

Hope Charter Leadership Academy (HCLA)
Minutes of Board Meeting (Final)
April 26, 2018
Media Center
7:45 a.m.

Members Present: Allene Adams, Chip Anderson, Nancy Duran, Barbara Engram, Anna Dunn Fonville, Mike Gray (by phone), Pamela Jamison, Joel Kamyra, Leonard King, Tucker Mann, Willette Morman and Walt Sherlin

Members Absent: Ken Mack, Tom Mann and Robin Vincent

Non-voting Members: Clarissa Fleming, Beth Burrus

Staff: Cher Perry

- I. **Welcome, Call to Order, Pledge of Allegiance:** The 7th Board 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. Ms. Morman was asked to lead the Pledge of Allegiance.
- II. **Approval of Board Agenda: Action: Mr. Sherlin asked for any additions to the agenda and there being none, he moved that the agenda be approved as presented. Mr. King provided the second for the motion. Motion carried unanimously (10 – 0).**
- III. **New Board Member Nomination, Allene Adams: Action: Mrs. Jamison introduced Mrs. Adams, cited aspects of her resume which had been distributed and moved that Allene Adams be approved as a new Board member whose term was to end in 2021. Mr. Tucker Mann provided the second for the motion. Motion carried unanimously (10 – 0).**
- IV. **Approval of March 15, 2018 Board minutes: Action: Mrs. Jamison presented the minutes of the March 15, 2018 meeting and moved that they be approved as presented. Mr. Kamyra provided the second for the motion. Motion carried unanimously (10 – 0).**
- V. **Principal's Report:**

Mrs. Fleming highlighted important dates on the May calendar to include: May 7 – 9 for EOG Mock Testing; May 7 – 11 designation as Teacher Appreciation Week; May 14 as the beginning of EOG Afterschool Review Sessions; and May 21 – 23 for EOG Mock Testing. Mrs. Fleming further noted that the Title I Audit is complete with no findings and positive reflection of Hope. She and Mrs. Perry provided updates on the following:

- a. **Leadership Day (March 22)**
 - More student leadership this year in larger tasks of logistics, audio-visual, setting the agenda, etc.
 - Hosted several schools in the beginning of TLIM program and afterward provided a one-on-one Leadership meeting session for one school.
 - Summary data of evaluation and survey forms was overwhelmingly positive
- b. **Track-out Camp (March 26 – April 12)**

- Highest attendance was 31 students; 3rd grade had highest attendance with about 7 students daily; 4th & 5th averaged about 4 to 5 students daily; and K – 1st ranged about 12 to 15 students daily.
- The partnership with Own Your Dream was unsatisfactory and was terminated after 1 and ½ weeks of service with Hope track-out staff and administration running the remaining camp for the full day.
- Looking closely at Grade 3, students who attended were the low (level 1 MAP achievers) that needed intense support to show growth from the BOG reading assessment; foundational skills were covered along with weekly assessment to better determine retention of the information reviewed.
- For 4th Grade attendance was a mix of high and low level students; camp allowed an advantage with small group instruction and the ability to individualize support with drills, guided practice and independent practice of skills that were lacking according to most recent MAP data; vocabulary was a major focus for ELA and geometry for math.
- In 5th grade attendance was primarily high to on-level students who were in need of needing support for growth; fractions were a major focus in math and craft and structure for ELA.

c. Astronaut Melvin’s Visit (April 12)

- Mr. Melvin spent 2 hours at Hope for a program where students greeted him; shared information about Hope’s Leader in Me Program, presented him with a gift and heard remarks from him that inspired STEM careers and proficiencies in math and science.
- After a catered lunch, he toured classrooms where students presented findings of science experiments (2 of which were from his book, *Chasing Space, Young Readers Edition*); He provided feedback on the results and answered questions they had about the experiments and his space travel; each student received his book and a backpack from NASA.
- This project was sponsored through and underwritten by the Raleigh (NC) Chapter of The Links, Incorporated.

d. Historic Raleigh Trolley

- Grades 2 to 5 Enrichment students and the Social Studies class at William Peace University who were the speakers on the tour completed a project where Hope students had the opportunity to learn about Raleigh landmarks such as Peace College, Governor’s Mansion, First Baptist Church , Pullen Park, Dorthea Dix Campus, Shaw University and Oakwood Cemetery to name a few.
- In addition, 3rd and 4th grade students took a tour to Manteo where they visited the wetlands and the NC Aquarium through a grant from DPI and the NC Aquarium Society.

e. Office of Charter Schools Renewal Visit (rescheduled from April 20)

- The April visit has been cancelled and the reschedule date will likely be in the fall given the EOG testing preparation/season that is approaching; site visits in the fall prior to the CSAB’s meeting will maintain the renewal policy and process for any school affected. The OCS will notify Hope of the new date prior to year end.

f. 2018 – 19 School Calendar: Action: Upon presentation of the 2018 – 19 Hope Calendar by Mrs. Fleming, Mr. Sherlin moved that it be approved as presented. Mr. King provided the second for the motion. Motion carried unanimously (11 – 0).

