

07.00.21
Board Meeting
Cancelled

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

August 17, 2021

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:05p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. DeShields – Board Member
Dr. Mary Floyd – Board Member
Mr. James Caldwell – Board Member
Mrs. Felecia Parker-Cox – Board Member

REGRETS:

None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Gregory Wright – Interim Principal
Ms. Crystal A. Sharper – US Secretary
Ms. Francis Brown – Talent & HR Manager

VISITORS:

Ms. Leigh Ann Bonck - OmniVest

Public Comment:

None

Approval of Minutes: June 15, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on June 15, 2021, Dr. DeShields moved to approve the minutes, Marvin Lenetsky seconded the motion.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr, Allen	Yes
Marvin Lenetsky	Motion to Approve	Yes	David Gruber	Yes
Dr. Deshields	2 nd Motion	Yes	Mrs. Felecia Parker-Cox	Yes
Karen Trawick		Yes	James Caldwell	Yes

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

September 21, 2021

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:00p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. DeShields – Board Member
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member

REGRETS:

James Caldwell – Board Member

STAFF:

Ms. Stacey Scott – Interim CEO

– Interim Principal
Ms. Crystal A. Sharper – US Secretary
Ms. Francis Brown – Talent & HR Manager
Mrs. Tahiana Lamb – Academic Director 3-5
Mr. Brian Cameron -Academic Director 6-8
Ms. Cheryl Tanksley – Social Worker
Mr. William Bazemore – Climate Director K-8
Ms. Emily Zhan - Counselor
Ms. Alberta Sharnie – Para Educator
Ms. Naeemah Littles – Para Educator
Ms. Kaelyn Pizarro – 1st Grade Teacher
Ms. Maria Merrigan 1st Grade Teacher
Ms. Rhonda Washington – Parent Community Liaison

VISITORS:

Ms. Leigh Ann Bonck – OmniVest
Mr. Ian Croggan – OmniVest
Monae – Parent
Tara Thomas – Parent
Sinakin – Parent
Rosetta Cousin - Parent
Saniyah Perrin Parent
Deneane - Coleman Parent

VISTORS (con't)

Tara Thomas – Parent
Jasmine Stover - Parent
Deneene Coleman - Parent
Naeemah Littles - Parent
Charli Jones - Parent

Jennifer Blake - Parent

CHARTER OFFICE:

Cameron Voss – Senior Project Manager Quality & Accountability

Team

Seun Oke – Senior Project Manager Quality & Accountability

Team

Public Comment:

- Parent inquired about the function of the Board Meeting. Mr. Griffin explained the function. Parent was satisfied with his explanation.
- Parent (fourth grade), expressed concerns regarding “teacher status.” Her concern is there are no “permanent 4th grade teachers.” There are two substitutes teaching the classes with the support of the Academic Director, Mrs. Lamb, and the Interventionists are also lending support working very closely with the two to make sure that rigorous instruction is taking place, until permanent teachers are hired. We are in the hiring process and working diligently to fill those positions.
- Parent inquired as to whether the budget included “hiring a new Principal and substitute teachers?”

Alliance will hire another Principle, and the parents will be notified of this when it occurs. There is protocol that must be followed, and decisions that must be made before any information is communicated to the parents/public.

Approval of Minutes: August 17, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on August 17, 2021, Dr. DeShields moved to approve the minutes, Dr. Allen seconded the motion.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Marvin Lenetsky	Yes
Dr. DeShields	Motion to Approve	Yes	David Gruber	Yes
Dr. Allen	2 nd Motion	Yes	Mrs. Felecia Parker-Cox	Yes
Karen Trawick		Yes		
Dr. Mary Floyd		Yes		

Old Business

- Fouth Floor Development – An architect has not been selected, however there is a team preparing a bid based on the SPECS of the last architect.
- Parent posed a question of “when will new desk be arriving?” The desk has been ordered and should be arriving within five days.
- Staff posed a question regarding local business owners. “Is the school seeking community businesses that would sponsor the entire fourth floor or a portion of the fourth floor in exchange for signage and/or posting of their businesses? Mr. Griffin explained, for the fourth floor he would like to give opportunities to smaller contractors to complete the fourth floor.

- Status of the parcel of land that was own by the previous owner of Women’s Christian Alliance. The organization that owns that, lost their tax-exempt status. The plan is for the Redevelopment Authority to take the land back and put it in the land bank which gives Alliance an opportunity to obtain it.
- Was the recreation equipment moved for the middle school to the elementary school? That has not been done, however, quotes for rubber mulch, and quotes for someone to come out and level that land so that the mulch can be laid evenly. We have two quotes, trying to get three so that completed by the first week of October. Before moving the equipment from the middle school to the elementary, it will need to be inspected to see if it can be moved.

FINANCIAL REPORT – Leigh Ann Bonck

ALLIANCE FOR PROGRESS CHARTER SCHOOL

YTD as of AUG 31, 2021 ACTUAL NET LOSS	(\$ 19,683)
YTD as of AUG 31, 2021 BUDGETED NET LOSS	(\$ <u>221,983</u>)
BUDGET VARIANCE	\$ 202,300

DISCUSSION ITEMS:

Revenues are above budget by \$45K

- **Tuition from School District of Philadelphia on budget. Expect true up of new student population in September/October**
- **Federal ESSER II revenue above budget by \$44k offset payout of first half of retention bonus**
-

Expenses were below budget by \$157K

- **Personnel and benefits below budget by \$179k, timing of new hires/contracts**
- **Contracted services above budget by (\$5k)**
 - Contracted Exceptional Learners Support (\$1k), funded by ESSER II
 - Contracted Attendance and Admin Assist support, (\$3k) offset by savings in personnel costs
 - Extended School Year approved private school tuition \$4k
 - Expectational learner services (Speech, OT, Psychology) (\$4k), to be reviewed to be funded by ESSER II
 - IT services (\$1k)
- **Insurance below budget by \$1k**
- **Educational Material above budget by (\$1k), to be reviewed for funding sources**
- **Supplies & Communications above budget by (\$6k)**
 - Office Supplies (\$1k)
 - Internet (\$5k), to be reviewed
- **Miscellaneous program above budget by (\$3k), staff orientation & PD refreshments & family**

open house

- **Building Expenses above budget by (\$7k)**

- Janitorial services (\$3k), deep clean of floors
- Repairs & Maintenance (\$3k), HVAC preventive maintenance contracts

May Footnote:

	Budget Stud'ts	Actual Stud'ts	Budget Rate	Actual Rate
Regular Education	448	454	\$10,836	\$10,836
Special Education	98	92	\$30,442	\$30,442
Total	546	546		

Remember to keep Infinite Campus updated

FISCAL YEAR ENDING JUNE 30, 21 ACTUAL NET INCOME	\$ 455,575
FISCAL YEAR ENDING JUNE 30, 21 BUDGETED NET INCOME	\$ 504,444
BUDGET VARIANCE	(\$ 48,869)

DISCUSSION ITEMS:

YTD Revenues above budget by \$290K

- **Tuition from School District of Philadelphia is below budget by (\$252k) due to an average lower special education population than average budgeted and lower actual tuition rates than budgeted**
- **Miscellaneous revenue below budget by (\$8k)**
 - Student collections \$2k, offsets student activity expenses & graduation expenses
 - School trip collections (\$10)
- **Interest revenue below budget by (\$6k)**
- **School fundraising (\$37k), no Spirit of Alliance fundraiser event**
- **E-rates below budget by (\$45k), program was utilized, net expense was recorded**
- **Philadelphia School Partnership funds received on budget for math interventionist and reading specialist salaries and Children Literacy Initiative**
- **Food revenue below budget by (\$32k) due to suspended/smaller food program during virtual learning**
- **Ready to Learn state grant above budget by \$33k, offsets Children Literacy Initiative program**
- **Rental Subsidy below budget by (\$31k), accrual**
- **Federal revenue above budget by \$669k**
 - Final Title allocation above budget by \$106k, increase student population
 - ESSER I & II funding for after school program, technology purchases, additional staff, PPE supplies, and air quality upgrades with UV lighting \$223k
 - PA Commission on Crime and Delinquency School Health and Safety (PCCD) above budget by \$90k, offsets technology purchases (capitalized), desk shields, and deep cleaning costs
 - Payroll Protection Program loan forgiveness \$200k
 - IDEA special education federal funding \$34k offsets salaries

- Expansion/Charter School Program award above budget by \$15k for outfitting new building with furniture

YEAR to DATE DISCUSSION ITEMS continue

YTD Expenses were above budget by (\$339K)

- **Personnel and benefits below budget by \$262k, offsets substitutes**
- **Professional development below budget by \$40k, limited external options due to COVID guidelines**
- **Contracted services above budget by (\$268k)**
 - Substitutes Services (\$7k), ELA teacher, offset by savings in salary
 - Contracted Exceptional Learners Support (\$31k)
 - Approved Private School tuition (\$21k)
 - After School Program (\$56k), funded by ESSER
 - Exceptional Learners speech, OT, & psychology services (\$73k)
 - Legal services (\$39k)
 - IT services (\$34k)
 - Contracted Admin Consultant, Attendance and Admin Assist support, (\$13k) offset by savings in personnel costs
 - Payroll/403(b) services \$4k
 - Teacher Recruitment \$1k
- **Insurance above budget by (\$36k), includes \$7k prior year audit adjustment**
- **Educational Material above budget by (\$30k) funded by ESSER & Expansion Grants**
- **Supplies & Communications above budget by (\$152k)**
 - Advertising (\$1k)
 - Remote access software – Zoom & DocuSign (\$8k), ESSER funded
 - Student safety software (\$4k), ESSER funded
 - Administration software (new SIS) & firewall (\$19k)
 - Copying/Printing \$8k
 - Nurse Supplies (\$2k)
 - Small furniture purchases, IT supplies, office supplies, & disinfecting supplies (\$51k)
 - \$22k funded by ESSER & Expansion grant
 - Postage (\$1k) & Phone (\$1k)
 - Internet/phone (\$35k) & Student Hotspots (\$38k) including Philadelphia School Partnership student internet program funded by ESSER
- **Dues & Fees above budget by (\$4k), annual bond fee & annual Philly fee**
- **Equipment/Lease Costs above budget by (\$12k), overlap of contracts**

YEAR to DATE DISCUSSION ITEMS continue

- **Miscellaneous programs below budget by \$35k**
 - Staff appreciation & meals (\$22k)
 - Tents for distribution of remote learning equipment (\$1k)

- Student graduation, student sports, & trips \$38k
- Fundraising Spirit of Alliance expense \$19k
- Homelessness supplies \$2k
- **Building Expenses above budget by (\$78k)**
 - Janitorial services (\$35k), partly funded by ESSER
 - Summer refresh painting (\$8k) & Yard Clean up (\$10k)
 - Clean out & move from old locations (\$20k)
 - Utilities (\$17k), \$9k being reviewed by Water Department
 - Trash \$8k
 - Maintenance and Building supplies \$4k
- **Building Rental above budget by (\$94k)**
 - Rent expense for one more month at the Beech locations (\$27k)
 - Leasehold restoration fee (\$100k)
 - Trailer rental \$2k
 - Depreciation \$31k

	Budget Stud'ts	Actual Stud'ts	Budget Rate	Actual Rate
Regular Education	448	458	\$10,836	\$10,788
Special Education	98	88	\$30,442	\$30,305
Total	546	546		

Approval of the Financial Report for the School Year Ending June 30, 2021

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report for the fiscal year ending 2021 presented by Leigh Ann Bonck of OmniVest. David Gruber motioned to approve, seconded by Marvin Lenetsky.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion	Yes	Dr. DeShields
David Gruber	Motion to Approve	Yes	Dr. Allen
Marvin Lenetsky	2 nd Motion	Yes	Felecia Parker-Cox
Karen Trawick		Yes	
Dr, Mary Floyd		Yes	

Principal's Report

Health and Safety Plan

We had a great start to the new year; however, we have had occurrences of COVID-19 in our school. To date, we have had three students test positive and zero adults. We closed two classrooms because of exposure. The classrooms were closed for five days or fourteen days depending on exposure. The first grade classroom, all of the test returned negative, and they were able to return after one week. The second classroom was a kindergarten class where one student tested positive, however, he had been out for three days when his mother called to inform us, he was positive. The entire K class was tested and sent home with remote learning, and we are waiting for the results.

