

REGULAR MONTHLY BOARD MEETING AGENDA



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

Meeting Agenda
Tuesday, November 15, 2016

- 1. Call to Order – T. Moore 6:08p.m.**
- 2. Roll Call – N. Joiner**

Name/Office	Present	Absent	Excused	Dial-in
Robert Steele, Chairman			X	
Tommy Moore, Vice Chairman	X			
Vincent Hardman, Treasurer	X (Late)			
Nedra Joiner, Secretary	X			
Kevin Bailey, Member		X		
Deshon Carr, Member	X			
Angelique Orr, Member	X			

- 3. Public Discussion – N/A** T. Moore
- 4. Chairman Report – No Report** T. Moore
- 5. Recommendation to approve October minutes** T. Moore
 - N. Joiner advised October meetings would need to be reviewed and approved at the December meeting.
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- 6. Financial Report (October 2016)** V. Hardman
 - Monthly finance called held today. Pastor Hardman, K. Lemay, D. Tignanelli, and F. Williams. Numbers in line where we should be. Funding in line and we are a little bit ahead of the pace. Some funds are lagging due to reimbursements.

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- Board voted to make certain adjustments to the Budget, since actual numbers reflect 408 students (not 450 as originally anticipated). This update will significantly cut our numbers. Our financial team was able to make Board approved adjustments to that we run effectively
- We were the recipient of a Charter School grant. \$400k over 36 months. However, \$200k received which helps to offset the money we lost based on enrollment numbers. We are assessing what items we can bring in under this grant. We have a top notch team that handles our accounting records for FPA. Kudos to the team for a great job.
- Audit is complete. No red flags coming out of audit. Auditors to come in December or January to give highlights of the Audit.

7. Old Business

Parent Involvement Initiative

T. Tharpe

- First parent workshop held in October had a great turn out. Partnered with The Black Start Project who facilitated the workshop. Discussion was amazing. One key topic was Success and closing the achievement gap. Parents came up with some fantastic ideas.
- Second workshop – Nov 16th “How to deal with Stress” and Tips on reducing stress.
- First S.T.E.A.M Night held same day as first parent workshop. Interactive program for scholars and parents. Coordinated by Mrs. Harris. 50 to 75 parents to show up at STEAM night.
- First Parent University “Empowerment Breakfast” for dads at MacArthur’s Restaurant. About 8 dads were in attendance. We had some amazing topics, the importance of father’s being involved. Recommendations and suggestions to help take FPA to next level. Thanks to Ms. Joiner who represented the Board of Directors.
- The following week was “Muffins with Moms’ where we had 75 to 100 moms in attendance.
- FPA Gospel choir under the direction of one of our FPA moms. They sang a couple songs at the Muffins with Mom event.
- Reached out to Antonio Williams who is a community organizer for Blacks empowering Blacks. He offered to come out and sow a seed into the life of our scholars. They came and set up shop in the Parent Café and gave free haircuts to some of our scholars (over 25 scholars with permission from parents).
- Upcoming events: First quarter awards assembly at 9:30am on 12/17.

Board Forum

T. Moore

- The board hosted a forum with staff members during their professional development day. We were able to listen to the minds and hearts of the staff and gather some notes. With that said, we started to implement some changes. First, the discipline and school culture. Looking for implementation in November. We want the teachers to have some input before rollout.

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- D. Tignanelli advised lead teachers were given some revisions to the discipline policy that they will take back to their team for review. Input from staff will be given to D. Tignanelli and A. Jenkins. Started meeting with Students in classrooms to advise them about expectations, safety issues (coming and leaving school) and what to do if students are feeling unsafe at school what they need to do.

E-Rate Program

D. Tignanelli

- N/A

Infrastructure Update

D. Tignanelli

- Lockers are in transit from Ohio
- Laminator and 10 folding tables will be delivered in the beginning of October
- Adult men playing basketball over the weekend. CPS does not want building being utilized this way. R. Steele
- New Teachers lounge on first floor
- Is there a warranty for the work done in the 3rd floor Gymnasium? T. Moore
 - Will forward work plan and following up with the process in regards to painting the gym. T. Brown
- The padding will be assessed after the 20th day of school.

