

**Hope Charter Leadership Academy (HCLA)**  
**Minutes of Board Meeting (Final)**  
**September 21, 2017**  
**Media Center**  
**7:45 a.m.**

**Members Present:** Chip Anderson, Anna Neal Blanchard, Nancy Duran, Barbara Engram, Mike Gray, Pamela Jamison, Joel Kamyra, Leonard King, Ken Mack, Tom Mann, Tucker Mann, Willette Morman, Walt Sherlin and Robin Vincent (all present)

**Non-voting Members:** Clarissa Fleming, Beth Burrus

**Special Guest:** Helen Collier

**Staff:** Cher Perry

- I. **Welcome, Call to Order, Pledge of Allegiance:** The 2nd meeting of the 2017-18 school year held at Hope Charter Leadership Academy Media Center was called to order at 7:50 a.m. by Mr. Sherlin who asked Mr. Kamyra to lead the Pledge of Allegiance.
- II. **Adoption of Agenda:** Action: **Mr. Gray moved that the agenda be approved as presented. Mr. Tom Mann provided the second for the motion. Motion carried unanimously (14 – 0).**
- III. **Approval of August 15, 2017 Board minutes:** Action: **Mr. Gray moved that the final draft of the minutes of the August 15, 2017 meeting be approved as presented. Mr. King provided the second for the motion. Motion carried unanimously (14 – 0).**
- IV. **Principal's Report:** Ms. Fleming was acknowledged for creating Board notebooks containing all pertinent information for the current school year. There was discussion for a penalty fee assessment if the notebooks were not brought to Board meetings. Action: **Mr. Tom Mann moved that the fee for not having the notebook be assessed at \$1.00 per member at each meeting. Ms. Morman provided the second for the motion. The vote was 14 no's—0 yes. Motion was voted down.**

Ms. Fleming shared several important events and activities taking place through the end of fall track out on October 20. The highlight activity included an **invitation from the CSAB** to attend its meeting to the administration and Board to appear on **Monday, October 9** to present the steps employed to implement Hope's tremendous academic improvement. In addition, she noted that a school report card letter has been placed on the website. She also reported the following:

**A. Enrollment**

- Current enrollment is 122 students. Some unexpected withdrawals occurred for a variety of reasons with students going to WCPSS and other charter schools w/ middle school options.
- Grades K – 3 class sizes are at 20 and above with 4<sup>th</sup> and 5<sup>th</sup> at 18 and 16 respectively.
- EC enrollment is now at 14 students.

**B. Staffing**

- Faculty and staff collaboration with student focused concentration continues to be strong. Several walk-through observations have been done for each classroom teacher and instructional assistant with feedback being shared.
- Peace University students continue to support Hope this year as a Work-Study site. Hope has 9 students who work 10 hours a week on average.
- Six (6) Shaw University students will use Hope for field experience this year. Two of the students will require 40 hr. weeks and will be paired with teachers in K and 5<sup>th</sup>. All of the students have education as a major and will be used for academic support.
- In 4<sup>th</sup> grade, a seasoned volunteer is providing math support 3 times a week. However, more support is needed in the testing grades of 3, 4, & 5.
- Staff has inquired about the donation bank policy that was created last year to support colleagues who have exhausted sick leave. That policy will be shared with all staff.

**C. Fall MAP results and academic plans – Ms. Perry lead this discussion w/ Mrs. Fleming**

- Ms. Fleming has implemented student meetings this year to further support and promote the school data driven culture. The goals of this initiative are to provide data regarding students, the school environment and to encourage and celebrate student goals and accomplishment. Once the data is compiled it will be shared by large themes as well as grade level specifics. Ms. Fleming reports that amazing data is coming forward and that she is hearing first-hand of the challenge in math.
- Teacher evaluation forms have been revised in a cooperative collaboration with 2 other charter schools.
- Ms. Perry shared the official 2016-17 EOG results as certified by DPI. She also shared a breakdown comparison chart of Hope with PreEminent and Torchlight. The comparison reveals the significant strides Hope made in reading and overall performance. While math improved from an F to a D, it remains an area for continued strong support.
- Ms. Perry shared results of August ELA and Math Map results (2.5 weeks of instruction) v. November 2016 results (11 weeks of instruction). Next MAP assessment is early December. Even though summer work/activities were provided, students do lose ground over the summer. As a remedy, Hope is considering a STEM program during track-out.
- Academic plans for testing grades (3 – 5) include strategically grouping students based on MAP fall data and EVAAS to tackle academic gaps; interventionist coach to push in (modeling with small group instruction) and pull out of each classroom; bi-weekly support in Eagledemics for the entire year with more seats for 5<sup>th</sup> grader students; weekly administrative observations and walk-throughs; and, utilization of our university students for academic support. The importance of early intervention is critical to school success.
- During the first half of the school year (September – December), Eagledemics for testing grades will focus more support for students whose 2016-17 EOG scores were at levels 1 and 2. From January to June, the Academic Intervention Coach and Eagledemics will focus on students whose EOG scores were high level 2, just on the “bubble” for level 3.
- In addition, strategic efforts for EOG preparation include Math and ELA curriculum and instructional changes; weekly lesson plan review; use of SchoolNet to create formative assessments aligned with Common Core; and, the continued engagement of our consultant to support sustained academic performance.
- Hope 3<sup>rd</sup> graders will take NC Beginning of Grade (BOG) assessment this fall which will give credit to those students who receive a score of 3 or above.

