

Hope Charter Leadership Academy (HCLA)
Minutes of Board Meeting (Final)
March 22, 2017

Members Present: Chip Anderson, Anna Neal Blanchard, Nancy Duran, Barbara Engram, Mike Gray , Pamela Jamison, Joel Kamyra, Leonard King, Tucker Mann, Willette Morman, Walt Sherlin

Non-voting Members: Clarissa Fleming

Staff: Cher Perry

Members Absent: Ken Mack, Tom Mann, Robin Vincent, Beth Burrus

- I. **Welcome, Call to Order, Pledge of Allegiance and Adoption of Agenda:** The 9th meeting of the 2016-17 school year held at Hope Charter Leadership Academy Media Center was called to order at 7:53 a.m. by Mr. Sherlin who asked Mr. Anderson to lead the Pledge of Allegiance. Mr. Sherlin asked for a motion to accept the agenda. **Action:** Mrs. Jamison moved to accept the agenda. Mr. King provided the second for the motion. Motion carried.
- II. **Approval of February 22, 2017 Board minutes:** **Action:** Ms. Morman moved that the final draft of the minutes of the February 22, 2017 meeting be approved as presented. Mr. Kamyra provided the second for the motion. Motion carried.
- III. **Principal's Report:** Mrs. Fleming shared the monthly update of the Strategic Academic Improvement Plan (SAIP) Monitoring Instrument through the date of this month's board meeting. In addition she gave some general updates to include the following:
 - Mrs. Fleming was invited for the visit to Henderson Collegiate (HC) as a part of the professional development for all under-performing charter schools. It was hosted by Eric Sanchez, a member of the Charter School Advisory Board (CSAB).
 - HC serves a population similar to HCLA and currently has grades 4 through 9 with plans to start Kindergarten for the 2017-18 school year.
 - The principle focus was on instruction and the goal of the visit was to demonstrate what is working in the host school.
 - Mrs. Fleming noted that the use of a Teacher Evaluation and Coaching tool at HC was impressive and that she would be following up with them in the development of the tool and their process.
 - Enrollment is strong with 42 on the waitlist mostly in kindergarten; currently Hope has filled spaces for 127 students of which approximately 40 will be new to the school.

The second part of the Principal's Report, lead by Mrs. Perry with input and assistance from Mrs. Fleming, was an update of the Northwest Evaluation Association's (NWEA) Measure of Academic Progress (MAP) student assessment or testing results from the week of February 20th. The highlights of that report are as follows:

- Mrs. Perry handed out several reports to include an **Analysis of Fall to Winter MAP Data** (reflected the number of tested students in mathematics, reading and science that showed growth, that were stagnant, that met or exceeded MAP's projected growth and that regressed). The other reports were the **Achievement Status and Growth Report** which she provided as a review or reference to the MAP test and the **Achievement Status and Growth Summary Report** which reflects achievement of each student (anonymously) by grade level in mathematics, reading and general science.
- MAP scores suffered somewhat from fall to winter. Mrs. Perry noted that fall included 11 weeks of instruction in contrast to 7 weeks in the winter. The range of students showing growth in mathematics and reading in each grade level was from 52.9% to 63.1%.

- Mr. Sherlin shared a chart reflecting reading and mathematics MAP scores in the fall and in the winter listing percentages of students who scored at each of the five levels. The chart then compared percentages of students at level 3 and above to the 2016 EOG scores and computed a differential for each testing period. All testing periods reflected improvement over 2016; however, the reading scores fell from 15% differential in the fall to 4% in the winter and the mathematics scores fell from 27% in the fall to 12% in the winter. There was a great deal of speculation as to the reason for the scores appearing almost to be in reverse of what was expected, however, some of it may have resulted from the late timing of the test in the fall which normally is done several weeks earlier in the school year. The next MAP testing is in the spring, late April early May.
- The positives coming out of the fall and winter testing is that Hope now has detailed data on each student and is able to target instruction and support with greater specificity than in the past. With the current student information as an example, it is possible to move students from level 2 to 3 or to keep those at 3 or higher levels with enrichment instruction that will maintain growth.
- Discussion turned to support during track out time and during the summer to help students maintain their growth. Mrs. Fleming reported that differentiated track out packets are being sent home to support students during the break and students are held accountable as teachers check their work. The packets were based on EOG/MAP practice test materials. Discussion turned to the summer and the question was posed “what would help and what would it take (staff, transportation, etc.) to maintain academic support over the summer?” This discussion was referred to Education team for their next meeting.
- MAP data and scores are being shared with parents and enlisting their support in assisting their students in setting goals for more successful academic achievement. The data is also being used in the classroom to provide additional resources for student achievement.
- It was reported that testing stamina is improving as longer reading passages as being used and vocabulary instruction is being used to support understanding for what the questions are asking.
- Leadership Day is Thursday, March 23 from 9 to 1 p.m. The theme has a Science, Technology, Engineering and Math (STEM) focus, “Finding the Hidden Leader in You”.