New Business

AP/Educational Leader

A. Jenkins

- New FPA Lesson Plan template rolled out to teachers.
- Those staff members (5) who required additional support are receiving that support from Ms. Jenkins and D. Tignanelli. One teacher was given full time support for instruction and classroom management. Two others have been in ongoing meetings/planning for additional support. To date, there are three that will need ongoing support.
- Professional Development – Nov 4th on Skills navigator for short cycle assessments. Teachers expressed that they needed more hand-on practice with this tool.
- Instructional team meetings are taking place every other week. Teacher leads have discussed data from the NWEA, grouping students and collected data based on a teachers' needs assessment. Meetings will continue and be data focused.
- Short Cycle Assessments – Will begin on Nov 28th Results will help identify areas that students are mastering and areas they require re-teaching to move scholars toward mastery.
- Teacher/Staff Evaluations – to begin week of Nov 28th. Classroom will undergo two formal observations based on the Charlotte Danielson Framework for teaching. They will receive one formal observation in the 1st semester and

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another one in the 2nd semester of the school year. Domains 3 (instruction) and 4 (Professional Responsibilities). Evaluations used as on-going tool for continuous improvement. December thru April for evaluations. Evaluations for all staff members. If we want our students working above the line then our staff should be working well above the line as well. Pastor Hardman asks what metrics are in place to monitor students and what students especially since there has been a great deal of change. How is our culture? Transitions and discipline follow-up needs to be tighten. D. Tignanelli expressed his concerns about our strengths and weaknesses. He asked Dr. Bennett to help us in finding out our strengths and weaknesses so we can work on them and be ready for our Charter Renewal. Schedules have been revised to help keep disruptions down and that's too many changes for 4th/5th grade.

- Middle school schedules need to change as well. Donn working with Ms. Patton and Mrs. Harris to revise schedule accordingly.
- Angelique asked has there been exit interviews with parents on the high mobility rate of student departures. Ms. Tharpe advised in the past we have done so, but have not done them this year. Retention plan to be put in place. Most changes occur because parents receive new housing in other areas and leave the community.
- Ms. Joiner advised we had programs in the past that children could join that could help with some of our culture and discipline issues. Pastor Moore advised we are working to get culture and discipline under control.
- A. Orr – suggested we find tools to talk to students and parents to help win our staff and students over.

Dean of Students

T. Lang

- Attendance issues – Tardy students are 1 or 2hrs late for school.
- Girl Talk Program to be implemented. Ms. Adams stated that there should be teachers who have relationships with the students involved in this program. All children are not receptive to all adults.
- Ms. Joiner – asks about in-school suspensions 34 for October. Follows CPS code of conduct. Impact allows step by step consequences.

RVP Report

D. Tignanelli

- Discipline Policy and procedures currently under review.
- Some grant dollars to be used on training for PBIS Champs.
- Staff evaluations mid-year on-going. Board to get reports as updates leading to mid-year evaluations.
- NWEA Goals review with teacher leads and ILT.
- Afterschool programs revised and more tutoring will begin Nov 28th.
- Action Items list for the board: Conflict of Interest Policy and Ethics Policy need to be approved. CPS is keeping tracking and providing information monthly on what they require for monthly upload.
- Board needs to approve Budget for the grant.

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- We are funded for our social studies curriculum. Order to be placed this week and received before the holidays to help staff get ready for when scholars come back after winter break.
- New computers to arrive hopefully before the holidays and our IT department will be able to get everything installed.
- \$199,900
- Conflict of Interest Policy – Motioned by A. Orr and Second by N. Joiner
- Ethics Policy – Motioned by D. Carr and second by A. Orr
- Budget Charter Implementation Grant– Motioned by V. Hardman and second by N. Joiner.

8. Announcements

- A. Orr advised they were awarded a small grant for a Parent/Child Entrepreneurship program and she is suggesting we use FPA for the pilot. T. Moore asked Ms. Orr to send information to the entire board. Suggested she work with Ms. Tharpe.

N. Joiner moved to close meeting, Pastor Hardman second motion.

735p motion to adjourn T. Moore

Next School Board meeting is December 13, 2016

Action Items

Topic/Task	Responsible Party