school will be held on June 9, 2018. Student attendance rate is 95.9%. Lastly, Ms. Douglas reported on the facilities. HVAC systems have been serviced, sidewalks have been repaired, monitoring and alarm systems have been set up, serviced, repaired and updated.

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

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

Report: Business Manager's Report

Person Responsible: Washburn Martin

Action Items:

Provide year to year comparisons in report

Deadlines:

Conclusion:

Mr. Martin provided the Board with his report. The April 2018 Year-to-Date (YTD) financial package was reviewed in conjunction with the March 2018 YTD financials, GL accounts details, and the 2017 – 2018 budget. The April 2018 YTD financials were deemed to be reasonably stated. The financials reflected the business and operational activities of the school year as of April 30, 2018. In regards to revenue the actual YTD per pupil revenue, federal funding and food service total revenue were above budget. In regards to expenses three categories were slightly above budget. The statement of cash flows reflected all cash flow activities of the school's operating activities. The statement agreed with the total cash balance in the bank accounts as of April 30, 2018. The school's cash forecast is managed effectively and compliments the school's plan to manage spending and to increase its days cash on hand.

Chairman Goldson requested a motion to accept the Business Manager's Report. Motioned by Trustee West seconded by Trustee Henry.

Resolutions

Chairman Goldson called for the Board of Trustees Resolution to ratify and approve the use of pre-employment alcohol and drug testing for candidates and random alcohol and drug testing for employees as a policy of the Academy Charter School, beginning July 1, 2018; read by Trustee West. It is hereby resolved that the Board of Trustees of the Academy Charter School ratifies and approves the use of pre-employment alcohol and drug testing for candidates and random alcohol and drug testing for employees as a policy of the Academy Charter School, beginning July 1, 2018. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Trustee Rowley, seconded by Trustee McKenzie.

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 April 2018 financials to be reasonably stated and reflective of the financial and operational activities, and financial stability of the Academy Charter School as of April 30, 2018. Chairman Goldson requested a motion to accept the Board of Trustees Resolution. Motioned by Trustee West, seconded by Vice Chairman Stewart.

In closing, Vice Chairman spoke on the importance of branding. He advised that the acronym "TACS" is not an approved part of the Academy brand, nor is it to be used in association to the Academy. There were no further questions or comments.

Board Chairman Goldson requested a motion to adjourn the meeting. Motioned by Trustee Rowley, seconded by Vice Chairman Stewart.

Board Chairman Goldson thanked everyone for attending and the meeting came to an adjournment at 9:43 PM.