



**FRAZIER PREPARATORY ACADEMY
REGULAR MONTHLY MEETING OF THE SCHOOL BOARD**

Meeting Minutes

September 15, 2015

Frazier Preparatory Academy

3711 W. Douglas Blvd.

Chicago, IL 60623

1. Call to Order:

Meeting called to order by Mr. Steele at 6:10pm. Secretary Joiner takes roll call for the board of directors. Mr. Steele announced that Ms. Roldan’s title will be changed to Dean of Student Academics instead of Trainor.

2. Roll Call

Name/Office	Present	Absent	Excused	Dial-in
Robert Steele, Chairman	X			
Tommy Moore, Vice Chairman	X			
Nedra Joiner, Secretary	X			
Vincent Hardman, Member	X			

3. Public Discussion

No public Discussion

4. Approval of Minutes

R. Steele

Moved by V. Hardman that we accept board minutes from Aug 11, 2015 and seconded by T. Moore. Minutes approved by the board. Motion Carried

5. Old Business

Parent Involvement Initiative

T. Tharpe/N. Joiner

Ms. Tharpe advised that the FPA website has been updated with the Board of Directors profile information. Update for Parent University Café (PUC) – 2 additional chairs donated by parents Nedra Joiner and Catrice Giles. PUC Signage will be installed week of September 21. Ms. Tharpe, Pastor Moore and Ms. Joiner to discuss décor and room arrangement. PUC – Unveiling Wednesday, September 23.

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Ms. Tharpe is looking to establish FPA (PUC) as an Adult Education Site co-partnered with Malcolm X College. She also met with Michael Jones who is the community partner coordinator at Malcolm X. She completed the off-site profile information and is awaiting approval for step of processing. FPA is an off-site campus that meet the following requirements: →ADA Accessible → Computer/Technology Space →Classroom Space (Facilities) → Security presence/visibility. Programs offered: →Adult Basic Education (ABE) →High School Equivalency (GED) → English as a Second Language (ESL).

Participants in the program are considered Malcolm X students and will be issued Malcolm X College ID Cards. In addition to full accessibility to Malcolm X College's main campus. A minimum of 40 participants are required to begin courses. Malcolm X College to provide all marketing materials. Upon completion of programs students are able to transfer to any CCC (City College of Chicago) to enroll in the following programs: → Basic Certificate → Advance Certificate (2-8mos) → Associate Degree (min of 24mths).

FPA Provides: → Site Coordinator →Supervisor →Custodial → Security.

A. Construction Update

T. Moore

Pastor Moore advised that we are continually working with FIT Technology to resolve several issues. Teachers are not able to print from their laptops due to connectivity issues.

- FIT will be providing onsite person during school hours Monday-Friday to deal with any IT issues.
- 4 new SMART boards (Mobile) are ordered to be shipped to FPA. Timeline not known due to back order.
- IT infrastructure to be installed early October 2015.
- Security issues have been resolve as it relates to monitoring through cameras and telephone at security desk
- I was ask to work on a process and procedure for printing with all respective parties.

6. New Business

A. Principal/Head of School Report

T. Brown

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Mrs. Brown gave a recap of the current enrollment numbers. We currently have 403 FPA scholars enrolled. However, 427 is what CPS reports. Our low numbers are 29 students for Kindergarten and 29 students for 1st grade.

We currently have two open positions: 3rd grade and 4th grade. Lawn signs were strategically placed in the surrounding community advertising our school and open enrollment.

Mrs. Brown met with Pansophic and FIT Technology regarding day-to-day technology support for FPA. She also met with Brian Dahlin (Aramark Custodial Manager) on 9/8/15 regarding the uncleanliness of the school. Met with lunchroom manager Bridgette Brown regarding breakfast and lunch expectations.

Her report provides details regarding her 90 Day Principal Entry Plan. Professional Development calendar due date 10/1/15. Response to Intervention/MTSS/Academic Supports for students will be tiered for each content area after fall NWEA assessments. It was noted that Tier 3 students require intensive support. Students in a Tier 3 group will have an Individualized Learning Plan (ILP) for growth.

B. Trainor Report

C. Roldan

NWEA testing window now through October 2. Baseline RIT scores will determine grouping for MTSS. Moving from a weekly lesson plans to 5 week unit plans. First ILT meeting will be held on Wednesday, September 16 to discuss/implement data-driven classrooms.

C. Dean of Students Report

T. Lang

Dean Lang gave a brief overview of the first week of school. Also advised that he would have the discipline referral information available to staff by September 18.

D. RVP Report

D. Tignanelli

Program Design: Revisions to the 2014/2015 were submitted to CPS prior to the September 9 due date. Plan is under review by CPS. Program Design amounts will be adjusted in accordance with the 20th day count. Based on initial enrollment counts, Title I, Title II and SGSA funds will be reduced which may have impact on staffing and programs.

Smart Boards: FIT technology reviewed communication regarding the installation of the SMART boards in classrooms. FIT felt the simple solution to the problem relating to installing the equipment on top of existing white

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boards will be the use of brackets that will be secured to the wall over the whiteboard. The plan that was originally submitted by Cynthia Gonzales will be used for the installation of the first shipment of SMART boards. They will be installed in grades 5/6 and 7/8 science classrooms and grade 3 classrooms.

ACCEL schools training: A training team from Columbus Preparatory Academy will visit FPA to train staff on the implementation of the ACCEL schools model. The team will provide training and will share information regarding the academic expectations and academic climate from the highest performing charter school in Ohio. The target date for training is first week of October after NWEA assessment window closes.

E. Financial Report

V. Hardman

Pastor Hardman advised that we were in good shape.

7. Announcements

Meeting was adjourned at 7:42pm

Next School Board meeting is October 13, 2015

Action Items

Topic/Task	Responsible Party
Computer Printing	Pastor Moore
By-Law Correction Review	FPA Design Team
Wish List	Mrs. Brown