



## BOARD MEETING

March 9, 2017

**Time:** 6:45pm – 9:40pm  
**Location:** 101 James Doolittle Blvd, Uniondale, NY 11553  
**Facilitator:** Bishop Barrington Goldson, Chairman of the Board of Trustees  
**Board Secretary:** Felicia Barracks

**Trustees in Attendance:** Hazelin Williams, Dawn West, Robert Stewart, Stephen Rowley and Sandra O’Neil

**Others Present:** Wayne Haughton (Executive Director), Dermoth Mattison ( MS Principal), Travis Holloway (HS Principal), Donna Douglas (Director of Operations), Washburn Martin (Business Manager), Hope Chin (Business Manager), Nicholas Stapleton (Chief Academic Officer)

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Board Chairman Goldson opened the meeting with salutations and thanked everyone for attending the meeting. Chairman Goldson moved to accept Mr. Haughton’s report submitted to the Board in his absence (attending the Charter Growth Fund Conference in Texas). Plans that were submitted to the Build Planning Board have been accepted and approved. Chairman Goldson began by calling for the PTO’s report.

**Report:** PTO’s Report  
**Person Responsible:** Sandra O’Neil

### Discussion

- ❖ Meetings
- ❖ Events & Activities
- ❖ Fundraisers
- ❖ Financial Report

### Action Items:

### Deadlines:

### Conclusion:

Mrs. Oneil provided the Board with her report. There was no PTO meeting for the month of February due to the snow storm. The next PTO meeting will be held on Thursday, March 16, 2017. Parents are still expressing concerns about not knowing the plans for the High School. Regarding events and activities, the PTO is launching a Wellness Program for the parents and staff; they will be assisting in sponsorship to the Pep Rally being held on March 24, 2017. On May 12, 2017, the first Paint and Sip Party will be held which replaces the Mother Son Dance. There will be a Staff Appreciation Luncheon held on May 24, 2017. All staff and Board members are welcome to attend. Lastly, the Daddy and Daughter dance will be held on June 2, 2017. The PTO’s Art Fundraiser has begun and order forms will be available in the near future.

Mother's Day plant sales start on March 20, 2017 and are guaranteed to be delivered in time for Mother's Day. In closing, the January 2017 Financial Statement reflects an ending balance of \$13,144.78.

Board Chairman Goldson accepted the PTO's Report and expressed appreciation to the other PTO members in their absence. Chairman Goldson informed that the concerns of the parents regarding the High School will be addressed.

There were no further questions or comments.

Board Chairman Goldson called for the Executive Director's Report.

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**Report:** Executive Director's Report

**Person Responsible:** Wayne Haughton

**Discussion**

- ❖ Action Items
- ❖ Replication
- ❖ High School
- ❖ Fundraising
- ❖ Playground
- ❖ Traffic & Safety Concerns
- ❖ International Travel Experience
- ❖ Staff Recruitment
- ❖ Charter School Institute
- ❖ Litigation
- ❖ Other

**Action Items:**

**Deadlines:**

**Conclusion:**

Mr. Haughton provided the Board with his report. Currently there are no action items. Mr. Haughton presented two views of the proposed new building. A brief description was given regarding the specifics of the building but at this time, no further details can be disclosed. Notwithstanding, the acquisition and approval process will be faster than in the past as there are no variances in connection to this project. Regarding replication, we are continuing to work along with the consultant to prepare the replication applications for submission and discuss next steps. The Charter School Growth Fund will be visiting the Academy on Monday, March 13, 2017 to discuss inclusion in their National Fund. Deputy Speaker Hooper has informed her constituents that \$130,000 will be granted to the Academy for the playground project. This is an increase from the \$60,000 that was initially granted. Mr. Haughton informed that the request made to have a crossing guard has not been granted. Regarding the International Travel Experience, eleven scholars attended the trip to London. Principal Holloway and Trustee Williams will give their report on this. Staff recruitment information will be presented with greater details by Ms. Douglas. Regarding the Charter School Institute, Mr. Haughton attended the SUNY Charter School Leaders Convening where the importance of reporting on "co-academics" was emphasized. The discussions were focused on school climate, executive functioning, family and community engagement, and comprehensive services as leading indicators of academic success. Another major topic of concern was the issue of our country's current immigration policies. The

Academy Charter School is a safe haven. No child can be interviewed without a parent present. Lastly, under litigation, there are no new cases involving the Academy. The financial report for January 2017 YTD was reviewed by the Financial Committee and will be presented to the Board for acceptance. Ms. Douglas will report on student numbers and personnel.

