



**BOARD MEETING FOR THE ACADEMY CHARTER SCHOOL
November 18, 2021**

Time: 6:30 PM – 7:34 PM

Location: Virtual Meeting (Zoom Webinar)

Facilitator: Robert T. Stewart, Chairman of the Board of Trustees

Board Secretary: Shanakay Walker

Trustees in Attendance: Stephen Rowley, Dale James, Dorothy Burton, Dawn West, Roger Ball, Carol Beckles, Claudette Harrison, Marie Graham, Roderick Roberts.

Others Present: Barrington Goldson (President and Chief Executive Officer) Wayne Haughton (Chief Development Officer), Nicholas Stapleton (Chief Academic Officer), Alwayne Burke (Chief Group Financial Officer), Sandra Oneil (Chief People & Legal Officer), Dr. Paula Morris (Chief Instructional Technology & Innovation Officer), Antonia Christian (Shared Services Officer), Felicia Barracks (Chief Strategic Development Officer)

Chairman Stewart called for the President and Chief Executive Officer's Report.

Report/Reporter: President and Chief Executive Officer's Report

Person Responsible: Barrington Goldson

Action Items: None

Conclusion: Mr. Goldson provided the Board with highlights from his report. The team is working diligently to prepare for the new school in Wyandanch. The Chief Development Officer will provide additional details regarding the expansion. New York State, Senator Brooks, visited and toured the Uniondale campus. He expressed his admiration of the instruction he observed and the facilities. The school continues to voice its opposition to the proposed apartment complex between the schools. The school remains steadfast in prioritizing the well-being of the students, staff and community. The academic data shows consistent progress across all schools. He acknowledged the efforts of the principals and Information Technology team in ensuring that the scholars are being challenged and have the necessary technology to do so. Student recruitment for the 2022-23 school year has commenced. The staff recruitment campaign has also commenced with several candidates receiving and accepting offers of employment. The COVID-19 infection rate has decreased drastically, and the school will continue the practices outlined in the protocol. During the holidays, the school will extend the return to school date by two more days, which will allow the team to manage and monitor any potential cases. A parent survey will be distributed prior to the holiday break to gauge parental

satisfaction with the school year to date. Expressions of appreciation were distributed to the staff for Thanksgiving, which included turkeys, chickens and a variety of pies.

Chairman Stewart requested a motion to accept the President and Chief Executive Officer's Report. Motioned by Trustee Beckles, seconded by Trustee Graham.

The floor was opened for questions or comments on the report received.

Chairman Stewart called for the Chief Academic Officer's Report.

Report: Chief Academic Officer's Report

Person Responsible: Dr. Nicholas Stapleton

Action Items: None

Conclusion: Dr. Stapleton provided the Board with highlights from his report. He commended the teachers for the feedback that was given by Senator Brooks when he toured the Uniondale campus. He shared that Senator Brooks was impressed by the work performed by charter schools, particularly the Academy. The school culture was calm, and he loved the high level of student behavior and student engagement that he saw during his visit. In September the NYSED required all schools to submit their plan for the use of the emergency funds from the American Rescue Plan; 20% of which must be used to address academic loss. A few points from our strategic plan include, increased intensive support for English Language Learners and scholars with disabilities. Grades K-8 will have a focus point of two academic subjects English Language Arts/ Reading and Mathematics. These will become the top priorities. For the high school students, there will be additional staffing to ensure student success on the regents' exams and bilingual instructors. During the regular school day, students are pulled out for additional help in reading and mathematics. We have the afterschool program for five days a week including sports and tutoring on the core subjects. Saturday school begins in January for three hours. We will continue with our interim assessments and measure student growth periodically using these tools. We will begin our Teachers' Academy for grades K-5 teachers in December. An alumni counselor has joined the staff to provide the needed support to ensure completion of their college career. Scholars will receive virtual instruction on 11/29 and 11/30 for precautionary measures after the Thanksgiving break.

Chairman Stewart requested a motion to accept the Chief Academic Officer's Report. Motioned by Trustee Rowley, seconded by Trustee Roberts.

The floor was opened for questions or comments on the report received.

Chairman Stewart called for the Chief Development Officer's Report.

Report/Reporter: Chief Development Officer's Report

Person Responsible: Wayne Haughton

Action Items: None

Conclusion: Mr. Haughton provided the Board with the highlights from his report. Senator Brooks commended the leadership for the diligence that he observed when visiting the Academy. He spoke about the culture he observed and the upkeep of the buildings. Senator Brooks stated that normally when he visits classrooms he finds that the students are distracted, but that was not the case with the Academy scholars. He stated that he is looking forward to collaboration and partnership in Wyandanch. Regarding facilities upkeep, the deep cleaning protocol is being completed across campuses. One of the Hempstead schools experienced some rain damage and leak repairs because of the last storm, but the damages are repaired. The eastern side of the building in Uniondale and the lower elevation is complete. Elevator pits are currently being installed and the support steel beams are being inserted. We are currently ahead of the schedule. Regarding partnerships, we are completing our due diligence with the Charter School Growth Fund for their annual review. The Wyandanch outreach is ongoing, and we are concluding negotiations for our K-2 space for the start up for the upcoming school year. A schoolwide survey was conducted pertaining to the IT department and how the staff and students view the help and resources offered by this department. We will share a summarized report with the Board regarding the findings.

| Chairman Stewart requested a motion to accept the Chief Development Officer's Report. Motioned by Trustee Rowley, seconded by Trustee Harrison.