Return to School Update

Return to school is going smoothly. Students are return to the classrooms. Enrollment currently is at 560. Some K students did not show up. The seventy-seven students we had enrolled as of August, however, when schools open parents opt to send their child elsewhere. Staff is continuing to establish our culture and climate. We are finishing iReady testing this week, then we will start our small group instruction. Friday is a full PD date where we will be analyzing data and setting up our small groups. We are working with fidelity to meet students where they are. IReady testing went smoothly. We have all students tested and by Friday we will have all our small groups created, therefore, by Monday we are able to start small group instruction and meet students where they're at.

School bus transportation is problematic at this point. are having difficulty hire drivers. No one is applying for bus driver positions. This is problem nationwide. The school district is offering \$300.00 per child if the parents will transport their children themselves. Parents are finding alternatives to get their children to school. It has not particularly affected attendance, however, quite a few students are tardy.

Preliminary iReady Update

iReady testing started last week and will be finished on Wednesday. The team is doing a fantastic job of making sure all our students are tested. As we expected, scores are low considering our students have been out of the building. We will be using the data to create small groups. We have two interventionist that will be assisting with the small groups.

Environmental and Cleaning Update

Keep the new building cleaned and sanitized takes a massive amount of work. There is not enough time in the evening to get each classroom, office halls, and bathrooms cleaned and sanitized. In the k-5 building, we need more environment cleaners to maintain the building to meet the standards. This is something that needs to be discussed while we are looking for a permanent environmental team. The need is greater than what was projected. Ms. Scott will get three quotes for a potential environmental Service for the school.

Tech & Power School Update

Power School is ready. We will be training in Power School for the next half of the year. Information will be sent home to parents so that they can register. This will be one of our sources of communication with our parents. It will be the system that OmniVest will use to pull reports. Parents will have a platform where they can send messages, check students grades and communicate with teachers. We are currently using Dojo which is a great program. Most of our parents are registered on Dojo. S

Website

We have cleaned some this up on the website, and have several meetings scheduled in the next couple of weeks to get quotes for updating the website. We have been working to remove some of the old content. Some content has been there since 2015. We will be updating with all of the information that pertinent for this year.

Chrome books

All chrome books are in Asset Tiger, and we are in the process of distributing them to all our students. Each student will have use of one. If the district decides to go remote, we will be ready for that. Things are going well in technology.

EXECUTIVE SESSION:

Personnel Matter involving compensation for two employees

ADJOURNMENT: The meeting adjourned at 7:21p.m.

The next Board Meeting is scheduled for Tuesday, October 19, 2021, at 6:00pm

Respectfully Submitted

Crystal A. Sharper
Upper School Secretary

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

October 19, 2021

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:10p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. DeShields – Board Member
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member

REGRETS:

None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Secretary
Mrs. Tahiana Lamb – Academic Director (3-5)
Ms. Cheryl Tanksley – Social Worker
Mr. William Bazemore – Climate Director (K-8)
Ms. Emily Zhan - Counselor
Ms. Rhonda Washington – Parent/Community Liaison
Ms. Kaylin Womack – EXL Coordinator

VISITORS:

Ms. Leigh Ann Bonck – OmniVest
Amir - Parent
Croggon - Parent
Jasmine Stover – Parent
Shayna Young - Parent
Shakina Thomas – Parent Advisory Board President (PAB)

Public Comment: - Shakina Thomas - PAB President

PAB Fundraiser is currently taking place. AFPCS sweatshirts for staff are on sale. The sales are going well so far. PAB partnered with Ms. Washington to develop an order form with all necessary order information. We are also working on recruiting volunteers to assist with making sure the students have a safe and orderly dismissal.

18th and Cecil B. Moore is proven to be a very hectic corridor; therefore, PAB have had several meetings with the CEO, Principal and Climate to discuss way in which PAB can assist with dismissal to assure the safety of the students. PAB is also in the process of trying to build the strength of PAB by getting more parents involved. There are a lot of new parents that are unaware

of PAB, therefore, we are trying to recruit as many parents as possible. The Board of Trustees will be making donations for the sweatshirts.

Ms. Young, parent posed a question regarding the 8th grade process of applying for high school. Is there anything in place? Mr. Cameron explained that the process will begin the end of this week. He is working closely with Ms. Tanksley, our Social Worker creating a calendar around capacity. We have an outside consultant working to do the eight-grade process, and Mr. Cameron will be holding several parent meetings to reveal how the process is going to look. The consultant has 15 years of experience, and will be meeting individually with students, helping with essays and we will support the deadline they have to meet in November.

Community Liaison Event – Ms. Washington

We will be hosting our first Parent Happy Hour on November 5, 2021, 4:30pm - 6:45pm. The Board of Trustees will be receiving the information via email. It is family oriented, and parent focused. It will be held in the Elementary cafeteria. It is a time to socialize and fellowship welcoming the parents back to Alliance and share details in a created way so that they can understand that they are more a “stakeholder” than just a parent that send you child to Alliance. We are also focused on branching out, asking other parents to join PAB to support the school.

Approval of Minutes: September 21, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on September 21,2021. Marvin Lenetsky moved to approve the minutes; Dr. Palmer seconded the motion.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. DeShields	Abstained
Marvin Lenetsky	Motion to Approve	Yes	David Gruber	Yes
Dr. Palmer	2 nd Motion	Yes	Mrs. Felecia Parker-Cox	Yes
Karen Trawick		Yes		
Dr. Allen		Yes		

Old Business

- Status of Washer/Dryer – The space originally designed for the washer and dryer is currently being used for a EXL classroom. Ms. Tanksley, school’s Social Worker, oversees the McKinney Vento Project at our school, was able to contact Dr. Quarrels, Regional Coordinator at the School District who oversees all the McKinney Vento who states that it is not a requirement to have a washer and dryer. It’s not that we don’t have one, it is just spacing we are concerned with.
- Phone Situation at the school - We have moved on to a new company, Belmarva, who is familiar with our structure. They have done some work but need to complete the work. We still have problems. Mr. Porter has been resetting them, but we still go back to having the same problems a before. We are hoping to have it all firmed up by the end of this week.

- Lawyer – Are we still looking into this? The topic was discussed back in July 2021. Ms. Scott will research potential candidates, choose at least three and send their qualifications to the Trustees for review.

New Business

- Clearances – All employee files have been reviewed for clearance renewals. A spreadsheet has been created to keep track of when clearances are due. Ms. Brown send out reminders to each employee of their due date with instructions on how to go about getting them done. As well, all contractors working in the building must have clearances.

Academic Leader Reports

Principal K-8/Coaching 6-8 – Brian Cameron

iReady – A collection of vigorous reading and mathematics instructional resources that are designed to address every student learning needs, accelerate growth, and enable all students to access grade level learning. Every student was tested.

- **READING** - The 6-8 data looks very similar to the 3-5 data. We do have our work cut out for us.
- **MATH** -

Academic Director K-2 – Jennifer Thomas

- **READING** - Kindergarten – most students are one grade level below, which is not unusual especially because of COVID, a lot of children who would have attended pre-k was unable to attend because parents opted out. 1st & 2nd Reading data – We do have children who are below. This too can be contributed to COVID, and the fact that we were virtual.
- **MATH** – We can expect the math data to be a little lower. Kindergarten, we are one grade level below, none in the green which means we don't have no children right now on grade level or above grade level. 1st and 2nd grade, we do have some students in the green. We don have interventionist working with them.

Academic Director 3-5 - Tihana Lamb

- **READING** - We had a lot of great conversation during our Professional Development around this data. intervention team that has been working vigorously to plan around small group instruction. There are quite a few students who are two levels below in reading, however, we do have students who were able to retain their grade levels.
- **MATH** – Again, we have our work cut out for us, in terms of pushing the students. We do have things in place.

We have a great curriculum at Alliance. We have Wit and Wisdom and Urika which is attacking students' needs at their grade levels. Exposure to grade level is necessary, so students can see where they need to get to. What this data tells us, is what the students are struggling with. iready creates a path for students allowing teachers to meet them with specific skills they struggle with in addition to small group with fidelity in the classroom during the WIN (What I Need) period. The next testing cycle will be December 1, 2021 – December 10, 2021. Then again in February. PSSA testing will be held, April 25, 2022 – May 13, 2022.

EXL Director Coordinator K-8 – Kaylin Womack

The state mandated this school year, that the first 90 days should be dedicated to make sure that the students who had IEP goals from the COVID school year are be baselined. If those students are not where they were academically in March of 2020, on those goals, then we must reteach the schools, and provide services to make we are addressing those skills. We did start that process and is now ending our 30 days. Parents received notification if their student qualified.

Climate K-8 – William Bazemore

Academically and climate wise, it has been a struggle. Students are returning after a pandemic and virtual leaning.

Climate is in the classrooms supporting. We are also supporting the parents who are reaching out for help. We will be supporting that achievement gap, assisting in anyway that we can. The students are adjusting to being in the building. Sports is also in the process of returning to school, however, it is taking some time so that we can be sure we are meeting all the guidelines.

CEO REPORT

Health and Safety Plan

Quarantine ended October 11, 2021. Students returned with negative results. We had three positive COVID cases. Two of which were exposures during the quarantine. Since our return, we had only one positive result. We met with the Philadelphia Department of Health. They are supporting schools at this point, offering any type of assistance that they can. Our nurse is doing a great job of communication with them on a weekly basis. She also has standard information she must send to that group on a weekly basis, and she has been on top of it all. The next COVID testing cycle for testing is scheduled for

November 1st - 5th. After thanksgiving, staff must return with a negative test result. Parents are concerned that we are testing too much, some feel we are not testing enough. This is a decision for the Trustees. A Survey will be presented to the parents and staff to get an idea of how often or less often the COVID test should be given.