Board Chairman Goldson opened for questions or comments on Executive Director's Report.

Chairman Goldson began by recommending a team be assembled starting with Mrs. Oneil, Trustee Williams, and Ms. Avin to actually get the funds from Deputy Speaker Hooper. Trustee West requested an update on a recent fatality near school grounds; Mr. Haughton informed there was police patrol for an extended time thereafter. Vice Chairman Stewart recommended a team consisting of Trustee West, Ms. Chin, Mrs. Oneil, Mr. Mattison and Mr. Peterkin be formed to petition for the needed crossing guard. One Mrs. Harrison from the audience emphasized the importance of attending zoning meetings. This was said in support of the recent recommendation. Vice Chairman Stewart requested an update regarding any slip and falls that may have occurred during the winter months; Mr. Haughton advised of one case. There were no litigations attached. The employee was absent for a week and has since returned to work. The details of the incident are being handled by workers compensation.

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

Board Chairman Goldson called for the Chief Academic Officer's Report.

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**Report/Reporter:** Chief Academic Officer's Report

**Person Responsible:** Nicholas Stapleton

**Discussion**

- ❖ Dashboard 2016-2017
- ❖ Curriculum Review Form
- ❖ NYSED New Draft of English and Mathematics Learning Standards
- ❖ Elementary and Intermediate Level Testing Schedule 2016-2017
- ❖ OAG/SED Immigration Information
- ❖ Interim Assessment #3

**Action Items:**

2<sup>nd</sup> Grade Testing Results

**Deadlines:**

**Conclusion:**

Dr. Stapleton provided his report to the Board. He began with a summary of the upcoming testing schedules for ELA and Mathematics. Dr. Stapleton advised that currently new curriculum, instruction material and information is being introduced to both teachers and students. As this information is being reviewed currently, upon final recommendation by the deciding parties, a formal recommendation will be presented, later on in the school year, to the Board of Trustees for approval. Dr. Stapleton highlighted various exam results for the remainder of his presentation to the Board.

Board Chairman Goldson requested a motion to accept the Chief Academic Officer's Report. Motioned by Vice Chairman Stewart, seconded by Trustee West.

The floor was opened for questions or comments on the Chief Academic Officer's Report.

A brief discussion began with Dr. Stapleton being admonished to provide data and testing results at a faster rate than it is done presently. The concern for ICE on the student population was raised. Dr. Stapleton informed that communications have gone out to parents informing that no interactions or investigations can take place without a child's parent present. The Academy is under no obligation to comply with ICE. In closing, Chairman Goldson made a note of awareness to the Board of Trustees; to read the OAG/SED information attached in Dr. Stapleton's report.

Board Chairman Goldson will have a meeting in the near future to discuss the matter of tenure for teachers. Board Chairman Goldson called for the Middle School Principal's Report.

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**Report/Reporter:** Middle School Principal's Report

**Person Responsible:** Dermoth Mattison

**Discussion**

- ❖ Middle School Culture Updates
- ❖ Middle School Culture Data
- ❖ Middle School March Events
- ❖ Middle School Instructional Updates
- ❖ Additional Updates

**Action Items:**

Established partnerships

**Deadlines:**

**Conclusion:**

Mr. Mattison provided the Board with his report. The Schoolwide culture theme for the month of January was "perseverance". The virtue of the month was "courage". Both these characteristics are emphasized during the weekly character education "CORE" periods. There were two suspensions in the month of February. The Middle School has an attendance average of 95% as of February 2017. On January 31, 2017, the Middle School visited the Brennan INN to donate two barrels of nonperishable foods. This was collected during the Winter Food Drive. The first Gains Celebration was held on February 10, 2017. And, celebrations of Black History Month were had throughout the month of February. There was an assembly on February 17, 2017 which featured selections and performances from students and outside vendors. Parent teacher conferences we held on February 15<sup>th</sup> and 16<sup>th</sup>. Parents met with teachers to discuss their child's quarter two progresses. They also met with the parents of promotion in doubt students. Mr. Mattison advised that effective March 1<sup>st</sup>, the Technology Teacher had resigned and the subject of Drama will be taught in its place. Lastly, the Middle School is partnering with SUNY Old Westbury to host three student teachers in the classrooms.

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

The floor was opened for questions or comments on the Middle School Principal's Report.

Trustee West shared that in the future, providing detailed academic data and results along with the cultural updates of the Middle School is strongly advised. Mr. Mattison accepted this recommendation.

