

**Hope Charter Leadership Academy
Minutes of Board Meeting (Final)
September 15, 2016**

Members Present: Chip Anderson, Nancy Duran, Barbara Engram, Mike Gray, Pamela Jamison, Joel Kamyra, Leonard King, Tucker Mann*, Walt Sherlin, Robin Vincent

Non-voting Member: Clarissa Fleming

Staff: Cher Perry, Lakesha Alexander

Members Absent: Anna Neal Blanchard, Tom Mann, Lee Snipes, Beth Burrus

The 2nd meeting of year was called to order at 7:55 a.m. by Mr. Mann*.

*References to Mr. Mann is Mr. Tucker Mann.

- I. **Welcome and Pledge of Allegiance:** Mr. Mann* led the Pledge.
- II. **Approval of August Board minutes:** Mrs. Vincent reported that the minutes of the August 11th meeting were approved by an email vote. Mrs. Jamison distributed updated 2016-17 lists for Board members, faculty and staff, and Board meeting dates. She asked that adjustments/discrepancies be submitted to her for correction.
- III. **Principal's Report:** Mrs. Fleming communicated the state of the school in the listed areas.
 - a. **Enrollment**— Classroom configuration this year is single grade classes with enrollment closed at 131 students as of day 20 of the 2016-17 school year. However, consistent attendance has remained at 128 and likely that 3 students have or will enroll in another school. The 3 students will remain on the roll until request for records has been received. A lengthy discussion followed regarding Exceptional Children and the potential additional needs they will have. Mrs. Fleming is gathering data regarding impact to school program that will be shared with Education, Personnel, and Finance & Development committees.
 - b. **Staffing**—There is a great deal of excitement about faculty/staff energy and collaboration this year. In addition, Peace University has selected Hope for a Work/Study site, for 6 student volunteers who work 10 hours a week providing additional support in various roles and in classrooms. Ms. Alexander coordinates/manages this program along with the Vista Program and Education Class partnership with Peace.
 - c. **Facility**—Mrs. Fleming thanked the Board for affording her the space to expand the academic program. She reported that every inch of space is being utilized effectively for student needs.
 - d. **Y-Learning**—Current enrollment is approximately 115 students. The additional space has provided some great advantages for teachers as well as Y staff.
 - e. **The Leader in Me**—Ms. Alexander reported that community outreach continues to improve with the partnerships of William Peace University and Christ Church. Christ Church has expanded its mentors from 20 to 44 and its Lunch Buddy program from 5 to 11 members who visit every other week. She explained her role as one of support in the classroom w/ teachers and curriculum, with her focus not on the whole school, but on individual classes letting teachers take the lead in implementing program and thereby taking ownership of LIM. She is helping to foster more cultural awareness as the student/family ethnic demographics are broadening and to foster stronger parent

engagement with special events. Ms. Alexander will make sure that the Board is included in her newsletters to families.

- f. **Backpack Buddies**—While the program is not in full operation yet, 51 students have signed up.

IV. **Committee Reports:**

- a. **Education**—Mrs. Jamison reported from minutes that Education had met to review its purpose and goals, to outline the key focus/objectives for 2016-17, and to establish operating guidelines as a committee. A suggested adjustment to the goal in the 2nd bullet was to add “in partnership with school leadership...” and that the staff liaison includes both Mrs. Fleming and Perry. The three goals for the year were determined to be: 1) Ensure that the outcome of the academic program is student achievement at high levels—for Hope, that is EOG scores meeting expected growth; 2) Gain a better understanding of the test measurements, results, and the barriers affecting performance; and 3) Visit and partner with other and similar schools to learn about programs being used to enhance student achievement. The word team was recommended for use for Education, so we are the Education Team and the next meeting is Nov 30, at 9 am.
- b. **Budget/Development**—Mr. Mann*reviewed budget explanations giving the Board a month-end budget position as of August. In handouts, he also shared the committee responsibilities, the work of reformatting the financial reports so that they raise awareness and improve Board and staff financial acumen. In addition, specific 2016-17 focus highlights for Budget are improved budgeting process, especially in the area for budget development; improved financial/budgeting acumen of staff; and improved budget accountability. For Development, the focal points are preparation/submission of an annual development plan; visits to high performing similar schools to inform/inspire development work; and engagement of all Board members in development opportunities.
- c. **Personnel**—Mr. King reported that great staffing decisions were made for the 2016-17 school year resulting in 100% certified teachers. He outlined the committee focus this year was to increase skills of teachers and to ensure that Hope compensation package was competitive. Mr. King asked Mr. Gray to share his findings from a review of the retirement plan. Mr. Gray determined that the retirement program was misunderstood; that faculty/staff are immediately vested in the program; and that the retirement plan needs to be put in a simplified format that is easily comprehended. Mr. King further shared that Hope compensation is ‘pegged’ to WCPSS, but we should benchmark ourselves to other schools.
- d. **Building/Transportation**—Mr. Sherlin updated the Board that the new furnace had been installed and that asbestos was no longer a concern. The Building for Hope Board paid for it. The most recent bus break-down was just prior to a committee meeting. It was not operational and there was no back-up for a few days. The cost to Hope was for towing. Mr. Sherlin noted that he has asked to meet with the representative from Blue Bird (bus manufacturer) about these issues the next time he is in town. Mr. Sherlin reiterated the need for a plan for bus break-downs.

V. **EOG Testing Update:** Mrs. Perry presented a brief PowerPoint and handouts of EOG data for the 2015-16 school year. The following are highlights of 2016 preliminary EOG data:

- Every student was tested this year, 24 in 3rd grade, 21 in 4th grade and 19 in 5th grade.
- Third grade was down a little in reading but significantly improved in math.
- Fourth grade improved in reading and in math.
- Fifth grade improved slightly in reading, had a significant decrease in math and experienced a small improvement in science.
- Schoolwide results reflect a decline in reading and a small improvement in math.

Considerable discussion followed the review of the scores and some points made were:

- List causes/factors as explanations under the graphs
- Ensure that formative assessments are aligned with standards; make sure teachers are teaching the right skills
- Incorporate test taking skills in classroom experiences
- Identification of a resource to provide some oversight of school curriculum and performance in relationship to meeting and maintaining the standards of the Hope Charter
- Get more parent engagement and support in academic life of school
- Recognition of the new Board structure as a good support mechanism to help school meet goals

The staff and the Board commit to the continued focus on EOG testing results, recognize the need to meet expected growth and are dedicated to the improvement of EOG test scores.

VI. **Old Business:** Board meeting dates were distributed.

VII. **New Business:** The Executive Committee expressed the need and consideration for new board members. The Committee will also review the formation of the Board agendas with the new Committee structure.

The meeting was adjourned at 9:39 a.m.

Remaining meeting dates for **2016-17 school year** are: **October 5, December 7, January 25, March 8, May 3, June 7.**

Submitted by: Pamela Jamison