Environmental and Cleaning Update

We have a team of individuals working at the school. We have not signed an official contract with them. They are working monthly. We are currently looking at three proposals and will share them with the Trustees. The current company is open to hearing concerns, but they are having difficulty staffing people who can work within our schools.

Environment

A student turned on one of the water mains on the second floor. This was an emergency which flooded a couple of classrooms, stairwells, and hallways. The male staff was able to clean the areas. The fire department came out to make sure everything was safe. We are ordering covers for the valves because they are at student levels.

The Expansion Grant

After our evaluation and review, it was discovered that we were missing two policies, the School Closing Policy, and the Retention Policy. Those policies have been created, and we are waiting for the Board to approve them. The Trustees will review the policies and decide by next week.

Tech & Power School Update

We had 339 devices that were distributed to students. Out of that 339, 177 were returned. Our goal is to get the devices back into the school and prepare them for remote learning if necessary. When students take a chrome books home, the entire cart must be taken apart for them to take the

power cord. If we purchase 600 additional power cords, that carts can be left intact. The cost of the 600 cords will be approximately \$18,000.00. Ms. Scott will send the estimates to the Trustees for review.

Power School is ready. We will be training in Power School for the next half of the year. Information will be sent home to parents so that they can register. This will be one of our sources of communication with our parents. It will be the system that OmniVest will use to pull reports. Parents will have a platform where they can send messages, check students grades and communicate with teachers. We are currently using Dojo which is a great program. Most of our parents are registered on Dojo. S

Website

We have updated some pictures and some content. The entire website has not been updated. We are in the process of meeting with designers to place more content.

Upcoming Events

- Meet and Greet for Parents
- Harvest Fest for Students
- Picture Day – K ad 8th grade students will be taking pictures in Cap and Gowns.

EXECUTIVE SESSION:

ADJOURNMENT: The meeting adjourned at 8:20p.m.

The next Board Meeting is scheduled for Tuesday, November 17, 2021, at 6:00pm

Respectfully Submitted

Crystal A. Sharper
Attendance Administrator/Transportation Coordinator

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

November 16, 2021

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:10p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member

REGRETS:

Dr. DeShields – Board Member

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Secretary
Mrs. Tahiana Lamb – Academic Director (3-5)
Ms. Cheryl Tanksley – Social Worker
Mr. William Bazemore – Climate Director (K-8)
Ms. Emily Zhan - Counselor
Ms. Rhonda Washington – Parent/Community Liaison
Ms. Kaylin Womack – EXL Coordinator

VISITORS:

Ms. Leigh Ann Bonck – OmniVest
Mr. Croggon - OmniVest
Amir - Parent
Shakina Thomas – Parent Advisory Board President (PAB)

Public Comment:

There was meeting with a few parents on Zoom and in house.

- Parents have a few concerns, one being the parent portal and Dojo access. Some aren't currently able to get on. They were advised to contact their child's teacher.
- Parents are also concerned that their children are given devices with no name on them, and they don't want to be responsible for that device if it is not assigned to their child.
- Parents are asking if this can be monitored more closely. Mrs. Lamb explained that the computers are assigned to each child by the 4-digit number

on the back of the computer, and that number is logged into our system. This information will be communicated to the parents.

- Parents are asking for a better understanding of the new grading procedures. Mrs. Lamb and Ms. Washington partnering to set up another session to get more parents involved.
- Dojo – Only allows for a weeks’ worth of history. Parents are concerned that they are unable to look further back for information. It was explained that going on Dojo on a desktop or laptop, they will be able to go further back to obtain more history. The phone is limited.
- When will the concession line ropes be purchased? Mrs. Scott will look at the quotes and proceed from there.
- Expression of thanks to Mr. Gruber for his donation for the students to purchase the AFPCS T-shirts.

Community Liaison Event – Harvest Fest was open to all. Forty parents RSVP via text and email, however, ten showed. It was a great opportunity to hear them express their concerns, how they like Alliance, and what they are concerned about. As far as our curriculum, they are excited. They expressed their feelings about the current COVID quarantines because they appreciate that the students are back in school. A highlight compliment to Mr. Cameron. Parents expressed that it is a pleasure to have him on the ground and student based as we are pulling through such challenges.

Approval of Minutes: October 19, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on October 19, 2021. Felica Parker-Cox moved to approve the minutes; Karen Trawick seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. Mary Floyd	Yes
Felica Parker-Cox	Motion to Approve	Yes	David Gruber	Yes
Karen Trawick	2 nd Motion	Yes	James Caldwell	Yes
Dr. Allen		Yes		
Marvin Lenetsky		Yes		

Old Business

- Academic Committee Meeting - The meeting went well. There were 500 backpacks donated to the school. Testing and interventions were discussed.
- Teachers are doing well, working diligently to get grades into Power School. They have expressed some frustration with onboarding of Power School. PLC time was used to offer some training to the teachers of how to put grades in gradebook, which

alleviated some of that stress. They were experiencing some anxiety being so close to report cards. They did communicate the stress they were feeling around that and how to communicate progress reports and report card based on standard base grading.

- Leaders are doing well. It's a unique and challenging year in many ways around a lot of different issues. COVID, staffing and bus issues have been challenging, but it's a challenge we're taking on and really focusing on maintaining a positive culture in our school. We have been focusing on providing targeted developing professional development for staff to make it feel like they are, and their opinions are valued. As a school, as leadership and teachers as well we are doing well, all things considered.
- Students in reference to the murder that took place overnight. There was little discussion on the ground about it today, however, none of the students were related to the individual. The incident happened at 2:30am. The operation of the school was not affected. Be mindful of changes in behavior or mannerisms of the students, they made need counseling give the amount of violence that is taking place in the city.
- Nurse: It was noted that the nurse looks "tired." The nurse is tired. The nursing assistant was made fulltime as of Monday. If a student test positive for COVID, the nurse must test the entire class. The nurse also has State responsibilities that she must adhere to. She has also been working through challenges of her own health throughout the course of the past couple of years. It's been really exhausting for her and her assistant. We are going to use one of our Administrative Assistance in one of our front offices to make calls if we must either close for COVID or if we need information. We are also looking for another nursing assistant because this situation is massive.
- Inventory on Computer: There were some computers that were broken, and we could not repair. They have either be thrown away or donated. The computers that have been destroyed should be written off. All our devices are in Asset Tiger, and it has been updated. We don't have individual insurance for the computers. We do have a policy that we shared with families last year. They will be charged a set amount if the computer is no longer working. There should be a policy in place, that the Board understands, and the parents understand, sign off on it.
- Phone Situation at the school – The system has not been completely repaired. The quote for the repairs is approximately twelve to fifteen hundred dollars. It will go into a remote system. What we're waiting to hear from Delmarva is whether this quote includes updating the console voice mail in the office and setting the voice mails throughout the school. It looks like that can be done next week while we are on break.

Approval of the Financial Report ending: November 16, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the Financial Report ending November 2021, presented by Ian Croggan of OmniVest. David Gruber moved to approve the Financial Report, Felica Parker Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. Mary Floyd	Yes
David Gruber	Motion to Approve	Yes	Karen Trawick	Yes
Felica Parker Cox	2 nd Motion	Yes	James Caldwell	Yes
Dr. Allen		Yes		
Marvin Lenetsky		Yes		

Rental Reimbursement – Leigh Ann Bonck,

Form 4-19 is the Annual Rental Reimbursement request. This is “free money,” that is written into Charter School law, that if a school pay rent on their building, they can file for a reimbursement or partial reimbursement. The school has done this every year. It is requesting reimbursement for the rent paid on both the 1800 building and the 1700 building. The estimated rental reimbursement is approximately \$79,000. That is based on paying approximately \$742,000 in rent.

Approval of Form 4-19 Rental Reimbursement

Upon motion duly moved, seconded, and unanimously carried, the Board approved the Form 4-19, the annual Rental Reimbursement request, presented by Leigh Ann Bonck of OmniVest. David Gruber moved to approve the Financial Report, Felica Parker Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. Mary Floyd	Yes
David Gruber	Motion to Approve	Yes	Karen Trawick	Yes
Felica Parker Cox	2 nd Motion	Yes	James Caldwell	Yes
Dr. Allen		Yes		
Marvin Lenetsky		Yes		

Health Insurance Renewal

January 1, 2022, the renewal of Health Insurance. The school has been with Keystone for many years. BMC worked with Keystone and was able to negotiate 5%, which is budgeted. This is conformation that the Renewal was discussed among the Board, and the price has been negotiated. The board will move forward with this information. If verbal consent is made, they will accept and release the formal renewal to BMC. The formal approval will be made in December.

Approval of the Health Insurance Renewal

Upon motion duly moved, seconded, and unanimously carried, the Board approved to give “verbal consent” to move forward with the negotiated 5% Health Insurance renewal. Marvin Lenetsky moved to give verbal consent. Karen Trawick seconded the motion. Motion carried. The official approval of the renewal will be made at the December Board Meeting.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion		Dr. Mary Floyd	Yes
David Gruber	Motion to Approve	Yes	Karen Trawick	Yes
Felica Parker Cox	2 nd Motion	Yes	James Caldwell	Yes
Dr. Allen		Yes		

Marvin Lenetsky	Yes		
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Academic Leader Reports

Academic Director 3-5 - Tihana Lamb

- **BENCHMARK ASSESSMENTS** – Benchmark assessments have started with grades three, four, seven and eight. There are supports in place, making sure 7th and 8th grade teachers have been facilitating Study Island assessments. The Paraprofessional have been supporting in grades 3-5. They are supporting small group instruction during WIN periods, making sure students are on I-ready and collecting I-ready data. We have Ms. Conover who is our interventionist for reading. We are still and interviewing for an intervention person for Math. Ms. Conover is doing a wonderful job in pulling student and pulling students and using data to support the small group instruction. We are approaching social studies benchmarks which will still take place if the students are virtual. They will still have access to Study Island.

Principal K-8/Coaching 6-8 – Brian Cameron

Leaders are always on the floor. Spending time in the classrooms coaching and responding to what is observed afterwards. Coaching cycles are ongoing. Coaching is based on teachers' weak areas. Mr. Bazemore and the academic team have been working together around strand 1 which is more classroom environment and procedures. Some the teachers who have been here a little longer are in strand 2 working more on academics.

- **READING** - IReady initial data. We are making progress since then the data was initially reported. Looking at last week's data, for reading across the whole school, 74% of the students are passing their lessons. If they are meeting 74% of their lessons, this is indicating, meeting them where they are is proving efficient.
- **MATH** – Math is even better. 87% of the lessons in math are being passed 87% of the students are on grade level, and 87% are passing the math assignments on their level.