Board Chairman Goldson called for the High School Principal's Report.

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**Report/Reporter:** High School Principal's Report

**Person Responsible:** Travis Holloway

**Discussion**

- ❖ Instructional/Academic Updates
- ❖ England Trip
- ❖ High School Student Recruitment Update
- ❖ January 2017 Practice Regents Results

**Action Items:**

None

**Deadlines:**

None

**Conclusion:**

Mr. Holloway provided the Board with his report. During NYSED Regents Week, January 2017, scholars participated in mock Regents examinations. They were administered under NYSED Regents conditions to provide scholars with exposure to Regents assessment questions and testing conditions. This is in preparation for the June NYSED Regents examinations. The scores were attached to his report and reviewed by the Board of Trustees. Mr. Holloway explained the impact of the results as it relates to the density of the content being tested. He advised that the mock exams should just include material that has been taught prior to the exams. The attendance for scholars enrolled in After-School Regents Support is 79 and in Saturday Regents Academy, 54. The trip to England was a success and Mr. Holloway thanked those who assisted and chaperoned on the trip. Trustee Williams, one of the chaperones, will give her report on the trip to England. Lastly, Mr. Holloway informed, the High School made a presentation to Roosevelt Children's Academy Charter School to support recruitment efforts.

Board Chairman Goldson requested a motion to accept the High School Principal's Report. Motioned by Trustee Stewart, seconded by Trustee West.

The floor was opened for questions or comments on the High School Principal's Report.

There was a brief discussion regarding the ideal timing of the mock Regents exams. Board Chairman Goldson suggested that the exam be given at the beginning of the year and used as a barometer to gauge the students learning progression through the year. This recommendation was supported by Trustee Rowley. Regarding recruitment, Board Chairman Goldson would like to see more unique efforts done in this area. He suggested even the use of a celebrity. Regarding the London trip, Board Chairman Goldson led a small question and answer discussion.

Board Chairman Goldson called for Trustee Williams's Report.

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**Report/Reporter:** Trustee Report on 2017 Trip to England  
**Person Responsible:** Hazelin Williams

**Discussion**

- ❖ TACS's First International Trip
- ❖ Recommendations Relative to Future Trips Abroad
- ❖ Summary of the Trip

**Conclusion:**

Trustee Williams submitted her report by sharing her delight to have traveled with the Academy scholars. She commended them on their good behavior and their openness to a new environment. Her future recommendations for traveling abroad included in-depth study of the location chosen. Overall, it was a wonderful journey and is thankful for the experience. Board Chairman Goldson thanked Mrs. Cosme in her absence and all that went.

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

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

**Discussion**

- ❖ Student Recruitment
- ❖ Re-Enrollment Forms
- ❖ Student Enrollment
- ❖ Student Ethnicity
- ❖ School Meal Program
- ❖ Attendance as of January 23, 2017
- ❖ Staff Recruitment
- ❖ Recruitment Plan 2017-2018

**Action Items:**

Summer Feeding Program Plan  
Financial Report on Funds Collected

**Deadlines:**

None

**Conclusion:**

In summary Ms. Douglas provided the Board with her report. Based on the graphed application results, there was a clear decline. The reason for this was explained as due to ICE concerns. These concerns are predominantly shared within the Hispanic demographic. Regarding the quest for a permanent Spanish teacher, there is still a vacancy. So that the graduation credit is met for scholars, an Art teacher has been hired. Board Chairman Goldson suggested that the search for additional teachers be expanded internationally, especially in the specialty subjects. His goal is to have a differentiation in standard and in our approach to recruitment. These recommendations were accepted by Ms. Douglas. Board Chairman Goldson thanked her for her report.

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

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**Report/Reporter:** Business Manager's Report

**Person Responsible:** Washburn Martin

**Discussion**

- ❖ Financial Analysis
- ❖ Profit & Loss
- ❖ Balance Sheet
- ❖ Statement of Cash Flows
- ❖ Capital Expenditure

**Action Items:**

None

**Deadlines:**

None

**Conclusion:**

Mr. Haughton informed, due to an unforeseen circumstance, Mr. Martin has left. He requested that the resolution included in his report be submitted. This was read by Trustee Williams.

Board Chairman Goldson requested a motion to table the Business Manager's Report and accept the resolution. Motioned by Trustee Rowley, seconded by Trustee West.

There were no questions or comments.

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

Board Chairman Goldson thanked everyone for attending. With no further questions or discussions, the meeting came to an adjournment at 9:40 PM.