- School Improvement Team created the calendar for the coming year to meet the charter school requirements of 185 school days or 1,025 instructional hours. The Hope calendar has 177 school days and 1,058 instructional hours. Calendar is attached to the minutes.

g. Applications and Enrollment Projections for 2018 – 19

- The goal of 137 students provides a cushion for “no shows” and students who may leave within the first few days of school; the EC count is 16 students; the waitlist has 38 students from K to 5 with no available seats in 2nd or 3rd grades.

h. Y – Learning Update

- Program is at 50% of staff and still experiencing some concerns; the time allotment of 1 hour for academics is divided into 2 – 30 minutes segments of Study Island and hands-on activity; currently Hope is staffing the after-school care with volunteers as the Y program is only providing 1 counselor in each huddle and Eagledemics, Hope’s tutoring program, is being utilized.
- Mrs. Fleming and Perry are working to make it better and align it with the needs of Hope students; while there is agreement for a summer meeting, Mrs. Fleming is requesting a meeting now to address current needs to the end of the school year.

i. Academic Update

- Operation Team Go has officially begun; academic families have been created and they will stay together from now on; intervention/support grouping has started; the Intervention substitute, classroom teachers and IA’s are all facilitators; mock EOG’s will take place May 7 and 21; Mrs. Perry is working with bubble students (those who are close to moving up a level) and making changes to the groupings as they occur; parents have been included as materials (EOG Power Words, Concepts, Text features, etc.) have gone home from Mrs. Fleming giving them instructions for how they can help their students; **EOG testing will take place June 18, 19, and 20.**
- Most recent MAP (March 2018) reflects literacy is low and math is high in the growth analysis; in 3rd grade 94% of students showed growth in math, 29.4% showed growth in reading; in 4th grade 80% showed growth in math, 43.7% showed growth in reading; in 5th grade 100% showed growth in math, 57.1% showed growth in reading; the instructional team is strategizing to insure that the growth in literacy is comparable to the growth in math.
- Comparisons of testing time periods also has created a misalignment for testing data; data meetings with staff in 3rd, 4th and 5th grade staff confirmed to defer mock EOG in April to May for a comparable to May 2017.
- Major achievement gaps in ELA are vocabulary and understanding informational test; in math the gaps are numbers and operations with emphasis on fractions; for ELA continued small group instruction, weekly vocabulary, daily reading and strategic grouping are being intensely implemented; for math small group instruction, skill & drill, daily problem solving and strategic grouping is utilized as classroom strategies as well as curriculum changes to address the gaps being employed; Mrs. Fleming and Perry are consistently performing observations to follow up.

VI. **Education committee**—Mrs. Jamison’s report from the Education team meeting on April 18 included most of the items in the Principal’s Report with the exception of a short discussion about the need to market the school more intentionally in community-based publications and outlets such as the Carolinian to maintain awareness of Hope’s program. The April meeting of the Education team is the last one of the 2017 – 18 school year.

VII. **Personnel**—Ms. Morman reported that Personnel committee representatives (she and Mr. King) will meet on April 20 with staff concerning the increases for health care benefits for the coming school year and beyond. Some of the future realities with health care increasing by 22% this year and potentially another 9% next year will demand that Hope investigate more affordable care which may mean some contribution from staff to maintain the health care benefit. The discussion is intended to provide an overview and perhaps to begin a dialogue of how School leadership—the Board, the Principal and the committee chairs—work together to provide benefits that are of value to Hope staff and their families and that are affordable for the school. The

discussion was well received and accomplished the goals of the committee with the necessity of further follow-up at year end.

VIII. Finance/Development—Mr. Tucker Mann a member of Finance and Development reported the following:

- While we are still a little short in development efforts, the current fund raising goal of \$200,000 is in sight as there are commitments in place to bring the remaining funds to be raised to \$32,000.
- Development is working with a seasoned professional in school fund raising to enable Hope to meet its goal.
- The marketing and communication efforts will be strengthened by aligning TLIM program to development efforts.
- Grants will assist in some categories to bring them under budget decreasing the overall budget deficit and the remaining fund raising dollars.

IX. Transportation/Facilities –Mr. Sherlin reported the following:

- There have been no problems with the bus or bus service and that it continues to operate without incident with excellent service provided by Elite.
- **Security Checkup report**--Hope has received a request from the Raleigh Fire Station #3 to meet with school administration about emergency situations that would arise in school and require the services of first responders. The goal of the meeting would be to exchange information such as best access/entry points for first responders, locations of student evacuation sites, what is being taught as best practices to students and staff, answer any questions, and review any plans that have been established. Hope will be providing some dates and times for Station #3 to meet with school administration and leadership and members of the Building committee and School Improvement Team. Hope has already had this meeting with Raleigh Police Department in February.

X. Old Business--None

XI. New Business—Creation of Hope Advisory Board: Action: Mr. Tucker Mann moved that the creation of the Hope Charter Leadership Academy Advisory Board as recommended by the Executive Committee be approved as presented by Ms. Morman. Mr. Kamyra provided the second for the motion. Motion carried unanimously (11 – 0).

- Ms. Morman presented the structure for the proposed Advisory Board that has been recommended by the Development and Executive committees. The structure sets forth the number of members, the service terms, community engagement and approval process. Along with the structure, a list of expectations was developed for the Board. The structure and expectations of the Board is attached.
- Ms. Morman noted that several nominees for the Advisory Board will be presented before the close of the school year.

XII. Executive Session: None necessary

There was no further business. **Action: Mr. Sherlin moved that the meeting be adjourned. Mr. King provided the second for the motion. Motion carried unanimously (11 – 0).** Mr. Sherlin adjourned the meeting at 9:40 a.m.

Upcoming Board meeting dates: (Thursdays) – May 24, and June 28.

Submitted by: Pamela Jamison