Purchasing a Van – There are several reasons a van is needed; the number one reason would be the shortage of school bus drivers due to COVID related issues. The board is asking Ms. Scott look into the possibility of purchasing a van, and what it will entail.

EXL Director Coordinator K-8 – Kaylin Womack

The state mandated this school year, that anyone who had 2019-20 IEP goals we had to provide what they call COVID services for those students where they were academically in March of 2020, when the school had a mandatory shutdown to make sure they hadn't regressed in those skills, and if they did we had to make sure we re-taught the skills, then and provide services to make we are addressing those skills. We did start that process and is now ending our 30 days. Parents received notification if their student qualified. This could also apply to any related services, such as speech, OT, counseling, and behavioral goals. We were given 90 days to accomplish this. The 90 days will end on Friday. As of Friday, we will have approximately 66 out a little over 70 students who were able to complete the recoupment services and will not need additional COVID compensatory services. We only have 6 students who will need COVID compensatory services, and we plan to start in January. Starting an after school or summer program have been discussed

to provide those services if needed. We have 94 students who are receiving special education services, seven students who are currently being evaluated. Our 7th grade math students received writing support with Ms. Mclaughlin were #1 in the city of Philadelphia, using the Sum jog math online services. They received a pizza party and had a bulletin board dedicated to them.

Climate K-8 – William Bazemore

- PBIS at Alliance – We have established and created a positive learning environment at Alliance. Students have been out of school for months running, we got them to walk. They are doing well, however, there were some challenges and frustrations. But we persevered and pulled through. We implemented Dojo which give facts and helps with classroom management. We have incentives not only for students, but also for teachers. We realize we must keep the motivation level of the teachers high.
- Athletic Teams Alliance – Will be starting November 29, 2021, with wrestling. After wrestling, we will begin varsity basketball. In the spring, we will have track. We are hoping to make the Penn Relays. We have attended competitively every year.
- Climate Dashboard Solutions

Academically and climate wise, it has been a struggle. Students are returning after a pandemic and virtual leaning.

Climate is in the classrooms supporting. We are also supporting the parents who are reaching out for help. We will be supporting that achievement gap, assisting in any way that we can. The students are adjusting to being in the building. Sports is also in the process of returning to school, however, it is taking some time so that we can be sure we are meeting all the guidelines.

Health and Safety Plan

The COVID survey was conducted to find out if parents wanted us to test our students more than once per month. There were 92 parents who responded. Most have agreed with bi-weekly testing or monthly testing. We thought would have more parents agree to pool testing. This is where you test a pool of students each week just to discern if there are any COVID positives in a pool, then you would test a larger pool. They were not interested in pool testing. Most were interested in bi-weekly, and monthly testing. Bi-weekly seems to be the consensus. If we test bi-weekly, another nurse or two may need to be hired, because this is a massive task to take on. Nurse Stacey will need more help. Every parent had the opportunity to fill out the survey on Dojo platform. We will continue to test monthly and check on out-sourcing.

The Comprehensive Plan was placed on the website for 28 days. It is a state required comprehensive plan for our school. The Board must vote on the plan and complete the Board Affirmation Statement. The number of (yes and no’s must be documented).

Comprehensive Plan/Affirmation Statement				
Larry Griffin	Initiated Motion	Yes	Dr. Mary Floyd	Yes
David Gruber	Motion to Approve	Yes	Karen Trawick	Yes
Felica Parker Cox	2 nd Motion	Yes	James Caldwell	Yes
Dr. Allen		No		
Marvin Lenetsky		Yes		
Vote:	Yes - 7		No - 1	

Environmental and Cleaning Update

TNT Cleaning Company, we are ready to move forward with them on the 29th. The comments were sent to the Company.

Tech & Power School Update

A very detailed email was sent to the representative of Power School to basically ask, are they going to get us sent up? We have been dealing with error issues for the past three months, in terms of getting out registration information out to our parents. This needs to be done so that the parents can register and sign on to see grades and other necessary academic information. We were able to get our grade books up and running. It been a slow and arduous process with Power School.

Website

The Kimmel Group have given an offer to upgrade and develop our website. It will be a website in motion. It is a very interactive website. They sent a proposal for \$14,400.00, drastically lower than any other developer we might encounter. Ms. Scott will send all members of the board samples of the website to get a consensus to move forward.

Enrollment: Currently at 571. We have exhausted the kindergarten wait list. The application process for 21-22 is in progress.

EXECUTIVE SESSION:

ADJOURNMENT: The meeting adjourned at 8:30 p.m.

The next Board Meeting is scheduled for Tuesday, December 21, 2021, at 6:00pm

Respectfully Submitted
Crystal A. Sharper

12.21.21
Board Meeting
Cancelled

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

January 18, 2022

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:12p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member
Dr. DeShields – Board Member

REGRETS:

None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Secretary
Mrs. Tahiana Lamb – Academic Director (3-5)
Ms. Cheryl Tanksley – Social Worker
Mr. William Bazemore – Climate Director (K-8)
Ms. Rhonda Washington – Parent/Community Liaison
Ms. Kaylin Womack – EXL Coordinator
Dr. Schwartz – Assistant Climate Director
Ms. Pomeranz

VISITORS:

Ms. Leigh Ann Bonck – OmniVest
Mr. Croggon - OmniVest
Shakina Thomas

Public Comment:

No Public Comment

Old Business

- Phone Situation at the school:

The system has not been repaired. Mr. Porter has been resetting them and doing as much as he can. We are looking to get 2-3 proposals for new phones (not refurbished). We still

have a problem with an outstanding invoice with CTI related to the phones and the amount of money that we are about to pay to get new phones. Do we have grounds to seek legal counsel? They have been contacted on several occasions to repair the phones. The make a couple of attempts in the fall, and the repairs were not made. Eventually he stopped sending his representative. A copy of the phone contracts/proposals needs to be sent to the attorney for review.

- COVID-19 Testing:

All the staff and students were tested last week, and the results are back. There were 20-25 students test positive and three adults. We are back in person today and have taken in all students who have negative test results. Everyone had the opportunity to test last week. This time around, the parents had to sign a consent form. Some did, and some did not. There are students who are still out needing to be tested.

Ms. Tanksley will post on Dojo and Remind informing the parents of the free government issues COVID test.

- Fourth Floor:

There is no Architect, however, we do have floor plans, however, it needs to be determined what classroom space is required. Not sure if Mandrel is interested in submitting a bid. The plan is to have grades K-5, three classes each housed in 1722, grades 6-8 housed in 1821. This project should not take no more than a couple of months. Renting a storage space can house the items that are currently being stored on the fourth floor.

Approval of Minutes: November 16, 2021

Upon motion duly moved, seconded, and carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on November 16, 2021. Felica Parker-Cox moved to approve the minutes; Marvin Lenetsky seconded the motion. Motion carried, with one abstention.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. DeShields	Abstained
Felica Parker-Cox	Motion to Approve	Yes	David Gruber	Yes
Marvin Lenetsky	2 nd Motion	Yes	James Caldwell	Yes
Karen Trawick		Yes	Felecia Parker-Cox	Yes

Approval of Minutes: December 22, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on December 22, 2021. David Gruber moved to approve the minutes; Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. DeShields	Yes
David Gruber	Motion to Approve	Yes	Karen Trawick	Yes
Felecia Parker Cox	2 nd Motion	Yes	James Caldwell	Yes
Dr. Allen		Yes	Felecia Parker-Cox	Yes

Approval of the Financial Report ending: November 16, 2021

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report ending November 2021, presented Leigh Ann Kelly of OmniVest. Marvin Lenetsky moved to approve the Financial Report, Dr, DeShields seconded the motion. Motion carried, with two abstentions, Dr. Allen, and David Gruber.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion	Yes	Karen Trawick
Marvin Lenetsky	Motion to Approve	Yes	James Caldwell
Dr. DeShields	2 nd Motion	Yes	Felecia Parker-Cox
Dr. Allen		Abstained	
David Gruber		Abstained	

Approval of the Financial Report ending: December 22, 2021

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report ending December 22, 2021, presented Leigh Ann Kelly of OmniVest. Marvin Lenetsky moved to approve the Financial Report. Dr, DeShields seconded the motion. Motion carried, with two abstentions, Dr. Allen, and David Gruber.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion	Yes	Karen Trawick
Marvin Lenetsky	Motion to Approve	Yes	James Caldwell
Dr. DeShields	2 nd Motion	Yes	Felecia Parker Cox
Dr. Allen		Abstained	
David Gruber		Abstained	

Academic Leader Reports - Academic Director K-5 – Mrs. Lamb

We have made growth in students moving from basic to proficient. We also had students advance from proficient to advance. Academically, although students have been on quarantine, and teachers have been supplementing work with iReady data. Parents were somewhat concerned that students wouldn't be in the classroom, however, teachers have been utilizing Dojo and emails providing support, and helps based on the work they supplemented. New initiative and protocols around supporting students who were on quarantine around virtual lessons. An area we can improve is 2nd grade ELA. There is a strong team of teachers supporting to increase those scores. There were gains in 3rd and 4th grade in addition to getting a new teacher. Fifth grade has shown gains as well going from proficient to advance. There has also been growth. We are working closely with the 4th grade math teacher who has been place with Ms. Pomerantz for overall support with aligning standards, lesson planning, making sure they are modifying their work. Partnering with both Ms. Pomerantz for the overall instructional practice and Ms. Womack for the EXL demographic, hopefully we do see some gains moving forward. Percentages for both ELA and Math will be changed to numbers. Next iReady testing – March and the PSSA - April

Principal K-8/Coaching 6-8 – Brian Cameron

The iReady reports will be distributed to the Board once the percentage are changed to numbers. We are building a culture at Alliance where the students are comfortable talking about where they need to go with what they are working on (the skill). Interventionist are using iReady data to drive their lessons. The teachers are making intentional plans based on student groupings

that they need certain skills. We are beginning our midyear evaluations and looking for actual tangible base data as we go into the classroom. Please refer to the dashboard for 6-8 ELA and MATH data. Teachers are building around skills, meeting students where they are. Tier groups, intervention groups, and iReady are being utilized to support student in moving from basic to proficient to advance.

Coaching:

Midyear evaluations have started today. Using the information, we receive back from the observations; we will set up our coaching plan. The academic team is looking at strand 2 and strand 3 data from the classroom observations and it will be used to drive coaching moving into the Spring.

Purchasing a Van – There are several reasons a van is needed; the number one reason would be the shortage of school bus drivers due to COVID related issues. The board is asking Ms. Scott look into the possibility of purchasing a van, and what it will entail.

EXL Coordinator K-8 – Kaylin Womack

Currently there are 97 students that have been identified. We have 11 students that are currently under review, and there are 7 students who we are looking to place in other schools based on the needs that they have.

