

ESPERANZA ACADEMY CHARTER SCHOOL
Annual Board of Trustees Retreat
4261 N. 5th Street, Philadelphia PA 19140- Middle School, Room 238
Thursday, August 2, 2018

Board Members Present: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Rev. Magaly Martinez, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim

Board Members Absent: Rev. Luis Cortes, Ms. Carmen Torres, Ms. Carmen Rocha, Ms. Nancy Santiago-Negron

Staff/Management Present: Mr. David Rossi, Ms. Kim Chung, Ms. Tania Diaz, Mr. Nathaniel Stringfield, Ms. Yohana Giraldo, Ms. Lori Walinsky, Ms. Rebecca DiSalvo, Mr. David Solivan, Ms. Yesenia Garcia, Rev. Danny Cortes, Ms. Ann McHugh., Mr. Artemio Rodriguez

Greeting/Welcome

Rev. Roger Zepernick welcomed the Board and administration. A moment was taken to introduce all parties in attendance. The meeting was called to order at 9:05 am with 7 Board members.

Approval of Minutes

Rev. Roger Zepernick called for a motion to approve the minutes from the June 21, 2018 Board minutes. Ms. Denise Cruz motioned. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry- 6

Nays: 0

Abstentions: Rev. Magaly Martinez- 1

New Board Members Approval

Rev. Roger Zepernick presented the biography of Angel Ortiz. Mr. Ortiz has expressed interest in serving as a Board member.

Rev. Roger Zepernick called for a motion to approve Angel Ortiz as a new Board Member. Ms. Denise Cruz motioned. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Rev. Roger Zepernick presented the resume of William Hopkins, former Senior Vice President of Finance at Esperanza, who retired and has expressed interest in serving the community.

Rev. Roger Zepernick called for a motion to approve William Hopkins as a new Board Member. Mr. Brandon Fuller motioned. Ms. Asdrey Irizarry seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Board Elections

Rev. Roger Zepernick called for a motion to nominate the chairperson. Mr. Danilo Diaz nominated Rev. Roger Zepernick as the Chairman. Ms. Asdrey Irizarry seconded the motion. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Rev. Roger Zepernick called for a motion to nominate the vice-chairperson. Ms. Denise Cruz nominated Jeremy Ibrahim as the Vice-Chair. Mr. Danilo Diaz seconded the motion. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Rev. Roger Zepernick called for a motion to nominate the secretary. Ms. Denise Cruz nominated Carmen Torres as the secretary. Mr. Brandon Fuller seconded the motion. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Rev. Roger Zepernick called for a motion to nominate the treasurer. Mr. Danilo Diaz nominated Carmen Rocha as the treasurer. Mr. Brandon Fuller seconded the motion. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Rev. Roger Zepernick has requested for an Executive Committee to be formed. This committee would be responsible for the evaluation of the CEO and any other issue that arises. The committee would also be involved in the charter renewal process.

End of Year Finance Report

Mr. Artemio Rodriguez spoke to the current assets and liabilities. The present ratio is at 0.61. An audit adjustment which has to do with that is do with PSERS has not been done yet.

Mr. David Rossi informed that the finance committee has met and reviewed variances and emerging and changing trends. A revised increase in the per pupil allotment from the School District of Philadelphia which resulted in additional revenue. As of June 30, 2018 the Academy had a preliminary surplus of \$407,275.

Management Agreement

Mr. David Rossi reported that in April 2018 a conversation was had with management and the finance committee concerning a potential change in the management agreement percentage. The existing agreement reflected a 9% fee with a functional rate at 8.7%. Negotiations with Management resulted in an agreement to adjust the rate to 7.5%. Administration would bring a revised Management Agreement to the October 2018 board meeting that reflects the new rate and an adjusted scope of work.

Rev. Roger Zepernick moved to accept the negotiated Management Fee of 7.5% with a revised management contract to be brought before the board at October 2018 meeting. Ms. Denise Cruz moved. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 6

Nays: Ms. Wanda Novales- 1

Abstentions: 0

Revised Budget 2018-19

Mr. David Rossi informed that a revised budget is being presented due to the change in management fee. The revised budget reflects a decrease of \$248,000 in expense. This same amount has been added to the contingency reserve.

Mr. Danilo Diaz asked about the interest rate on the line of credit. Mr. Rossi informed that line 07401, \$78,380 reflects the budgeted amount of interest that would be paid on the line of credit.

Rev. Roger Zepernick moved to accept the revised budget. Ms. Asdrey Irizarry moved. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Mr. Danilo Diaz, Ms. Wanda Novales, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Rev. Magaly Martinez- 7

Nays: 0

Abstentions: 0

Renewal Overview

Mr. David Rossi introduced Lauren Iannuccilli, consultant assisting in our charter renewal process. Lauren provided an overview of the charter renewal process.

