



FRAZIER PREPARATORY ACADEMY
REGULAR MONTHLY MEETING OF THE SCHOOL BOARD
 3711 W. Douglas Blvd.
 Chicago, IL 60623

Meeting Minutes
July 14, 2015

1. Call to Order:

Official Quorum was reached during meeting - Meeting was called to order at 6:15pm by Mr. Steele. Modified Agenda provided by D. Tignanelli used to conduct meeting. After quorum of meeting was reached, chair revisited items on agenda which needed approval.

2. Roll Call

Name/Office	Present	Absent	Excused	Dial-in
Robert Steele, Chairman	X			
Cleophus Lee, Vice Chairman	X			
Vachon Harper-Young, Treasurer	X			
, Secretary				
Nedra Joiner, Member	X			
Tommy Moore, Member	X			
Vincent Hardman, Member			X	

3. Public Discussion

Sheffea Wright introduced herself as a potential candidate for HOS. Mr. Steele introduced himself and members of the board who were present.

4. Approval of Minutes

R. Steele

Moved by T. Moore and seconded by N. Joiner to approve the June 9th 2015 minutes. Minutes approved by the board unanimously.

5. Old Business

Parent Involvement Initiative

T. Tharpe/N. Joiner

Re-enrollment is currently at 342 students. Max students per class is 25 per classroom. Current numbers: 8th = 41, 7th = 42, 6th = 41, 5th

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= 38, 4th = 50, 3rd = 40, 2nd = 46, 1st = 34, K = 20 and Pre-k = 11/20. There are a number of parents (50 students or so) who did not complete re-enrollment forms. We expect numbers to grow. Mr. Steele advised there was a community health fair planned this coming weekend with Advocate on 16th street 10am to 3pm. Suggested we set up a table at the fair.

Ms. Tharpe advised she is working with the company who will install signage. Working to get this expedited.

A. Construction Update

T. Moore

Mr. Moore had no updates.

6. New Business

A. Head of School Report

D. Tignanelli

Mr. Tignanelli reported that Pansophic is due to close the deal in the next 5 to 10 days. However, there are some official contracts that need to be signed before they can close. He also reported that the literacy curriculum will come from Pansophic for K - 8. Professional development will be required. Smart boards to be installed with training, in all classrooms. These are critical initiatives that will effect pre-service for staff. Mr. Steele wanted confirmation that we currently have two functional smart boards at FPA. Donn reported that 18 required for K thru 8 classrooms. These will be the same product across the board in every class. They will be mounted to the wall in core classrooms where literacy is held. The Spanish and Computer Labs will also have smartboards. When smartboards on are carts they have to be recalibrated and different adjustments that are required which cause interruptions in the instructional process. When they are stationary they are much more effective. If this is in the contract, this will be no cost to FPA as this is part of the curriculum support from Pansophic.

B. Leadership Team Reports

CIS – No Report. CIS on leave

BIS – No report. BIS no longer on staff.

C. RVP Report

D. Tignanelli

The auditors will be on-site on 7/15 to review records. Telephone interviews for HOS in process. 25 Applicants has been narrowed down to 8 to 10 candidates who will be on-site for interviews on 7/23 from 8am to 6pm. The interviewing panel will consists of, leadership team rep, a board rep, parent rep, two teachers (1 elementary and 1 middle school) and a student rep.

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This group will be narrowed down to two or three to go before the board in an interview session. RVP wants to have HOS in place by 8/1. However, Mr. Moore advised we are in no rush as we need to get the best person in place not just a body.

Mr. Tignanelli advised that the board that the team has been working and utilizing the data from NWEA for achievement purposes. The team has identified information for our benchmark grades where our students are in standing today for projected promotions in 2016 to the 9th grade. He has reviewed the NWEA scores, grades and attendance. See the RVP report for how the numbers are broken down. Every grade will receive this data and will work with this during pre-service. Mr. Steele asks how to we incorporate new students to FPA into this data. Donn advised that the grades, attendance data and NWEA scores will come from the previous school. This can be added without problems.

Teacher Vacancies – We should get confirmation from our Kindergarten teacher tomorrow 7/15. There are vacancies at 4th grade, 5/6th grade science. Vacancies in general education program that are not filled yet. Donn found out at the budget meeting that we were given funds for one more special education teacher. We will now have 4 special education teachers for the upcoming school year. The position will be posted tomorrow.

Week of Aug 17th – New teachers will come in for pre-service

Week of Aug 24th – All staff return for pre-service

Donn reviewed parent surveys that were received at the end of the year. Donn also mentioned that we need to service parents on the first floor. Parents are not happy with going to the 3rd floor. Parent Liaison and satellite office will be housed on the first floor. There will be some room changes in the upcoming year. The team is moving classes around to make room and to put the kindergarteners in a larger classroom.

Pansophic combines the Asst. Principal/Trainer. The job description for the trainer position will be sent to the board.

D. Financial Report (June 2015)

V. Harper-Young/V. Hardman

Mrs. Young advised that we do not have financials for the month of June as Mosaica is closing out the year. However, she did have the engagement letter for the audit. She also, advised that we need to take a look at possibly going with another auditing company for budget purposes. Mr. Steele advised that we had a previous auditor the first two years. We should consider a new firm or bid out the service.

Signature cards updated to remove Barrett.

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7. Announcements

N. Joiner has taken on role of board secretary moving forward.

Meeting was adjourned at 7:46pm

Next School Board meeting is Tuesday, August 11, 2015

Action Items

Topic/Task	Responsible Party