Midyear Assessments started Thursday of last week, January 13, 2021. We started our midyear benchmarks for EXL programs that we're using. The goal is to have everyone tested by Friday. Once all of the tests are completed the results will be shared at the February Board meeting.

Curriculum and Scheduled Training: We discovered great resources such as touch math K-6, Just Words, and other different programs that we can use. We hoping to find teachers in our school first who can train EXL teachers on using those resources. We have a touch math training scheduled for our next full PD and are in the process of scheduling two more for Just Words and Sorted Success.

Collaboration with the GenEd and EXL Team; We have been brainstorming better ways in order to support both teams to make sure when students are in their GenEd classes they are getting what they need. Using the iReady data we decided that we will start implementing weekly to bi-weekly grade band meetings so we can focus on how to use the Mind Path instruction and how to break it down for students.

Climate K-8 – William Bazemore

- Academics and Climate go hand in hand. The ongoing training that we for Strand I is to keep the students on task, making sure the teachers go through the teacher action steps 1.1 to 1.13. Making sure the teachers know who has IEPs, and 504 behavior plans so that the room can be set up the right way.
- Keeping the students engaged and keep them on task throughout the lesson.
- Celebrate positive behaviors and academics with PBIS parties.
- The next cycle of testing will show more growth.
- There were no suspensions, detentions, or major infractions during this period.

Dr. Allen shared:

- Monday January 24, 2022, at 5:30pm, there will be a Workshop “In the Moment” the effect of the pandemic on children’s education, social and emotional development, and teacher moral. The link will be sent to Ms. Scott.

- January 26,2022 there is a workshop on racism and violence, a round table discussion covering programs that people have in place to address some of the violence. Dr. Allen will be moderating a panel.
- Mr., Griffin suggested a day trip for the students just to get away for a day to enjoy themselves and take their minds off of the violence and the pandemic.

CEO Report:

- Introduction of Ms. Pomeranz, K-5 Instructional Coach - New Hire.
- Criminal Background check are done every 2-3years. Asking Board to pay for the background checks for all employees. PA Criminal Background check is \$22.00, Child Abuse is \$13.00, and the FBI fingerprint is \$23,85 for a total of \$58.85 per person. This expense will not all happen at one time. It will happen intermittently when they are due.

Approval to pay for all Background Clearances for an Employees of three years or more.

Upon motion duly moved, seconded, and unanimously carried, the Board approved, to pay for the renewal of background clearances for employees of three years or more. Karen Trawick motioned, Dr, DeShields seconded the motion. Motion carried, with one abstention, Felecia Parker-Cox

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Karen Trawick	Motion to Approve	Yes	James Caldwell	Yes
Dr. DeShields	2 nd Motion	Yes	Felecia Parker-Cox	Abstained
Dr. Allen		Yes		
David Gruber		Yes		

Statement of Financial Interest

The forms will be uploaded into Epi Center. We would like to get a head start in uploading them for 20-22. The blank forms were sent to all Board members by email, including a ten plate on how to complete it. The form needs to be completed by the next board meeting February 11, 2022.

Emergency Instructional Plan

The plan was submitted to PDE, and the State approval was emailed to the Board. If we change our schedules, we will have to update the plan. In the meantime, we have flexibility to do what we need to do as a school. In this climate of COVID where things are constantly changing, we what to make sure we are compliant with meeting our 180 day or 900–950-hour requirement for our school.

Technology Update

All the students have devices, which they took home during the break, and returned once we returned. We are in the process of purchasing padded cases for the devices to be transported securely. We are also training parents on the system that we use which is Microsoft Teams. We are trying to transition our family from using Zoom as a platform for instruction to using our Teams

platform. With Teams the teachers can assign lessons, students can submit assignments. It's a cohesive network where you can use many apps to support the learning in the virtual setting. We are not ready to make that transition fully in our K-3 program because we still need to train our families on how to use that system.

Website: Continuing to work with the person who is going to change and update the website. We will be beginning the process this month.

Power School is coming along well. We are in the process of sending the Intent to Return forms to families. Our lottery is next month, and we will need to have that information to inform our lottery. Our lottery is through Apply Philly Charter.

Safety Update

Students were virtual for the first two weeks of school. They returned today in class. Approximately 350 students returned. Last week we tested approximately 400, and we had 20-25 students test positive, but we had to take into consideration siblings. Therefore, we have more than 20-25 students out of school. We are still waiting for test results to come in, we are still supporting families with testing. Our company required our families to complete a consent form, and that was a process that we had to work through that started during the winter break.

Environmental and Cleaning Update

Grateful for the cleaning team. They are working hard over the break. Mr. Kama is managing them. Supporting Mr. Hylton, who is our Facility Manager. They are working together to make sure we have the correct number of cleaning employees in each building, and they are on time, make sure everyone has clearances and they are meeting the obligations of the contract. While it has been going decently, it a challenge to make sure we are getting the things done that they have promised to do. It has also been a challenge to keep the staffing as required in the contract. We are keeping our options open.

Enrollment Update

We are at 569 enrollees as of January 13,2022. We have two starting in kindergarten, and a 3rd grade student starting. One has COVID and is unable to start this week. Enrollment will be 572 once they start. We have one parent who wants her student to go virtual until March and has had her doctor write a note. Therefore, we have our attorney looking into it. Another threatens to withdrawal her students if we did not provide a virtual option.

Staffing:

1st Grade Teacher resigned in January. We hired a 1st Grade Teacher, Ms. Young.

Ms. Sharper – Office Manager

Operations Manager – Not hiring. Will revisit

Mr. Kamau – Supporting Facilities

Academic Director Debra Case - K-2 will start 1.31.22

Instructional Coach – Ms. Pomeranz

EXECUTIVE SESSION:

ADJOURNMENT: The meeting adjourned at 8:30 p.m.

The next Board Meeting is scheduled for Tuesday, February 15, 2022, at 6:00pm

Respectfully Submitted, Crystal A. Sharper

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

February 15, 2022

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:15p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member
Dr. DeShields – Board Member

REGRETS:

None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Office Manager
Mrs. Tahiana Lamb – Academic Director (3-5)
Ms. Cheryl Tanksley – Social Worker
Mr. William Bazemore – Climate Director (K-8)
Ms. Rhonda Washington – Parent/Community Liaison
Ms. Kaylin Womack – EXL Coordinator
Ms. Debra Case – Academic Director (K-2)

VISITORS:

Ms. Leigh Ann Bonck – OmniVest
Mr. Croggon – OmniVest

PUBLIC COMMENT:

No Public Comment

Approval of Minutes: February 15, 2021

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on February 15, 2022. Felecia Parker-Cox moved to approve the minutes; Dr, Mary Floyd seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. DeShields	Yes
Felecia Parker-Cox	Motion to Approve	Yes	Marvin Lenetsky	Yes
Dr, Mary Floyd	2 nd Motion	Yes	James Caldwell	Yes
David Gruber		Yes	Dr. Allen	Yes

Old Business

Employee Suspension - Larry Griffin

Received word for the attorney. The employee is no longer employed by the school. The framework to negotiate a settlement. The insurance company sent their share of what the settlement would be. The agreement was forwarded to McKenna and Snyder, the school's attorneys for review. They made some small adjustments that had to be incorporated and sent to the attorney. The person is prepared to sign; however, the Alliance Board need a final vote at the Board meeting to approve the settlement.

Settlement Approval

Upon motion duly moved, seconded, and unanimously carried, the Board approved the Aforementioned Settlement at the Board meeting held on February 15, 2022. Dr. DeShields moved to approve the settlement; Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Dr. Mary Floyd	Yes
Dr. DeShields	Motion to Approve	Yes	Marvin Lenetsky	Yes
Felecia Parker-Cox	2 nd Motion	Yes	James Caldwell	Yes
David Gruber		Yes	Dr. Valerie Allen	Yes

Old Business

Lot at 1821 Cecil B. Moore– Larry Griffin

Engaged an attorney to help with the transfer of the lots along 19th street. Last Friday, a discussion was had regarding the process the school will have to go through to get the land. The process has changed because some incidents where Council representatives have transferred properties and sold properties to property developers and made money off them. The process is very tight now, therefore, we can get the lots by pay outright, market value, which is now worth \$450,000, or we can get it for a nominal price which means, they \$450,00, which they will record a mortgage from the property for \$450,000 for 30 years, which will be forgivable for every year that we own the property. If the school were to go out of business, and we had to sell the land, whatever remaining balance of the forgivable mortgage is, we will have to pay to the City of Philadelphia. The other condition is the land would have to be permanently used as a playground. Changes can be made in the agreement, by working it out with their attorneys. Dealing with the time process, it will have to go to the Zoning Board, Planning Commission and Council Committee, but the end goal is to have the resolution from City Council to be voted on
By June.

Lot at 1722 Cecil B. Moore – Larry Griffin

Women's Christian Alliance sold to a for profit developer for \$370,00. Women's Christian Alliance is no longer a Federally tax-exempt entity, and that land has been receiving tax exemption for the last few years. We are following the developers to submit what they plan to build there, and we will be contesting whatever it is they are planning. If this happens, Alliance will not have a play space for the K-5 school.

4th Floor at 1722 Cecil B. Moore – Larry Griffin

A walk-through of the 4th floor to frame out what the space is going to look like. The plan is to house 6 classrooms, 5th and 6th grade, a Cyber Library and office space. The cost will be investigated and will be sent to the board for review. What plans have been made for moving the items off the 4th floor? The changes must be made before the next school year. Right now, there is no space for additional classrooms. This process needs to be started as soon as possible.

Telephone Systems – Ms. Scott

The systems are being worked on; however, they are not completed. The quote for new telephones is approximately \$5700.00. They will be brand new phones, however, before purchasing phones, wiring and switch work must be completed. We are expecting to have the problem resolved by the end of the month.

Approval of the Financial Report ending: January 2021

Alliance had a net income above the budget. January did reflect the true-up information. At the end of January, the School District of Philadelphia took snapshot of the students and look back to see what adjustments may be necessary for changes that were not captured. That resulted in additional \$34,000 for the school. Which is a positive turn out for the school. The Finance Committee meet in January, and again last week to begin discussions regarding staffing and funding for next year. The school follows the Bond coverage as well as above standards with the Charter School office.

The Finance Committee is scheduled to meet, Thursday, February 24, 2022, at 6:00pm via zoom to discuss salaries. This meeting will include Ms. Scott and all the Board Members.

Introduction of Ms. Debra Case, new Academic Direction (K-2)

Academic Leader Reports - Academic Director (3-5) – Mrs. Lamb Formal Observations are taking place. We have been seeing highlights, and a lot of areas where teachers need additional training, growth, and coaching. Partnering with Ms. Case, Mr. Cameron and Ms. Scott ensuring that academic coaching is ongoing even after formal observations are complete. We are looking for an expected date for all formal observations to be in PAE to have them completed by February 28, 2022.

