

REGULAR MONTHLY BOARD MEETING AGENDA



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

Meeting Agenda
Tuesday, March 21, 2017

1. Call to Order : Call to order at 6:05

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 Angelique Orr		X		

3. Public Discussion – None

4. Chairman Report

R. Steele

Attended a meeting with Payne and CPS. Share detail on how charter boards to perform. Several leaders from 10 schools attended, most were not from Frazier Community. Legacy building a new school opening in Sept. We should be cautious they will try to pull students. School located at Spaulding and 22nd Street. Both grade school and high school. We need to be concerned with getting our scholars locked in for the new school year.

We need to recruit more board members. We have had 7 board members over the years. We need to fill some industry spots (education, law, etc). We can go up to 9 board members. We lost our law partner. Need recommendations for new members. There was recommendation of a book called Charter Boards.

We are looking to do a board retreat in the future.

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5. Approval of February 14, 2017 Minutes

N. Joiner

N. Joiner moved that Feb 2017 minutes be approved. Seconded by D. Carr. Minutes approved.

6. Financial Report (March 2017)

V. Hardman

- a. **Account Administration Signature Update** – The numbers are on point, there is no bad news. A copy of financial report sent to board members. Of interest, carry over dollars \$72k from last year that we need to decide what to do with. There are restrictions on how those dollars can be used. Everything else is pretty much in line. Finance department (K. Lemay, F. Williams, D. Tignanelli) does a great job of managing the numbers. Most importantly they know the numbers. Per Steele, CPS adjusted the number of loss per student, went from \$300/pc to \$150/pc. Overall loss is about \$60k instead. CPS suit against the state is still on-going. CPS schools worse funded. Per Donn, they have tried contacting CPS regarding possible school year ending early (June 1st) but no response. Leadership team to come up with plan B just in the event the school year ends early.
- b. **Signature Authority approval** - Paperwork in hand that was submitted by the bank to give signature authority to Patrice Payne and credit cards to both P. Payne and F. Williams. Pastor Hardman moved to have the signature names updated for all three account at BMO Harris Bank. Seconded by N. Joiner to give signature authority to both Payne and Williams. Pastor Hardman stated the bank has the resolution.

7. Old Business

Parent Involvement Initiative

T. Tharpe

Ms. Tharpe was at Penn School for a "Stop the Violence" summit. Sponsored by BBF and Iheart radio. The lack of parental involvement was huge topic. This is across the board where the lack of parental support is available. How can we give parents a forum to speak but we can't draw parents in. Emails submitted to teachers regarding enrollment numbers but we can't get them to respond. How do we change this? Currently, 170 students re-enrolled for 2017-2018 school. Charging our teachers to help push reenrollment by helping to contact parents.

Feb 22nd – we celebrated our 8th grade students with a ½ cap ceremony. 11 scholars out of 49 were honored. Standards were lowered to accept scholars with C's (normally only A's and B's). Fantastic reception and lunch. Steele advised Payne they need to write a letter to parents to help push them to get involved. Have parents respond to have them engaged. A forum is needed at FPA to include middle school scholars / parents to come in and discuss issues. Mandatory meeting for 7th graders only 14 parents showed up out of

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47. Tharpe requested a forum for parents for 6th, 7th and 8th grade scholars. D. Tignanelli asked about a speaker who can come out and speak to the issues. T. Moore suggested a forum being held to speak with community leaders. Tharpe suggested we have this forum for FPA parents only to start. Joiner suggested we continue to try to unfortunately, the same parents will show.

High school acceptance process has begun. Scholars are excited. T. Moore asked about scholars honored at ½ cap ceremony. Tharpe confirmed there are more than 11 scholars graduating. Payne and Tharpe meeting with parents whose students are in jeopardy. D. Tignanelli advised he is seeing the same issues with lack of parental support.

Steele suggested we invite Phil Jackson from Black Star Project to help speak on these issues. T. Moore asked what Pansophic/Accel is doing about these and what level. 5yr Strategic plan must include parental support initiatives.

Annual Event Update

R. Steele

Accel Schools Update

D. Tignanelli

B. Stenson who was here in Feb will come back in April to provide an update on survey used for buildings available to help us as we move toward strategic planning. What type of building we want to look at for Fall 2018 and beyond. M. Flora from finance is helping with searching for local firms for audit. Two firms have responded back. First firm to respond is the firm we currently use. New Marketing rep hired at Accel. She will come out in May to meet the team. We have a bunch of schools in our area and everyone is competing for students. T. Moore stated that moving to a new campus should be put on the front burner.

New Business

A. INCS Staffing event update

P. Payne

Donn, Felicia and Payne attended INCS teaching fair. 6 applicants who Payne was drawn to. Optimizing our lower primary grade levels. Feels strongly several promising candidates. Payne has done some follow-up. We need to be proactive.

B. School Partner Reception Update

P. Payne

Hosted by Tharpe. Representatives from 2017 presented a presentation. If you want to be an innovative school research states you have to take the parents at a loss. Not that you don't reach out to them, but you still try to get them.

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C. Strategic Planning Update

R. Steele/N. Joiner

D. Head of School Report

1. School Opening Report

P. Payne

School Culture – we’re building it. We are looking for continued ways to increase morale. This Friday, we will celebrate scholars of the month with our Breakfast at Hope Café. Kenecia Moore “Staff Member of the Month”. Focus is on rigor. Our efforts are smart efforts. Focused on using PARCC materials to prepare students. Moving forward with short cycle assessments. Very excited about reading interventions lead by Ms. Adams. Additionally, Fowler did not satisfactorily meet her plan. Plan was extended another 30days to help improve instructional quality and classroom management. Professional Development – creating a school wide approach to increasing literacy.

2. Dean of Academics

A. Jenkins

3. Director of Discipline

Ms. Prokop

Ms. Payne advised that Prokop was not present at school today. Payne will provide an overview. Prokop hosting groups who struggle with conflict resolution.

E. RVP Report

D. Tignanelli

EMO Updates – March 1st Payne and Tignanelli attended human resource fair in Ohio. Focused on hiring practices as well as harassment in the workplace and how to be able to handle those situations. This came right after we received a follow up from Civil Rights request where CPS requested we turn in everything we have in writing on how we hand sexual harassment, sexual violence in the workplace. We had to re-submit paperwork. At March meeting we were informed that we would be part of a new group of schools who utilize the punch in/punch out system. Ms. Williams has been training staff members how to punch and punch out for teachers. For hourly staff, they punch out at lunch and punch in when they return. Everyone has to request time off. Ms. Williams will give initial approval then sent to Ms. Payne. The first week will be a test period. This will be a change for staff. If you don’t punch in then people don’t get paid. Donn asked if we could wait for September but was told no. Advanced accreditation process form received.

Pre-k program moving to department of family services. Forms completed, this process seems to be painless. Care over money from SGSA is allowing us to get through to the rest of the year. Plan is to take one teacher out of general fund and will get paid out of SGSA. Mr. Powell is coming back and he will work with our students who require extra support. He will be here Wednesdays, Thursdays, and Friday. Mr. Powell can be of great support as we come up to the last quarter of the year. Please visit our new computer lab when time permits. Very excited about our new computer lab. Donn spoke to Mike Flora today and he has encouraged us to move away from a

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petty cash account. Use a text card instead. This is what most schools are using.

8. Announcements -No Announcements.

N. Joiner moved meeting be closed. K. Bailey seconded motion. Meeting adjourned at 7:05pm.

Next School Board meeting is April 04, 2017

Action Items

Topic/Task	Responsible Party