**D. Y—Learning program**

- As of September 13, 106 students are enrolled with a few more applications to be processed. Not many bus riders in the afternoon with such a full program.

- The Y is taking a very proactive approach in providing academic support this school year and has made some program changes. We should have an update later this fall.

**E. Invitation to the October 9<sup>th</sup> CSAB meeting**

- The invitation (October 9, 2017 @ 9:45 am) was extended to the administration and the Board to appear to present the steps employed to implement Hope's tremendous academic improvement for the 2016-17 school year as well as share plans for sustaining its performance in the 2017-18 school year.
- Mr. Sherlin asked all Board members to note their calendars and to be present to support our administration in the presentation.
- The Education team will assist the administration in preparation for its presentation.

**F. Other – none**

**V. Committee Reports:**

**a. Education—** Mrs. Jamison reported the following items as topics for team discussion at its meeting scheduled for Tuesday, October 3:

- Completion and expansion of the Bullying/Harassment policy which will be included in the Student Code of Conduct that was developed and adopted last school year.
- Review and analysis of 2016-17 EOG, most recent MAP results and all assessment data to determine with administration the critical areas that need to be addressed in this year's SAIP and provide input that will contribute to sustained academic performance.
- Review, provide input and assist the administration in preparing the components of the CSAB meeting presentation on October 9 with a completed update of the 2016-17 SAIP and plans for 2017-18 to sustain high academic performance.
- Hope will seek charter renewal in 2018-19 school year. This will be a time to incorporate current school initiatives in curriculum, instruction and operations and the Leader in Me program as components of the mission, vision and values of the school.

**b. Personnel—**Mr. King deferred his committee report to executive session.

**c. Finance/Development—**Mr. Tucker Mann shared that while we have previously shared, discussed and voted on our preliminary budget for the 2017-18 school year, the final budget will be completed and presented at the October meeting.

Mr. Tucker Mann also shared that the Finance/Development committee would be convening immediately after the September board meeting to begin discussion on the development activities the Board needs to take to ensure that Hope meets development goals this year and in subsequent years.

Mr. Tucker Mann led a discussion centered on the benefits of dividing the Finance/Development committee into two (2) individual stand-alone committees. It was felt that as the Hope Board committee structure has become more formalized and recognizing the different objectives of finance and development, it was determined that increased effectiveness would result by dividing them. Mr. Gray has agreed to chair Finance and Mr. Tucker Mann has agreed to chair Development. The separation of committees would require reconstitution of members of each committee to be presented to executive committee for approval.

**Action:** Mr. Anderson moved that the Finance/Development committee be divided into two (2) separate committees--a Finance Committee chaired by Mr. Gray and a Development Committee chaired by Mr. Tucker Mann. Included in the motion, Mr. Anderson stipulated that each committee's members be

**presented to the executive committee for approval. Mr. Tom Mann provided the second for the motion. The motion carried unanimously (14 – 0).**

- d. Transportation** –Mr. Sherlin shared that the bus broke down for four (4) days and transportation was not interrupted nor did the Board know that it had happened. The contract with Elite Transportation service has been working well. This pilot program for charter schools allows 65% of transportation costs to be reimbursed to a contracted company. This provides a \$10 -- \$15K benefit to Hope annually. The grant is tied to schools with 50% or more student enrollment qualifying for free and reduced lunches.

**VI. Old Business:** None

**VII. New Business:** Mr. Sherlin expressed the desire to discuss the creation of an Advisory Board or the expansion of the current Board. It was suggested and Mr. Sherlin is taking it under consideration that this discussion be considered at an Executive committee meeting.

**VIII. Executive Session: Action:** At 8:55 a.m. Ms. Jamison moved that the Board go into Executive Session as cited by General Assembly statute #143-318.11 {Closed sessions, Permitted Purposes (5ii)} to discuss the Personnel committee recommendation for compensation of a specific staff member. Mr. Gray provided the second for the motion. Motion carried unanimously (14 – 0).

**Action:** At 9:05 a.m. Mr. Sherlin moved that the Board end Executive Session and return to Board business. Mr. Anderson provided the second for the motion. Motion carried unanimously (14 – 0).

No action was taken in Executive Session, however after it ended, the following motion was made:

**Action:** Mr. King moved that Mrs. Fleming, School Principal, be granted a \$3,500 bonus based on outstanding performance in the 2016-17 school year. Mrs. Blanchard provided the second for the motion. The motion carried unanimously (14 – 0).

There being no further business, Mr. Sherlin asked for a motion to adjourn. **Action:** Mr. Gray moved that the meeting be adjourned. Mr. Tom Mann provided a second for the motion. Motion carried unanimously (14 – 0).

Mr. Sherlin adjourned the meeting at 9:08 a.m.

**Upcoming Board meeting dates: (Thursdays) – October 26, November 30, January 25, February 22, March 22, April 26, May 24, and June 28.**

**Submitted by:** Pamela Jamison