100 Day of School – The day was successful, with the children dressing as older adults.

Black History Month – We will be selecting our Black History Month door challenge. Teacher and students decorated their classroom doors with a black history theme. The doors will be judge by all staff through technology.

Black history Showcase – Scheduled for February 24, 2022. Music teacher, Mr. Byrd is working diligently with the students in both elementary and middle school. They will be present a song and will be recording so it can be presented to both parents and staff.

Parent Liaison – Ms. Washington.

The space and capacity have seen it's challenges especially through the Pandemic. Parent participation has been the lowest that Alliance ever had to record. With the support of Ms. Scott, we have been working diligently with the PAB restructuring. We lost our PAB President in the month of January. The restructuring has an opening to officer parents' platform meeting via zoom, also polling them to see what they can commit to and what they will be willing to volunteer for. Through that poll we were able to land twenty-eight responses. Therefore, with that twenty-eight, we are going white glove, and pull them in and see what activity we can finish the school year strong. Alliance does have additional things that are calendared. We are trying to see if we can host our annual Dads and Donuts in April, and in May, perhaps hosting something for the moms. We would like to finish the year off strong. Hopefully we will see an uptick in the upcoming school year. There are goals and plans in place. Mrs. Lamb has joined. We will have two meeting with the parents to help us with the three activities and fund-raising goal that we have for the year.

Ms. Tanksley: Social and Emotional Learning (SEL) Teachers have been utilizing this SEL program which was created by Castle. The Committee for Children came of with Second Step, who funnels the SEL program to Alliance. The name "Second Step" came from a program through a committee whose mission is, "how to keep children safe." They were working with children who were physically and sexually abused. They came up with the framework to help the children verbalize and talk about their abuse. The program was called "First Step," through first step, second step was developed. Research shows that the abuser lacks certain characteristics and competencies. The five core competencies are what makes them SEL, which are: self-awareness, social-awareness, self-management, relationship building and decision making. All are being taught to our K-8 students at Alliance. These are competencies that our students need to be successful in life. We are looking forward to more growth and support in this area.

Mr. Cameron – Principal

Attendance: Average daily attendance is 88% - 89%. We are calling parent daily when students are absent. This appears to be helping with attendance.

High School Selection and Acceptance: Tech Freire, Central, West Catholic, FLC, Boys Latin, Carver, Science/Music Academy. The range is wide, and are still coming in.

CEO Report: Statement of Financial Interest Forms were all received.

Phone Update: It's been ongoing. We are finding new problems. Mr. Porter is working with Delmarva, E rate, trying to get this taking care of. The phones, and the internet was shut down so that the problem could be worked on. As of Monday, we are still having glitches.

Health and Safety Plan: Has been updated. Need Board approval

Approval of the Updated Health and Safety Plan:

Upon motion duly moved, seconded, and unanimously carried, the Board approved the Updated Health and Safety Plan. Dr. Mary Floyd moved to approve the Updated Health and Safety Plan; Karen Trawick seconded the motion. Motion carried, with one abstention, Dr. Allen, and one Apposed, Dr. DeShields

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Dr. Mary Floyd	Motion to Approve	Yes	James Caldwell	Yes
Karen Trawick	2 nd Motion	Yes	Felecia Parker-Cox	Yes
Dr. Allen	Abstained		Dr. DeShields	Apposed
David Gruber		Yes		

Environmental and Cleaning: Continuing to work with current cleaning company. Met with them last month and created a sign-in system to sign in as an employee of the cleaning company. We discovered in January is that the contract with them requires them to have nine (9) individuals every day. We created a brad to show them that they were not providing nine employees during the month of January and let them know that we will not continue to pay them out the monthly service fee if they continue to have less employees than the contract states. Since that time, they have hired more employees, he is still struggling to keep 9 employees. In the meantime, Mr. Kamau have been looking into other cleaning companies. We are also considering the idea of hiring our own cleaning staff and have posted the position on Indeed.

Enrollment and Lottery Update: We are at 566. We have lost a couple of students, who returned the next week. We had a meeting with PSP, our midyear meeting with them and discovered that our retention rate even in the pandemic is 96% and they were very impressed with that number. Mentioning that other schools are not seeing numbers like that, and families are moving across the district, so we not only have the teacher problem, but we also have problems with parents not being satisfied with the fact that their children must come to school, and some parents are nervous about that. As a result, we had to do a 10 day drop for 2-3 of our students because they just would bring their student to school, which was after numerous calls and offers of support. There are a lot of factors that roll into enrollment especially in this COVID environment considering all things. We held our lottery on February 11, 2022. The lotter was through Apply Philly Charter. On our wait list we have 1100 students waiting get into our school.

Website: We did decide to move forward and had the first meeting with the Web designer. We also formed a committee that will be working on the website together. Another meeting has been scheduled to fill out a questionnaire. The project will take 6-8 weeks. Updates will be forwarded to the Board as it progresses.

Staffing Update: We have one person who is leaving at the end of the month. It is a SPED employee.

The Exit Interview that was being sent as an attachment, will now be sent to staff who exit electronically. It will go directly to the individual.

EXECUTIVE SESSION: Parent Concern/Employee Matter Concern/Exceptional Student

ADJOURNMENT: The meeting adjourned at 8:30 p.m.

The next Board Meeting is scheduled for Tuesday, March 15, 2022, at 6:00pm

Respectfully Submitted
Crystal A. Sharper

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

March 15, 2022

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:05p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Mr. David Gruber – Board Treasurer
Mr. Marvin Lenetsky – Board Member
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member
Dr. DeShields – Board Member

REGRETS:

None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Office Manager
Mrs. Tahiana Lamb – Academic Director (3-5)
Ms. Cheryl Tanksley – Social Worker
Ms. Itzel Soto – Middle School Secretary
Mr. William Bazemore – Climate Director (K-8)
Ms. Kaylin Womack – EXL Coordinator
Ms. Debra Case – Academic Director (K-2)

VISITORS:

Ms. Leigh Ann Bonck – OmniVest
Mr. Croggon – OmniVest
Ms. D. Coleman - Parent

PUBLIC COMMENT:

No Public Comment

Approval of Minutes: February 15, 2022

VOTE SUMMARY OF EACH MEMBER

Old Business

Telephone System:

The telephones have been repaired and are working. All new phones have been installed. Testing was conducted for two days, and there were no missed calls. There are a couple of extensions that still need updating, however, they will be repaired this week. All incoming calls come through the main console and are transferred to the appropriate extensions.

Bullying Incident: Mr. Griffin has drafted a letter and will send it out to the parent.

Lot at 1821 Cecil B. Moore– Larry Griffin

Securing the lots on 19th for the playground submitted the documents to the Landbank on 03.14.22. It is to go through a process, where it will go to the Planning Commission, Zoning Board, City Council Committee and finally, City Council must approve it. The plan was they submit the application and were looking to add the introduction to City Council for approval at their last June meeting.

Lot at 1722 Cecil B. Moore - The Lot behind the school at 1722 Cecil B. Moore Avenue with the blue Canopy was sold to a Real Estate Developer by Women’s Christian Alliance back in June, and we don’t know what they are planning to do with the property.

4th Floor at 1722 Cecil B. Moore – Larry Griffin

Bernard Savage (Architect) had a look at the fourth floor to give direction as to what can be constructed up there. We are looking at, at least six classrooms. It is questionable about putting sixth grade on that floor. We are considering installing two double trailers in the yard at the 1821 building instead of two single trailers.

Cleaning Contract:

We are still searching for permanent contractors. We had the latest cleaning company leave us on Thursday, and we have a different cleaning company this week. We have interviewed four to five companies come through and have narrowed it down to two that we are considering. The proposals are not as inexpensive as the previous proposals that we had for cleaning. The Elementary School requires a good amount of work to clean, therefore, the contractions that are coming in to assess the building all have bids that are higher than what we are now paying. We also must consider going into next year, we will have the fourth floor to add into the contracts. Currently, we have a substitute company until we can hire a permanent one. The two proposals will be sent to the Board for review.

Website: We selected the web design, and a committee. Three meeting took place and have spoken to the web designer. She was given the information on what we would like it to look. Right now, we are looking at all our links and content on the site, deciding which of those we would like to keep, and what we would like to add. Those decisions will be made this week, and the designer can begin working on the website with the information that is give her. We are looking for a six-week completion for the site. Ms. Scott will send an update of the website’s progress to the Board in three weeks.

Approval of the Financial Report ending: January 2021

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report ending January 2021, presented Leigh Ann Kelly of OmniVest. Dr. Allen moved to approve the Financial Report, Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Dr, Allen	Motion to Approve	Yes	James Caldwell	Yes
Felecia Parker-Cox	2 nd Motion	Yes	Marvin Lenetsky	Yes
Dr. DeShields		Yes	Dr. Mary Floyd	Yes
David Gruber		Yes		

Approval of the Financial Report ending: February 2022

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report ending February 15, 2022, presented by Leigh Ann Kelly of OmniVest. Dr, Allen moved to approve the Financial Report. Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Dr, Allen	Motion to Approve	Yes	James Caldwell	Yes
Felecia Parker -Cox	2 nd Motion	Yes	Marvin Lenetsky	Yes
Dr, DeShields		Yes	Dr. Mary Floyd	
David Gruber		Yes		

Academic Leader Reports

Ms. Case – (K-2 Academic Director)

We just finished The Developmental Reading Assessment (DRA). Tomorrow, we will start our guided reading groups. This will make a significant impact on our end of year reading scores. We are also planning exciting Kindergarten activities. May 6th will be the Prom Sneaker Ball, May 20th there is a field trip to Sesame Place. We have a tentative date for kindergarten graduation for June 10th. The Kindergarten Spelling B. on the 10th, and a winner and two runners’ up. The second graders are doing research reports that will result in a hardbound book called “Student Treasures,” and they are doing the reports are on animal research.

Mrs. Lamb – (3-5 Academic Director) Paraprofessionals have been extremely supportive. When teachers have been out for whatever reasons, the Para’s step right in wherever possible. We have a strong Paraprofessional Team. They step in, all capacities from morning arrival, supporting

climate during dismissal and lunches. Under the leadership of Ms. Scott, a Paraprofessional “thank you” breakfast was provided for them this past week, and they were appreciative. The Charter School walk-through was a success. Students were in their classrooms engaged in small groups. The Charter Office highlighted our climate and the culture of our school. They were encouraged to see that we work in an environment where the students feel safe, and the teachers feel supported.

Mr. Cameron – (Principal) Our attendance has had five straight weeks over 90%. We continue to contact parents when students are absent, to let them know that we are concerned. The Charter School shared with us the feedback from the students. They pulled five students and asked question about safety, and their feelings about attending Alliance, would you recommend Alliance to your friends, and do you feel Alliance is preparing you for high school? The Charter Office reported that it was all positive feedback. This was encouraging because the students were chosen randomly, with no coaching.