The floor was opened for questions or comments on the report received.

Chairman Stewart called for the Chief People and Legal Officer's Report.

Report: Chief People and Legal Officer

Person Responsible: Sandra Oneil

Action Items: None

Conclusion: Mrs. Oneil provided the Board with highlights from her report. Ms. Oneil and her team, continue to recruit for all staff because there is a teacher shortage and an overall shortage in workers. There was a significant number of staff hired in the last month such as food service workers, teachers, teacher assistants, custodians etc. The school continues its international recruitment campaign, with some teachers starting in January to fill the gap experienced by the teacher shortage. Our staff was gifted with turkeys, chicken and pies for the Thanksgiving holiday as a show of appreciation. The school will transition to a new medical benefits package as of December 1, 2021. The enrollment will be passive, which will ensure a smooth transition. Additional information will be released to the staff at the end of November. The Human Capital Department continues with the internal audits of PTO and scheduling. Regarding legal matters, the proposed apartment complex between the schools is an ongoing dispute. A new matter was received regarding an alleged slip and fall in front of one of our facilities.

| Chairman Stewart requested a motion to accept the Chief People and Legal Officer's Report. Motioned by Trustee Ball, seconded by Trustee Roberts.

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

Chairman Stewart called for the Chief Financial Group Officer's Report.

Report: Chief Financial Group Officer

Person Responsible: Alwayne Burke

Action Items: None

Conclusion: Mr. Burke provided the Board with highlights from his report. The balance sheet for Uniondale surpassed the balance sheet for Hempstead due to the construction occurring at the Uniondale site. The school collected most receivables, which are greater than 60 days and currently the receivables are within the 30-60 days window. The ratios are strong as of October 31. The expenditures for the majority of the schools are positive, with the exception of our Uniondale Middle school because it is not fully enrolled. Hempstead has a 9.5% increase in expenditures.

Chairman Stewart requested a motion to accept the Shared Services Officer's Report.
Motioned by Trustee James, seconded by Trustee Rowley.

Chairman Stewart called for the Chief Instructional Technology and Innovation Officer's Report.

Report: Chief Instructional Tech and Innovation Officer

Person Responsible: Dr. Paula Morris

Action Items: None

Conclusion: Dr. Morris provided the Board with highlights from her report. 100% of devices that were needed for the school year have been secured. The IT team continues to work with building leaders to ensure all students have access to the devices. There are still a small percentage of parents who have not signed the acceptable use agreement and as a result those scholars are not permitted to take the device home. Regarding systems management, the network is continuously monitored, and four levels of system reports are produced daily. In regards to cybersecurity, we have had zero reports of high risk on the networks.

Chairman Stewart requested a motion to accept the CMO Officer's Report.
Motioned by Trustee Beckles, seconded by Trustee Graham.

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

Chairman Stewart called for the Shared Services Officer's Report.

Report: Shared Services Operations Officer

Person Responsible: Antonia Christian

Action Items: None

Conclusion: Ms. Christian provided the Board with highlights from her report. As part of our COVID response protocol, we are continuing to use a screening system to monitor students and staff's symptoms daily. Our vaccinations are up by 3%. Last month for ages 12 and up we had 19% of our population vaccinated. We continue to do PCR test within our lab our in-person lab for contact tracing. Staff who are not vaccinated are taking a weekly PCR test and submit results to the designated Human Capital team member. This method of testing is working, and we will continue to do it. The cases for the month of November are 15 staff cases and 20 student cases. Some incident reports have been submitted related to gym classes or after school activities. The switch with insurance companies will be active enrollments and we are working with our Paylocity system to ensure it is a smoother transition.

Chairman Stewart requested a motion to accept the Shared Services Officer's Report. Motioned by Trustee Rowley, seconded by Trustee James.

Resolutions

A resolution hereafter was given a document number and voted on by Board of Trustees accordingly.

Additionally, Chairman Stewart had each trustee vote individually on each resolution.

- **Resolution 11001-2021** – Unanimously passed by the Board of Trustees
Re: Monthly Financial Committee Report (November)

With no further questions or comments, Board Chairman Stewart requested a motion to adjourn the meeting. Motioned by Trustee James, seconded by Trustee Rowley.

Board Chairman Stewart thanked everyone for attending. He gave all the Trustees an opportunity to greet all attendees at the Board Meeting. The meeting was adjourned at 7:34 pm.