

# REGULAR MONTHLY BOARD MEETING AGENDA



FRAZIER PREPARATORY ACADEMY  
3711 W. Douglas Blvd.  
Chicago, IL 60623

Meeting Agenda  
Tuesday, May 9, 2017

## 1. Call to Order 6:10pm

## 2. Roll Call

| Name/Office                | Present | Absent | Excused | Dial-in |
|----------------------------|---------|--------|---------|---------|
| Robert Steele, Chairman    | X       |        |         |         |
| Tommy Moore, Vice Chairman | X       |        |         |         |
| Vincent Hardman, Treasurer |         |        | X       |         |
| Nedra Joiner, Secretary    | X       |        |         |         |
| Kevin Bailey               | X       |        |         |         |
| DeShon Carr                |         | X      |         |         |

## 3. Public Discussion – No public discussion (None)

## 4. Chairman Report

R. Steele

## 5. Approval of March & April 2017 Minutes

N. Joiner

Pastor Moore moved that March and April 2017 minutes approved. Second by Kevin Bailey. Motion Carried.

## 6. Financial Report (April 2017)

V. Hardman

Financial report for April 30<sup>th</sup> 2017 – No major deviations in relationship to the budget. Income from all sources are on track and disbursements are in line. Financial budget for 2017-18 school year preliminary budgets are required by June 2017. We can vote to get the preliminary budget approved. However, a piece from CPS is still forthcoming and needed for completion of the budget.

- a. School Audit Selection – Recommendation that we stay with ORBA. They have experience with FPA and there is no difference in the work to be performed from them than his second choice. Others were ruled out so therefore we will stay with ORBA. Pastor Moore made a motion to stay with ORBA and seconded by Kevin Bailey. Motion Carried.

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- b. Check Signing and Credit card update – due to a mix-up at BMO Harris Bank our information went to the wrong person. Check signing paperwork should be complete this week and credit cards should be received shortly. The management fee for the month of March and April will be recommended for payment by the end of the week.

Pastor Moore inquired about the additional fee from the other auditing companies for filing the 1099. Chairman Steele advised that ORBA includes the filing fee for the 1099 in their quote. They provided us with a quote for a 3-year period and provided us a discount at a flat rate for the 3-year period. We cannot vote on the audit selection until we have a quorum on-site.

### **7a. Old Business**

Parent Involvement Initiative

T. Tharpe

- ❖ Report card pick-up was Wednesday, April 19<sup>th</sup> (Qtr. 3) was quite a success. FPA's administrative team welcomed each parent as they entered. Parents had an opportunity to visit and make use of our new MAC technology lab. Prior to visiting their child's classroom, the 2017 My School My Voice Surveys were set up electronically for parents to cast their opinion of Frazier Prep Academy.

- ❖ **Donuts with Dad - Monday April 24, 2017**

FPA hosted its annual Donuts with Dad breakfast. Fathers, grandfathers, uncles, big brothers, and other positive role models attended the morning meeting. Principal Payne encouraged all in attendance to continue to play active roles in the scholars' lives and educational experience. Hosted by: Ms. Tharpe; Assisted by: Ms. Williams, Ms. Adams, FPA scholars and moms.

### **3<sup>rd</sup> Quarter Awards Assembly**

- ❖ **Friday-April 27, 2017- 900am**

Parents and special guests were invited to attend an all school honor assembly recognizing those scholars who have achieved academic excellence. Scholars in grades K-8 were recognized for their achievement in earning All "A" and Honor Roll Scholars "A-B" honor roll. Each scholar was recognized for their achievements with certificates. Principal List scholars were adorned with Medals and Honor Roll scholars were awarded mini-replica trophy cups. Parents: Hosted by: Admin Team

### **Scholar of the Month Breakfast**

- ❖ **Friday-April 28, 2017-845am**

March: 9-Scholars of the Month were recognized during breakfast at the Chicago Hope Café. Hosted by: Ms. Payne; Attendees: Ms. Tharpe, Scholars, and Parents

### **National Educators Day**

- ❖ **Tuesday May 2-**

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Lunch was served in honor of our FPA staff members in observance of National Educators Day. Hosted by: FPA Admin Team

### **Upcoming Events:**

- 5/8-5/12- National Teachers Week
- 5/16-6/2- NWEA TESTING
- 5/19- 8<sup>th</sup> Grade Class Trip- Milwaukee, WI

### **7b. Board Seats (Angelique Orr)**

R. Steele

Chairman advised that we lost a couple members K.C. Hagan and Angelique Orr who resigned due other responsibilities. We need to fill seats in the areas of Legal, Finance, Education. We have up to 9 slots to fill and board chair would like to fill them in the next 30 to 45 days. It is not a rush as we come up to the end of the school year. If we can get recommendations, then the interview process can start. We hope to have new members on board by the start of the 2017-18 SY.

Chairman Steele thanked all members who participated in our board strategic planning retreat that was held on Saturday, May 5<sup>th</sup>. We worked on the past, present and future activities regarding Frazier Prep Academy. The ability to give compliments and support was great. We need to build our future based on the information that was shared at the retreat. One big take away from the retreat was a Frazier Prep High School. We have to seriously consider as we move forward and also drive STEM to what we're doing in our school environment. Very important to lead children to where the jobs will be in the future. There is a coding company paying people to take coding classes because that is where a lot of jobs will be in the future.