IV. Committee Reports:

- Personnel** – Mr. King presented the following recommendations to the Board from the Personnel Committee:
 - **The HCLA current retirement administrator will end its management on December 31, 2017. HCLA will contract with Mass Mutual to administer the school retirement plan beginning January 1, 2018.**
 - **For the 2017-18 school year, HCLA will contribute 2% of salary to the retirement account for each school employee.**
 - **For the 2017-18 school year, HCLA will match employees’ contribution to their retirement plan above the 2% already contributed by the school up to a maximum of a 4% match. The maximum school contribution per employee would be 6% (2% by the school plus 4% match).**
 - **Given that the new plan will start on January 1, 2018, the school will make contributions for each employee between January 1, 2018 and June 30, 2018 equal to 2% of the employee’s salary for the 2017-18 school year.**
 - **HCLA will pay the following costs associated with the new plan: Installation Fee - \$250, Annual Maintenance Fee - \$500, Annual Per-Participant Fee - \$30 per employee.**
 - **The Program and Administrative Charge of 1.8% will be paid by the assets of the plan.**
 - **For the 2017-18 school year, full time professional staff, except the principal, will receive a retention bonus of 2% above the salary the employee would receive in the Wake County Public School System. The bonus will be paid half at Christmas and half at the end of the year.**
 - **All employees will receive salary adjustments (raises) based on salary scale adjustments made the state and Wake County.**

Finance was very supportive of these recommendations and complimented Mr. King and his committee on their work.

Action: Mr. King moved that the recommendations from the Personnel Committee be accepted as presented. Mr. Anderson provided the second for the motion. Motion carried.

Mr. King reported that the development of a “Cheat Sheet” for Mrs. Fleming outlining benefits for new employees was in progress.

b. Budget/Development—Mr. Tucker Mann shared an updated Budget Explanations report from the March Finance Committee meeting. The budget for the 2016-17 school year is \$1.3 – 1.4 m. The questions that must be answered are a) what do we have to spend and b) what do we need to raise? This school year, total revenues were \$90K more than the school had budgeted, however, expenses, particularly those for improved academic performance had increased as well leaving a budget deficit of \$57K if our development efforts are \$200K. The school has reserves that will enable it to meet budget this year. Finance is trying to create a forecast model that will provide some consistency for the amount that has to be raised each year. It is ever more revealing that it cost more to educate the HCLA student and family demographic and it must be recognized that student allocation for schools like Hope has to reflect needs that other school populations don’t have. **Action: Mr. Tucker Mann moved that the updated budget adjustments presented be approved. Mr. Anderson provided the second for the motion. Motion carried.**

c. Transportation—Mr. Sherlin reported that since the last Board meeting there are no transportation issues and that bus operations have been running without incident.

V. Old Business: None

VI. New Business: None

VII. Executive Session: The Board went into Executive Session from 9:11 to 9:36 a.m.

There being no further business, Mr. Sherlin asked for a motion to adjourn. **Action: Mr. Tucker Mann moved that the meeting be adjourned. Mrs. Jamison provided a second for the motion. Motion carried.**

Mr. Sherlin adjourned the meeting at 9:38 a.m.

Remaining meeting dates for 2016-17 school year are: April 19, May 24, June 7 and June 28.

Submitted by: Pamela Jamison