The Third iReady cycle will be March 21st through April 4th. We will get good data there. PSSA will begin the end of April and go through the second week of May.

“Pie Day” was yesterday. The students pied some of their teachers, there was music, lots of laugh’s pictures and challenges. It was good to see the children being children again, they were excited, and fun was had by all.

The After School program, is Monday-Thursday at the 1722 building. We currently have ninety-five students and are continuing to recruit. Third through eight will go until PSSAs begin. K- 2 will go through mid-May. All the students took a pre-test, and at the end, will take a post test to be able to check the data. We opened the tutoring program up to everyone, and made targeted phone calls around some of the data that we had at the school to reach out to students if they need support based on the iReady data. Teachers are submitting lesson plans for tutoring. They are using curriculum materials, iReady materials. The program is being spearheaded by Ms. Rodriguez who is eighth grade math and is doing a wonderful job.

The Saturday School held it’s first session this past Saturday. There were sixty-one students who signed up. This program is being spearheaded by one of the kindergarten teachers, Ms. Ferrell. She is in the process of continuing to recruit students. The program runs from 9:00am-12noon on Zoom. It will run for five (5) Saturdays for grades 3-8 because of PSSAs starting and nine (9) Saturdays for K-2. The program is a combination of Math and ELA which is 3 hours.

Ms. Womack – (EXL Coordinator) There are currently ninety-three active students that are receiving SPED services. We are trying to figure out the disconnect between the ninety-three that are actively in the system and the report that gets generated. PASA was to start, however, it was delayed, and will start on Monday. Three students who are eligible to take the PASA which is a Special Education version of the PSSA. We have three students who are eligible, and two teachers who will be administering, Ms. Malone ad Ms. Mclaughlin. We are in the process of having our consultant Stephanie make sure we have all the materials ready by the end of the week. We will be testing in both buildings. Once the schedule is available it will be distributed to all the leaders.

A huge shout out to the Climate Team. We had a new Emotional Support Teacher start and starting in the middle of the year can be a challenge. However, Ms. Stephens has jumped right in, and the Climate team has been supporting her with some of the students who need a little extra support.

CCS (COVID Compensatory Services) we had five (5) students who were eligible for those services. This is dating back to when we had to close because of the COVID pandemic. There were five students who still needed services based on their IEP goals from the 2019-2020 school year. Three of those parents agreed to have those services provided after school. We have had those

students attending since Wednesday, February 16th. Ms. Malone is heading that up in the afternoon, Monday-Thursday for an hour after school and we have had rigorous attendance. The program ends right before we go on Spring break.

We have over fifty students who are eligible to ESY, and are ready to move forward, and inquired with the EXL team to see who is interested in working over the summer. We already have in mind the dates that the four (4) weeks will be, June 27th – July 29th. We have decided to go Monday-Friday, Friday being a field trip day. Monday-Thursday being academic focused so the students can focus on IEP goals.

Bazemore (Climate Director) Will implementing restorative circles per grade beginning next week. We were unable to have it as a group due to COVID-19, now that some things have been lifted, we are able to begin. It will help with things that are currently affecting our students like the violence, knowing how to socialize with one another or how to manage conflict. With summer approaching, we would like the students to gain appropriate social skills.

Academic Calendar:

Upon motion duly moved, seconded, and unanimously carried, the Board approved the Academic Calendar for the School Year 2022-2023 School Year. Karen Trawick moved to approve the Academic Calendar. James Caldwell seconded the motion. Motion carried, with one Apposed, David Gruber.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Marvin Lentesky	Yes
Karen Trawick	Motion to Approve	Yes	Dr. Mary Floyd	Yes
James Caldwell	2 nd Motion	Yes	Felecia Parker-Cox	Yes
Dr. Allen		Yes	Dr. DeShields	Yes
David Gruber		Apposed		

Wrap Up Meeting from the Charter Office – Ms. Scott

All the measures that were mentioned, they were able to see small group instruction, the use of technology, procedures were in place. Our Interventionist were working with our students, they were able to see that. Students were working on iReady. The school was glowing, and we impressed. The next step for them is to meet a group of our parents and we are setting that up for next week, March 23rd. We are working with Ms. Washington to set that up. We will hear from them in April. The Charter Office met with the Trustees and was impressed with them. They were also impressed with what they saw when they visited the school.

Health & Safety – Mask – We are aware that the district has removed the Mask Mandate, however, we have not. Our students are required to mask. We will look at that mandate after Spring Break and make some decisions. We are also still testing all our students, teachers, and staff as part of our monthly protocol. We will be testing again following Spring break which is April 11th – April 15th.

EXECUTIVE SESSION: Parent Concern/Employee Matter Concern/Exceptional Student

ADJOURNMENT: The meeting adjourned at 8:00 p.m.

The next Board Meeting is scheduled for Tuesday, April 12, 2022, at 6:00pm. This is a week early because AFPCS will be on Spring Break.

Respectfully Submitted
Crystal A. Sharper

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

April 19, 2022

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:20p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member
Dr. DeShields – Board Member

REGRETS: None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Secretary
Mrs. Tahiana Lamb – Academic Director (3-5)
Mr. William Bazemore – Climate Director (K-8)
Kerry Porter – Technology & System’s Director
Ms. Kaylin Womack – EXL Coordinator
Dr. Schwartz – Assistant Climate Director
Ms. Debra Case – Academic Director

VISITORS:

Ms. Leigh Ann Bonck – OmniVest

Public Comment:

No Public Comment

Approval of Minutes: February 15, 2022

Upon motion duly moved, seconded, and carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held February 12, 2022. Dr. DeShields moved to approve the minutes; Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	James Caldwell	Yes
Dr. DeShields	Motion to Approve	Yes	Dr. Valerie Allen	Yes
Felecia Parker-Cox	2 nd Motion	Yes	Dr. Mary Floyd	Yes
Karen Trawick		Yes		

Approval of Minutes: March 15, 2022

Upon motion duly moved, seconded, and unanimously carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held on March 15, 2022. Felecia Parker-Cox moved to approve the minutes; Dr. Valerie Allen seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion	Yes	Dr. DeShields
Felecia Parker-Cos	Motion to Approve	Yes	Karen Trawick
Dr. Valerie Allen	2 nd Motion	Yes	James Caldwell
Dr. Mary Floyd		Yes	

Old Business

Bullying – Mr. Griffin will send a letter out regarding this incident.

New Business

Resignations from the Board – David Gruber
Marvin Lenetsky

Approval of the Financial Report ending: April 19, 2022

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report ending April 2022 presented Leigh Ann Kelly of OmniVest. Dr. Valerie Allen moved to approve the Financial Report, Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion	Yes	Karen Trawick
Dr. Valerie Allen	Motion to Approve	Yes	James Caldwell
Felecia Parker-Cox	2 nd Motion	Yes	Dr. Mary Floyd
Dr. Allen		Yes	

Academic Leader Reports:

Ms. Case - Academic Director K-2

The data from January-March 2020. Math: Kindergarten made some progress in proficiency. First grade did not do as well, scores went down somewhat. Second grade is the same. It was noted that there were twenty additional first graders who tested than the last cycle and are testing proficient and advanced. ELA: Kindergarten did better in ELA, however, first grade did not do as well, and it was marginal in second grade. We will be looking into how to increase these scores in the next testing period, focusing on observations in the WIN block. Also looking at data chats with teachers, students, and documenting, making sure it is occurring. K-2 students will have one more cycle of iReady testing.

Mrs. Lamb – Academic Director 3-5

Math: Ms. Meyer 3rd grade teacher had an increase in percentages in terms of how many students are proficient in math, therefore, she has made a percentage increase of 5%. Cotto 4th grade is the teacher she has taken a slide back, dealing with medical issues that had her out of the class for two weeks. Those two weeks were vital to the testing window, which is the case of the slide. Ms. Perry 5th grade has made an increase from 4% to 5% in math. Ms. Perry has been with us for several years. ELA: Through the months of January-March, there has been a had been a significant amount of growth in the fourth and fifth grade, which is encouraging. The increase in diagnostics. Third

grade did well be increasing their percentage by 5% and fourth grade had an increase of 1%, however, there was a transition of teachers at that time. Abdullah 5th grade who also has been with us for years, has made a 4% increase in her data.

Brian Cameron – Principal/Academic /Director 6-8

For both math and ELA, the scores when down. Both Ms. Small and Ms. Campbell are fantastic teachers, however, six grade took the January diagnostic at home due to COVID. In ELA, Ms. Federico's 7th grade scores went from 15% to 19%, and Ms. Allen, eighth grade ELA made a big jump from 13 to 24%. Our math scores were not as good as our ELA scores for this testing cycle. There are challenges, therefore, as academic leaders moving forward, will be hyper focused on our response observing the WIN periods which are intervention periods, making sure teachers are monitoring data usage and having data conversations with the students.

Kaylin Womack EXL Coordinator K-8

We use Achieve 3000 for reading or Smarty-Ants depending on the grade level. We also use Sumdog for math. The next testing cycle for the EXL learners will be May 9th-20th. Those numbers will be presented at the next Board Meeting. Mrs. Shirley/Ms. Gains third, fourth and fifth graders – This is our larger groups; however, they are still pulled into smaller groups. Many of them showed growth, some maintained, but most are showing growth in both reading and math.

Autistic Support K-7 is Ms. Malone - All students show growth. Ms. Stevens K-5 Emotional Support – There is decrease or a lack of skills. The team collaborated with him on how to provide better learning instruction for the children. Mrs. Gill K-2 Learning Support – The majority of these student has made growth in their reading skills. Ms. McLaughlin/Ms. Sharedon/ - Small Group testing – Most students showed growth in math and reading.

Discussion around moving away from Achieve 300 and Sumdog currently being used for instruction in the classroom. The consultant shared resource interventions that support in reading and corrective math. Moving into next year, purchasing these resources, training the teachers on how to use the resources.

William Bazemore Climate K-8

This year has had its ups and downs. It has been difficult for both staff and students. Socially there was a lot of growing. From August to March. The climate was such that student did not want to be in school, but would rather attend remotely, socially some was reluctant to interact with peers. Some interacting in inappropriate manners. SDL is working, the curriculum, Second Steps is working directing student on how to interact with their peers correctly, talk with staff appropriately, and be respectful, responsible, and safe inside the school community. There have been minor altercations taking place outside, but nothing major. Serious incidents are decreasing, due to implementing SDL and partner with Mrs. Lamb, Ms. Case and Mr. Cameron. The Assemblies that are being held are also instrumental in the decrease of incidents. Recognizing students for doing well and growing, letting them know that it is visible, and appreciated. There was no ISS, but there were two suspensions for minor altercations. Detention is still low from the past. The detentions are intentions. Taking the targeted behaviors (what happened) and give you replacement behaviors.

CEO Report:

- Tuberculosis Screening Policy

This is a policy that we have adopted directly from the nurse's agency. It will be added to our handbook and will require our parents to have their children screened at school.