### **New Business**

#### **A. NWEA Testing Update**

P. Payne

NWEA 2wk window for testing 5/16 thru 6/2. Staff has received PARRC testing schedule. 3<sup>rd</sup>, 6<sup>th</sup> and 8<sup>th</sup> are benchmark grades who have a deadline of June 1<sup>st</sup>. Other grade levels have into the first two weeks of June to complete their exams. Ms. Adams has been wonderful in helping with the NWEA scheduling. Mrs. LaTarsha Williams has been great in making sure all accommodations are in place for our history makers. IT making sure technology is on point for upcoming testing. We're hopeful there are no technology issues with upcoming testing. We don't have all of our access points in place so we have had to borrow some.

#### **B. Strategic Planning Recap**

R. Steele/D. Tignanelli

Currently in process of getting all notes together and coming up with next steps. Internally, the team had identified a follow-up dates in July (15<sup>th</sup> & 22<sup>nd</sup>) to reconvene. Also, Ms. Joiner recommended that the team meet

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quarterly (1/2 day Saturday session – Oct/Jan/May). Target dates so we have opportunities for dialogue. We have some marching orders for the short term and a great deal of information to start working on the 5yr plan. Chairman Steele advised we could rotate our staff members to be part of the strategic plan. We want them to be a part of the discussions especially the parts that were “teacher essential”.

### **C. Grant Approval Interview**

May 10<sup>th</sup> – Charter school implementation grant interview. They will want to see the technology and the curriculum. We have asked some of the staff Mr. Jones will show a 6<sup>th</sup> grade demonstration as part of the technology lab and Ms. Golson (Teacher Representative). Pastor Hardman will be our board representative. Kristin Lemay will provide copies of invoices and represent finance. Ms. Payne, Ms. Williams and Donn will be available for answering questions. They want to know how we found out about the grant, why we decided to pursue it and what the process was like. One issue Donn will mention is the fact that we were told we had to spend all of our funds by January 6<sup>th</sup>. However, we did not find out information until the beginning of December. It was due to the fact that we were given a 6-month turnaround. Issues we experienced was that their website was down for one month. It is nice and refreshing to see our students utilize the new IPAD's.

### **D. Tignanelli**

### **D. Administration**

Instructional leadership – we are ready to embark on NWEA on May 16<sup>th</sup> for two weeks. We had a team of teachers who have stepped up to host two sessions per week for our scholars who have lower scores 24<sup>th</sup> percentile. Ms. Golson is one of those teachers who helped. Ms. Moore, Mrs. Hightower, Mr. Dixon have all done a great job in helping our scholars. Once NWEA is completed, Dr. Payne will begin her year-end evaluations. An official 1<sup>st</sup> hire for the new school year. Ms. Tiffini Hyatt as the newest kindergarten teacher. Recruitment for new school year we have received 16 applications in. Interviews to be scheduled.

### **P. Payne**

School Culture – Donuts with Dad was a huge success. Dr. Payne didn't expect the turnout we received. She expected about 10 parents but was overwhelmed by the Dads and male figures who showed up. Very interesting to learn the relationships between our scholars and dads.

Scholar of the month breakfast at Hope Café. Breakfast will be served to our staff for educator's week.

Strategic planning session with Accel (Ms. Williams) on how to market our school. We can add letters to the windows on Independence to let people know there are two schools in our building.

- Professional Development: Deliverables from the Chicago: A City of Possibilities unit were presented during professional development sharing authentic student work at each of the grade levels.

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- Teachers shared posters, essay responses, spoken word videos, student interviews, etc.

Dr. Payne was able to participate in Professional Development at the Inkster visit and leadership meeting. How can we take people's breath away when they walk into FPA?

Chairman Steele advised he had an opportunity to view our message board and noticed there were old activities still listed on the board. We need to keep this up date at all times.

### **E. RVP Report**

EMO Updates – Renewal meeting at CPS on May 12<sup>th</sup> at 3pm detailed information will be shared as it becomes available. It is very exciting to see all activities taking place. Regardless of the changes that have occurred we continue to move forward.

Follow-up to personnel issue that was discussed at the Strategic Planning session to be shared with the board after the meeting.

Pastor Moore asked for an update regarding property search. Bruce Henson is looking at a wider range of approximately 7 to 8 miles which is too far. We have to stay in our radius. We would need transportation for at least 5years if we moved outside of the 2mile radius. We are continuing to search for locations.

Donn advised that that he spoke to CPS finance people who advised us not to plan to far ahead considering the budget will not be available until July with the state of things currently. We are now going into the 3<sup>rd</sup> year of financial crisis with CPS and funding. Chairman Steele advised with budget issues between the Mayor and the Governor. The governor is willing to provide \$45 Million dollars if the Mayor is willing to sell the Thompson Building as negotiations is all a part of the future of our schools. Those dollars would be part of the budget for CPS schools. We need to do some outside work to get additional resources and funding to help our school. We need other organizations to do some investing in our schools.

Donn mentioned that we need to be competitive when it comes to salaries. We have to honor the work our staff has done. We need to have a higher per pupil rate. Chairman Steele advised Illinois is one of the states with the lowest per pupil rate. Average rate around the country to \$10k per pupil.

Pastor Moore asks what about Pansophic and what plans do they have to diversify funding? Donn explained that Pansophic will help with Real estate, find buildings and those kinds of opportunities. Chairman Steele advised that

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Accel or a representative needs to show up at our meetings to see us in person.

**7. Announcements**

Kevin Bailey asked about the accounting firms and what their offerings are? Can they offer a class to us as part of our contract for training for our board and our staff?

Sec. Joiner moved the meeting be closed, seconded by Kevin Bailey.

*Next School Board meeting is June 20, 2017*

Action Items

| Topic/Task | Responsible Party |
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