

# REGULAR MONTHLY BOARD MEETING MINUTES



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

## Meeting Agenda

*Tuesday, March 22, 2016(rescheduled from March 8, 2016)*

### 1. Call to Order 625 pm

### 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, Member			X	
Deshon Carr, Member		X		
Kathleen "KC" Hagan, Member		X		
Angelique Orr, Member	X			

### 3. Public Discussion – Presentations

- Antonio Williams – invited by R. Steele. Non Profit providing an array of trainings. BEB: Blacks Empowering Blacks. Male Empowerment Construction. Offering different types of training for community free and/or half cost.
- Jackie Mattmuller: Kindergarten instructor, K-2 Team Lead. Book Fair this week, Family Literacy Night 3/23, Spelling Bee by grade level. 2K grant from Peggy Nature Museum. 3 art grants entered. Davis art curriculum 6 month subscription to art snippets. Ms. Mattmuller would love to invite an author in for students. However, cost would run about \$2k. R. Steele suggested we do fundraisers instead of asking families to pay.

### 4. Chairman Report

R. Steele

### 5. Approval of February 12, Minutes

N. Joiner

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- Move to approve minutes N. Joiner. 2<sup>nd</sup> T. Moore. Motion approved.
- 6. Financial Report** (February 2015) V. Hardman
  - Held until April meeting
  - a. FPA 2016 Budget Update
  - b. Account conversions Credit Cards V. Hardman
  - Signatories approved
  - c. Corrective Accounts Internal Operations
  - d. **Verizon Contribution** D. Tignanelli
    - ◆ 1 application submitted for CPS. Follow up on when payment is to be received.

### **7. Old Business**

- Parent Involvement Initiative T. Tharpe
- 70 parents have visited: resume preparation, tax preparation, fax submissions.
  - 02/26 1<sup>st</sup> Half Cap Ceremony. PUC turned into reception hall. 15 scholars and their parents exclusively invited to attend luncheon.
  - 02/25 – 8<sup>th</sup> graders attended 1<sup>st</sup> College tour. Loyola University Chicago. Invitation through Empowerment Pipeline: Paige Gardner contact.
  - 43 enrolled 8<sup>th</sup> graders, everyone has been accepted to high school. 15 recognized for academic achievement. 4 students will age out. 5 scholars must attend summer school in order to graduate. 3 scholars on a strict plan.
  - 05/20 8<sup>th</sup> grade trip to Detroit, MI. Charles H. Wright Museum, Motown Museum, end at Dave and Busters
  - 06/08 8<sup>th</sup> grade Banquet Skylight Banquet Hall in Berwyn
  - 06/14 Commencement 6 pm @ Frazier Prep
  - PowerSchool: we now have access to invoice parents/families for all fees associated with Frazier
  - CPS Benchmark promotion policy for grades 3, 6, and 8: met with all parents in Oct, Nov, and Jan.
  - Black Star Parent University partnership in the works
  - A. Orr to be in contact w/Tharpe regarding Malcolm X GED program. Possible 15 participants required to move forward.

- Gym floor improvement/Lockers Update T. Moore
- D. Tignanelli: funding now limited from CPS due to budget decrease. Gym Floor cost approx. \$11,000. Locker cost approx.. \$16,000

- Audit Update R. Steele
- R. Steele and D. Tignanelli to follow up on audit information.

### **New Business**

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### A. Staffing Updates

D. Tignanelli

1. Staff Alignment at Frazier Prep
2. Saturday School Update
  - 27 scholars who attend every other Saturday
  - Beyond academics, also offering mentoring. Looking to open further for "Open Gym" so scholars have somewhere to go.
3. Update on After School Programming
4. Teach For America Contract 2016-2017
  - Contract signed on annual basis
  - Very rigorous Professional Development program through TFA
  - 3K fee per teacher to TFA, but we also have a competitive salary.
  - Accel requires COO sign contract with Board approval.
  - Looking to add 2 TFA members for the upcoming schoolyear
  - Motion to approve contract for 2016-2017 school year. T. Moore motioned to move forward for approval of contract with TFA. 2<sup>nd</sup> A. Orr. Motion approved R. Steele