Approval of the Tuberculosis Screening Policy.

Upon motion duly moved, seconded, and unanimously carried, the Board approved to implement the Tuberculosis Screening Policy. Dr. Valerie Allen motioned; Felecia Parker-Cox seconded the motion. Motion carried unanimously.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Dr. Valerie Allen	Motion to Approve	Yes	Dr. DeShields	Yes
Felecia Parker-Cox	2 nd Motion	Yes		
Dr. Mary Floyd		Yes		
James Caldwell		Yes		

Statement of Financial Interest

The forms will be uploaded into Epi Center. We would like to get a head start in uploading them for 20-22. The blank forms were sent to all Board members by email, including a ten plate on how to complete it. The form needs to be completed by the next board meeting February 11, 2022.

Emergency Instructional Plan

The plan was submitted to PDE, and the State approval was emailed to the Board. If we change our schedules, we will have to update the plan. In the meantime, we have flexibility to do what we need to do as a school. In this climate of COVID where things are constantly changing, we what to make sure we are compliant with meeting our 180 day or nine hundred–950-hour requirement for our school.

Technology Update -Mr. Porter

The current phone system installation was discovered to be the improper system for the building. It was an old system that needed updating. New phones have been installed both buildings. The paging system and the phones in the 1722 building have been connected. While installing the phones in the 1822 building it was discovered that the wiring was done incorrectly. Contacted the company of the equipment, and they were able to be confirm that it was installed completely wrong. An order has been placed for the equipment that is needed to connect 1821 to the paging system. The ETA for installation is next week. The pre-work has been completed. There have not been any complaints regarding the phone lines since installment of the new phones.

Website:

The company that we will be working with has been confirmed. The team has met and are in the process of choosing pictures that will be on the website and they will be placed in the file. Because of some of the things that wanted to add, we are lacking, we have covered that is our meeting to insure we have all that we need. Another follow-up will be ready at the end of the week. There is an internal and external meeting scheduled.

Workman’s Comp:

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EXECUTIVE SESSION:

ADJOURNMENT: The meeting adjourned at 8:00 p.m.

The next Board Meeting is scheduled for Tuesday, May 17, 2022 @ 6:00pm

Respectfully Submitted
Crystal A. Sharper

**ALLIANCE FOR PROGRESS CHARTER SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

May 17, 2022

This meeting was held via Zoom due to COVID19 Social Distancing Restrictions. Mr. Griffin called the meeting to order at 6:15p.m. Notice of the meeting had been properly given and quorum was met.

ATTENDEES

BOARD MEMBERS:

Mr. Larry Griffin – Board President
Dr. Valerie Allen – Board Vice President
Ms. Karen Trawick – Board Secretary
Dr. Mary Floyd – Board Member
Ms. Felecia Parker-Cox – Board Member
Mr. James Caldwell – Board Member
Dr. Jayminn DeShields – Board Member

REGRETS: None

STAFF:

Ms. Stacey Scott – Interim CEO

Mr. Brian Cameron – Interim Principal
Ms. Crystal A. Sharper – US Secretary
Mrs. Tahiana Lamb – Academic Director (3-5)
Mr. William Bazemore – Climate Director (K-8)
Ms. Kaylin Womack – EXL Coordinator
Ms. Emily Zahn – ES Counselor
Rhonda Washington – Parent Community Liaison

VISITORS:

Ms. Leigh Ann Bonck – OmniVest

Public Comment:

No Public Comment

Approval of Minutes: April 19, 2022

Upon motion duly moved, seconded, and carried, the Board approved the minutes of Alliance for Progress Charter School, Board meeting held April 19, 2022, Dr. Valerie Allen moved to approve the minutes; James Caldwell seconded the motion. Motion carried, with one abstention, Karen Trawick.

VOTE SUMMARY OF EACH MEMBER			
Larry Griffin	Initiated Motion	Yes	Dr. Jayminn DeShields
Dr. Valerie Allen	Motion to Approve	Yes	Dr. Valerie Allen
James Caldwell	2 nd Motion	Yes	Dr. Mary Floyd
Karen Trawick	Abstained		Dr. Mary Floyd

Old Business

Bullying – Mr. Griffin will send a letter out regarding this incident.

New Business

Resignations from the Board – David Gruber
Marvin Lenetsky

Approval of the Financial Report ending: April 19, 2022

Upon motion duly moved, seconded, and carried, the Board approved the Financial Report ending April 2022 presented Leigh Ann Kelly of OmniVest. Dr. Valerie Allen moved to approve the Financial Report, Felecia Parker-Cox seconded the motion. Motion carried.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Dr. Valerie Allen	Motion to Approve	Yes	James Caldwell	Yes
Felecia Parker-Cox	2 nd Motion	Yes	Dr. Mary Floyd	Yes
Dr. Allen		Yes		

Academic Leader Reports:

Ms. Case - Academic Director K-2

The data from January-March 2020. Math: Kindergarten made some progress in proficiency. First grade did not do as well, scores went down somewhat. Second grade is the same. It was noted that there were twenty additional first graders who tested than the last cycle and are testing proficient and advanced. ELA: Kindergarten did better in ELA, however, first grade did not do as well, and it was marginal in second grade. We will be looking into how to increase these scores in the next testing period, focusing on observations in the WIN block. Also looking at data chats with teachers, students, and documenting, making sure it is occurring. K-2 students will have one more cycle of iReady testing.

Mrs. Lamb – Academic Director 3-5

Math: Ms. Meyer 3rd grade teacher had an increase in percentages in terms of how many students are proficient in math, therefore, she has made a percentage increase of 5%. Cotto 4th grade is the teacher she has taken a slide back, dealing with medical issues that had her out of the class for two weeks. Those two weeks were vital to the testing window, which is the case of the slide. Ms. Perry 5th grade has made an increase from 4% to 5% in math. Ms. Perry has been with us for several years. ELA: Through the months of January-March, there has been a had been a significant amount of growth in the fourth and fifth grade, which is encouraging. The increase in diagnostics. Third grade did well by increasing their percentage by 5% and fourth grade had an increase of 1%, however, there was a transition of teachers at that time. Abdullah 5th grade who also has been with us for years, has made a 4% increase in her data.

Brian Cameron – Principal/Academic /Director 6-8

For both math and ELA, the scores went down. Both Ms. Small and Ms. Campbell are fantastic teachers, however, six grade took the January diagnostic at home due to COVID. In ELA, Ms. Federico’s 7th grade scores went from 15% to 19%, and Ms. Allen, eighth grade ELA made a big jump from 13 to 24%. Our math scores were not as good as our ELA scores for this testing cycle.

There are challenges, therefore, as academic leaders moving forward, will be hyper focused on our response observing the WIN periods which are intervention periods, making sure teachers are monitoring data usage and having data conversations with the students.

Kaylin Womack EXL Coordinator K-8

We use Achieve 3000 for reading or Smarty-Ants depending on the grade level. We also use Sumdog for math. The next testing cycle for the EXL learners will be May 9th-20th. Those numbers will be presented at the next Board Meeting. Mrs. Shirley/Ms. Gains third, fourth and fifth graders – This is our larger groups; however, they are still pulled into smaller groups. Many of them showed growth, some maintained, but most are showing growth in both reading and math.

Autistic Support K-7 is Ms. Malone - All students show growth. Ms. Stevens K-5 Emotional Support – There is decrease or a lack of skills. The team collaborated with him on how to provide better learning instruction for the children. Mrs. Gill K-2 Learning Support – The majority of these student has made growth in their reading skills. Ms. McLaughlin/Ms. Sharedon/ - Small Group testing – Most students showed growth in math and reading.

Discussion around moving away from Achieve 300 and Sumdog currently being used for instruction in the classroom. The consultant shared resource interventions that support in reading and corrective math. Moving into next year, purchasing these resources, training the teachers on how to use the resources.

William Bazemore Climate K-8

This year has had its ups and downs. It has been difficult for both staff and students. Socially there was a lot of growing. From August to March. The climate was such that student did not want to be in school, but would rather attend remotely, socially some was reluctant to interact with peers. Some interacting in inappropriate manners. SDL is working, the curriculum, Second Steps is working directing student on how to interact with their peers correctly, talk with staff appropriately, and be respectful, responsible, and safe inside the school community. There have been minor altercations taking place outside, but nothing major. Serious incidents are decreasing, due to implementing SDL and partner with Mrs. Lamb, Ms. Case and Mr. Cameron. The Assemblies that are being held are also instrumental in the decrease of incidents. Recognizing students for doing well and growing, letting them know that it is visible, and appreciated. There was no ISS, but there were two suspensions for minor altercations. Detention is still low from the past. The detentions are intentions. Taking the targeted behaviors (what happened) and give you replacement behaviors.

CEO Report:

- Tuberculosis Screening Policy

This is a policy that we have adopted directly from the nurse’s agency. It will be added to our handbook and will require our parents to have their children screened at school.

Approval of the Tuberculosis Screening Policy.

Upon motion duly moved, seconded, and unanimously carried, the Board approved to implement the Tuberculosis Screening Policy. Dr. Valerie Allen motioned; Felecia Parker-Cox seconded the motion. Motion carried unanimously.

VOTE SUMMARY OF EACH MEMBER				
Larry Griffin	Initiated Motion	Yes	Karen Trawick	Yes
Dr. Valerie Allen	Motion to Approve	Yes	Dr. DeShields	Yes
Felecia Parker-Cox	2 nd Motion	Yes		

Dr. Mary Floyd	Yes		
James Caldwell	Yes		

Statement of Financial Interest

The forms will be uploaded into Epi Center. We would like to get a head start in uploading them for 20-22. The blank forms were sent to all Board members by email, including a ten plate on how to complete it. The form needs to be completed by the next board meeting February 11, 2022.

Emergency Instructional Plan

The plan was submitted to PDE, and the State approval was emailed to the Board. If we change our schedules, we will have to update the plan. In the meantime, we have flexibility to do what we need to do as a school. In this climate of COVID where things are constantly changing, we want to make sure we are compliant with meeting our 180 day or nine hundred–950-hour requirement for our school.

Technology Update -Mr. Porter

The current phone system installation was discovered to be the improper system for the building. It was an old system that needed updating. New phones have been installed both buildings. The paging system and the phones in the 1722 building have been connected. While installing the phones in the 1822 building it was discovered that the wiring was done incorrectly. Contacted the company of the equipment, and they were able to confirm that it was installed completely wrong. An order has been placed for the equipment that is needed to connect 1821 to the paging system. The ETA for installation is next week. The pre-work has been completed. There have not been any complaints regarding the phone lines since installment of the new phones.

Website:

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EXECUTIVE SESSION:

ADJOURNMENT: The meeting adjourned at 8:00 p.m.

The next Board Meeting is scheduled for Tuesday, May 17, 2022 @ 6:00pm

Respectfully Submitted
Crystal A. Sharper

June 22, 2022

Board Meeting
Cancelled