

**Hope Charter Leadership Academy
Minutes of Board Meeting (Final)
November 7, 2016**

Members Present: Chip Anderson (by phone), Anna Neal Blanchard, Nancy Duran, Barbara Engram, Mike Gray, Pamela Jamison, Joel Kamya, Leonard King, Tom Mann, Tucker Mann, Willette Morman, Walt Sherlin, Robin Vincent

Non-voting Members: Clarissa Fleming, Beth Burrus

Guest: Helen Collier

Members Absent: Ken Mack, Elizabeth Williams

The 5th meeting of year was called to order at 8:05 a.m. by Mr. Sherlin.

- I. **Welcome and Pledge of Allegiance:** Mr. Sherlin asked Mr. Tucker Mann to lead the Pledge of Allegiance. Mr. Sherlin introduced Mrs. Helen Collier a former Hope principal and now a retired educator. He asked all members to introduce themselves to Mrs. Collier.
- II. **Approval of October 19th Board minutes:** **Action:** The minutes of the October 19, 2016 meeting were approved with a correction from Mr. King already noted in the minutes and a concern from Mr. Kamya about the accuracy of the dates of action regarding the academic improvement plan. Mrs. Jamison stated that the dates listed in the October 19 minutes would be noted as tentative with the actual dates for plan presentation listed in the minutes of the November 7th meeting.
- III. **Principal's Report:** Mrs. Fleming had shared the draft of the academic plan (14 page document) with all board members prior to the meeting. The plan addresses major changes in curriculum, instruction, professional development and assessment and provides clear remedies for improvement. Three school visits had been made to schools recommended by the CSAB where best practices were observed and noted in the plan. Additionally, Mrs. Fleming was hosting Ms. Tammi Sutton, founder of KIPP Schools in NC and member of the CSAB later that morning. Also the feedback from Dr. Keebler Williams' visit was incorporated and addressed in the plan. She opened the discussion with an overview of the plan and the input that had been provided by Ms. Lisa Swinson, the educational consultant HCLA has employed to support Hope with improved academic performance and results on EOG testing. The following topics were included in the open discussion that followed: **a) Curriculum and instruction changes since the last board meeting; b) Planned changes of curriculum and instruction; c) Update on student learning; and d) Presentation to CSAB.** The following points were expressed in the discussion of all present:
 - The document is the presentation that will be sent to the CSAB, however, it must be put in the format of the NC Star software template, a less than user friendly and timely requirement that is the prescribed preference. The Performance plan summary will be the verbal presentation that Mrs. Fleming will make at the CSAB meeting.
 - Mr. Sherlin expressed concern about the response from the OCS in providing guidance about the presentation. Many questions arose about the time allocation, whether we could have a video, could parent/community partner endorsements be included, would there be a vote at the meeting for a recommendation to the State Board about our destiny, etc. To all of these unanswered questions, it was determined that the information we received from the OCS should be in writing for accuracy and clarity. It is a major factor to know the presentation plan as it was a contributor to a less than positive impression at Hope's appearance at the CSAB October meeting.
 - The plan was written in the format for SMART goals similar to plans presented by other charter schools and divided into 4 major segments: Executive Summary was to tell the whole story, give the history of the Hope and the support needed by our students and families; Student Performance at a Glance was removed; Key Issues to Improve Low Performance contains the action steps for many academic/instructional

improvements; the Performance Plan Summary was removed from the document to become Mrs. Fleming's verbal presentation; and the final section was an appendix to include letters of support.

- One of the critical alignment items that the plan addresses is the use of a formative assessment, NWEA Map program that will provide a more accurate projection of student performance on EOG. This will start in November and become a quarterly indicator of student progress and performance on EOG.
- To address the science performance of students in 5th grade and schoolwide, it was agreed that Hope would employ a certified science teacher to implement a science special, assist K-3 with science units and co-teach 4/5th grade science.
- It was agreed that Hope should move expeditiously on total picture items and report back to the board on anything that was a primary focus item for improved academic performance and that addressed the high impact items such as curriculum, instruction and student learning.
- One section of the plan, "Key Issues contributing to Low Performance", raised some concerns with regard to more positive word selection and educational lingo. All board members were asked to provide feedback by November 7 at 5 pm to this section and a group from Education Team was asked to work on language in the section and to review the entire document as a final draft.
- It was also suggested that demographic data be available for students in 3, 4, 5 that have been at Hope since K.

IV. Board review of plan and process: All members participated.

- Update on timeline and materials for board approval submission to the CSAB--** The first draft was received **October 25** and went through several updates in small group and large group critiques. The **final draft** was reviewed and **approved November 7** with the exception of final spellcheck and wordsmithing. **Action: Mr. Sherlin moved that the HCLA Strategic Academic Performance Improvement Plan be approved as presented today, November 7, 2016, subject to refinements in spelling and language usage. Motion was approved.** Mrs. Fleming has had several **practice sessions beginning November 8** with Ms. Swinson, Mr. Sherlin, Mr. Crawford Crenshaw and Mr. Jay Silver. The **plan** along with support letters was **submitted** to OCS—Dr. Deanna Townsend-Smith on **November 11**.
- Practice presentation—** Mrs. Fleming has had practice sessions with various audiences to gather as much input as possible.
- CSAB Presentation—**Wednesday, November 16th at 8:30 a.m., Education Building, 301 N. Wilmington Street, Raleigh. The request is for as many board members as possible to attend.

V. Executive Session: The Board moved into executive session from 9:15 to 9:48 a.m. to discuss potential outcomes.

VI. Old business:

- Retirement Plan update—**Mr. King reported that Mr. Nate Oltmans advised Hope that Cornerstone will no longer manage the Hope retirement plan after 2017.

Mr. Tucker Mann and Mrs. Burrus reminded members to submit their development list, noting that no action would be taken until after the November 16 meeting with CSAB.

VII. New business: There was no new business reported.

The meeting was adjourned at 9:50 a.m.

Remaining meeting dates for 2016-17 school year are: December 7, January 25, February - June TBD.

Submitted by: Pamela Jamison