### B. EMO Introduction

M. Flora

- Omitted at this time, not present

### C. Head of School Report

T. Brown

1. 2<sup>nd</sup> Semester Updates
  - 04/04 Start of PARCC Assessments
  - 03/31 Spring Fling, outdoor attendance, behavior incentive
  - Attendance Goal: 98% Current YTD: 96.45%
  - 02/19 2<sup>nd</sup> Quarter Awards Assembly and Half Cap Ceremony
  - 03/04 Paragon Night(rescheduled from 2/24
  - Furlough Days for CPS, 1<sup>st</sup> scheduled 3/25
  - Mom social rescheduled due to low participation. Suggestion to offer kid incentive to encourage parent participation and to drop the number of participants.
  - Charter School Teacher Network – organization providing certified substitute teachers. Met at INCS job fair
  - Temp IA vacancy filled by a FPA Volunteer: Ms. Townsend
  - Soft lockdown week of 3/8 due to activity in the neighborhood.
  - Technology updates: New FIT Technology employee Octavio, resigned after 1 week. FIT sending temporary personnel until permanent personnel assigned.
  - Working w/D. Tignanelli on curriculum and what is needed for the 2016-2017 school year.
2. VP/Educational Leader
  - Pocket charts to display data are now displayed outside every classroom. Weekly common assessments displayed in these charts. Monitoring tool and motivation for students. Data displayed using "Secret Numbers" only teacher knows which number belongs to which student.

C. Roldan

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- Bulletin boards outside of classrooms updated monthly and used as instructional model. Grading Rubrics, standard assessed, and feedback on assignment
  - Instruction Coaching Plan Implementation: 4 teachers identified
  - Coaching goals: 8 teachers identified
  - RTI Coordinator: Ms. Adams, utilizing IAs for pull out.
  - PARCC April 5<sup>th</sup>-May 5<sup>th</sup>, testing only Tues-Thurs. 3-4 paper/pencil assessment. 5-8 computer based assessment.
3. Dean of Students/Discipline T. Lang
- Restorative Justice Practice, Peace Circles, Peer Jury
  - Deer Rehabilitative Services: Focuses on anger management, families
  - Alpha to Omega: 1<sup>st</sup> Board meeting 3/21 Board selected consists of 8<sup>th</sup> graders w/6<sup>th</sup> grader apprentice. 24 members
  - Increase in In School Suspensions, Out of School Suspensions, detentions
  - School based peer mediation: Student Council coordinating w/Dean of Students office to mediate issues amongst peers. Sessions held in technology lab to avoid mediation taking place where discipline takes place. Confidentiality agreements with Student peers to promote confidentiality.

### D. RVP Report

D. Tignanelli

- Continued follow up on Title 9 requirements
- Fundraising procedures in place for all fundraising.
- Finance and accounting manual with training to come. Currently in draft format and should be solidified by 16-17 school year
- All personnel files have been reviewed. Background checks being reviewed and reinitiated if too "old" or if any discrepancies exist.
- E-Rate has been filed, however CPS has been accepting/receiving E-Rate funds for past several years. Follow up to locate and receive our E-Rate funds from CPS.
- Aleesa Butler scheduled to arrive 03/23-03/24 to assist with re-enrollment process for 2016-2017 school year. Re-enrollment at 55% last week, currently at 79%.
- Notified end of February by INCS we are eligible for grant 900k as a new Charter (less than 2 years). Claudia Cazida is contact (this is very good for Frazier). Expecting grant application within next week. Typically this grant is a term, with a phase-in process. This grant will allow us to move into a full functioning STEAM school.
- Expected to have draft of school budget for May meeting, for board approval by June.

### 8. Announcements

- Potential walkout scheduled April 1<sup>st</sup> by CPS teachers
- Teacher appreciation week (May) to be hosted together with Herzl to promote togetherness/bridge relationship
- Student suggestions: Breakfast/Lunch with Principal and teachers, better food, return to 4 periods between 5<sup>th</sup> and 6<sup>th</sup> grade classes.
- 4/11 Donuts with Dads scheduled

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- 4/13 Report Card Pick Up
- R. Steele: running for President of all counties of all States. All counties Nationwide.
- What fundraising options are available to bring a children's author to Frazier? 2k is approximate quote given.

7:55 pm Motion to adjourn T. Moore, 2<sup>nd</sup> A. Orr

*Next School Board meeting scheduled Tuesday, April 12, 2016*

### Action Items

Topic/Task	Responsible Party
Follow up on Audit	D Tignanelli
Contribution from Verizon	T. Brown
Follow up on FIT Technology checkins	D. Tignanelli & T. Brown
Follow up on Deer Rehabilitation credentials	T. Lang/T.Brown
Follow up on E-Rates	D. Tignanelli