

Attendees:

Joseph Sciamè (JS)
Patricia Bramwell (PB)
Cecelia Russo (CR)
Angel Charriez (AC)
Joshua Morales (JM)
Felipe Ventegeat (FV)

Absent:

Victor Rivera
Mike Nieves

Late Arrivals:

Kevin Nesbitt (KN) at 6:11
Leticia Theodore (LT) at 6:14

Staff:

Karen Jones (KJ)
Kashani Stokley (KS)
Valerie Moniz (VM)
Vicky D'Anjou-Pomerleau (VDAP)

1. Call to Order by Chair Joseph Sciamè at 6:02.

2. Review and approval of minutes for January 17, 2013

No Quorum, so no vote on the minutes.

3. Update on School Status

a. Interim Executive Director's Report Update

Dashboard is presented.

AC: What is Decreased enrollement due to?

KS: Issue between the parents for one of the kids, Someone moved away.

JS: How does this affect us financially?

JM: Negatively.

KS: 7 students left since January. One left out of state, one had to be pulled out because of legal issues on the parent side, the others moved away.

JM: We may also expel someone, Ms.Moniz will talk about this.

6:11: Kevin Nesbitt arrives.

AC: Why is 4th grade doing much better on attendance?

KJ: It's the personality of the teachers.

VM: These teachers are also the ones doing the most attendance-based incentives.

KN: What is your sense of what families communications parents get?

KS: There's an automatic call going out every day.

KN: So that's what the DOE schools do. Has anyone thought to have these teachers present their best practices?

VM: I actually shared those practices at morning meeting, and this is something we have been working on. As Ms. Jones said, the personalities are also very important.

6:18 We have a Quorum.

Angel motions to accept the minutes with the revisions, Patricia Seconds. Minutes

Approved.

CR: Could the list of who the cabinet, Directors and Operations are in its own page?

b. Academic Leader's Report

KJ: I am almost finished with the observations. The Academic committee was concerned about retentions. I talked to the teachers and in K 3 are expected to be retained. In 1st

grade, 4, and in 2nd 7. In 3rd grade it's 6 there are children whom we did not retained but are not catching up. In the 4th grade, 2 and in 5th 5 of 42.

KN: What happens if they do well from the state assessment.

KJ: We might discuss with the teacher if they score very high 3's. But, there are students who don't do well on assessments even do they behave well and do their work, and so I asked the teacher not to retain them.

CR: That's what the promotion policy is about.

JM: We did get approved for expansion 6-7-8.

6:26 c. Support Services Report

VM: We have new schedules for our team so that they can be predictably in the classroom. They do character Ed in the morning in each class. They have office hours and also check in particular classes if necessary in the afternoon.

I will start doing observations based on Marzano. It's a 3-page rubric adapted to our needs. That will start on Monday.

The Dean and I are working on Behavior intervention plans for some students.

Suspensions: 2nd grade and 5th grade are the greatest challenge. We had a big intervention with 5th grade recently.

January was rough, we had to reinforce expectations.

JS: Why is 2nd grade so challenging?

VM: As Ms. Jones pointed out, we added an entire class, and so there's that, but they are right next to the suite so we are working on that.

6:33 d. Operations Report

KS: As Josh Explained our total enrollment is 328. For kindergarten lottery was 149, last year we had 199, lottery ends April 1st. 197 kids on the waitlist for 1-6. We have 66 kids for the 3rd grade waitlist. For Staff Recruitment, Karent, Val, Josh and I are working with Kent on this. We are breaking it up between us and making sure the process is uniform. The job fair is Match 6th, and later in the month there is a student recruitment fair.

JS: How do these numbers compare to last year?

KS: We have a steady interest.

JS: What enrollment should be like in the fall?

KS: 426.

4. Report of Permanent Committees to Board of Trustees

a. Executive Committee – Chair Joseph Sciame

JS: Nothing to Report.

b. Education Committee – Cecelia Russo

CR: We had 2 conference calls, what was said by Karen and Valerie and what was in January minutes will suffice.

c. Financial/Operations Committee – Angel Charriez

Building: FV: The building is generally stable. For instance we had a call recently that it is excessively cold in the gymnasium, hopefully this has been fixed. There was a leak at the

Cafeteria issue but it has been temporarily fixed. The Vault: Catholic Charities contacted us to say we were responsible for to secure the vault where the oil tank is. The oil tank is in front of 72 Lewis, instead of 82 Lewis. Expenditures will be about \$25,000 over the next 4 months. They wrote us a letter asking how we will pay that. We need to pay 5,500 tomorrow, and then 5,500 next month.

KN: Are we subject to their payment schedule?

P : This is our payment schedule.

JS: What about the heat?

JM: We were low on oil, the cash is tight, and it was cold for one day last week.

JS: How would we know that our school is closed because the heating is not working?

JM: Someone complained and we received a warning.

It is the Executive Director's responsibility to warn the Board if the school has to close.

d. Engagement/Outreach – Kevin Nesbitt

Last time I mentioned I would talk with leaders at John Jay. We talked about afterschool, how to get CUNY students to be involved. We talked about educating towards justice. Some students are interested in having an even in Juvenile justice, they would like their event to have a donation-admission that would go to our school. The event is in April. They need to know from us what supplies we need, we might think of a particular item we want.

JM: We should have a clear framework as we develop service learning etc.

KN: We are welcome to have a table there, we could say a word about our school and how it connects to justice.

CR: What is the timeframe?

KN: April 10th 1:30 – 3pm. Topic is juvenile Justice. Topic is juvenile offenders and

CR: Karen, what would you think of taking 1-2 students to take them there, to the college? Maybe some parents could go too?

KN: I want to connect with them again and make sure it's worth it.

JM: KN, Send whatever you need to Vicky and she will be our point on this. We need to know what the students want, so that they can be excited.

e. Development – Josh Morales

VDAP: I attended classes at the Foundation Center and have been looking into grants.

KN: Has the Development Committee come up with a plan to address these issues.

Angel Charriez departs at 7:02

5. Old Business

JS: Can we do the Citizen again?

VM: It was suspended. The Dean was supervising but often gets called out and it's not safe for students to be left to work on this when he is away.

KN: Was an email sent? Were the students disappointed?

KJ: Yes.

VM: They were already upset that they had not been meeting consistently on it. One of the teachers who was working on it is no longer with us either. There were issues with the timeliness of the issues.

6. New Business

Next meeting April 2nd at 6:00

7. Public Comments

No public present.

8 Adjournment at

Motion to Adjourn by Cecelia Russo, Seconded by Kevin Nesbitt at 7:20.

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