Ms. Iannuccilli has been working in public education for ten years. Started as a middle school math and science teacher before moving to the nonprofit sector. Has been working for the charter office for five years and is looking forward to assisting in the renewal process.

Ms. Iannuccilli started her presentation introducing PA Charter Law and what takes place during the charter renewal. Key events to look forward to would be: letter of intent, renewal application submission, annual submissions through Epicenter, renewal site visit, enrollment audit/financial review, renewal recommendation, charter agreement and school board renewal vote.

The three charter school performance framework domains are: academic success, organizational compliance and viability and financial health and sustainability. A point system is used to provide an overall rating in each domain of meets standard, approaches standard, or does not meet standard.

The academic success domain is given the most consideration at renewal. The four areas included in the academic success domain are: proficiency, growth, attendance, and postsecondary.

Areas under the organizational compliance and viability domain include: mission/educational program, special education, English language learners, enrollment, discipline, Board governance, personnel, food, health, safety and timely reporting.

And finally in the financial health and sustainability domain, the following checks are included: financial health (3 short and 3 long-term metrics), fiscal management- audit findings, debt, PSERS, related parties, payroll, financial transactions.

PSSA/Keystone Test Results

Ms. Lori Walinsky reported that there has been an increase in student outcomes on the PSSA and Keystone Exams. English Language Arts(ELA) 6th grade increased 2.8%, ELA 7th grade increased 9.9%, ELA 8th grade decreased 2.3%. In Math, the 6th grade increased 2.5%, 7th grade decreased by 0.2%, and 8th grade increased by 4.9%. For Science 8th grade increased by 0.2%. At the high school level 34.5% of 9th graders were advanced or proficient, 34.6% of 10th graders were advanced or proficient and 35.8% of 11th graders were advanced or proficient. These numbers are preliminary and official proficiency rates will be available for the October board meeting.

Advanced Placement Scores

Lori Walinsky reported a 100% pass rate on the Advanced Placement Studio Art. Participation rate is on the rise but scores have decreased.

Textbook/Curriculum Approvals

Ms. Lori Walinsky informed that AP Environmental Science and Computer Science are being added. The textbook is an online book and a list of the content by unit has been provided. Mr. Curtis Roberts, Engineering teacher, is being trained to teach the AP Computer Science Course.

Rev. Roger Zepernick moved to accept the two new advanced placement courses and associated resources. Ms. Asdrey Irizarry moved. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

Personnel Report

Mr. David Rossi presented the Personnel Report as follows:

NEW HIRES

Elementary School

1. *Harris, Thomas*; FT Elementary Teacher, 8/20/2018
Master in Education, University of Pennsylvania
PA Certification: Instructional II Elementary K-6, Bus-Computer-Info Tech PK-12,
Administrative Principal PK-12

2. *Clark, Kevin*; FT English Language Development Teacher, 8/20/2018
Bachelor of Science in Education, Early Childhood Education, Temple University
PA Certification: Instructional I Grades PK-4

High School

1. *Del Vecchio, Anna*; FT Spanish Teacher, 8/20/2018
Master in Special and Inclusive Education, University College London
2. *Weller, Patricia*: FT English Teacher, 8/20/2018
Bachelor of Arts in English and American Literature, University of Texas
Pennsylvania Certification: Instructional I English 7-12
3. *Gomez Hernandez, Shamir*: PT English Language Development Paraprofessional, 8/20/2018
Master of Arts in Education, Caribbean University, Puerto Rico
4. *Perez, Issa*: PT English Language Paraprofessional, 8/20/2018
Associates of Science in Health Care Study, Community College of Philadelphia (pending)
5. *Lam, Caleb*: FT Math Teacher, 8/20/2018
Master of Science in Education, John Hopkins University (pending)
6. *Hughes III, John*: FT Math Teacher, 8/20/2018
Bachelors of Science in Mathematics, Clearwater Christian College

Middle School

1. *Young, Deborah*: FT Special Education Teacher, 8/20/2018
Bachelor of Science in Special Education, Millersville University
Pennsylvania Certification: Instructional I Mental and/or Physical Handicapped K-12
2. *Traverse, Tim*; FT English Language Development Teacher, 8/20/2018
Masters of Science in TESOL/Bilingual Education, Southern Connecticut State University

SHARED SERVICES

1. Butler, Donovan, On-Call Maintenance Worker, 7/9/2018

STAFF DEPARTURES FOR THE 2018-2019 ACADEMIC YEAR:

1. Gutierrez, Kevin: PT ELD Paraprofessional (HS)
2. Stachowicz, Rebecca: PT ELD Paraprofessional (HS)

On-Leave: *None*

Vacancies:

HS:

- Math Teacher- 2
- English Language Development Teacher
- English Teacher
- PT English Language Development Paraprofessional -2

- Special Education Teacher/IEP Writer

MS:

- English Language Development Teacher
- Science Teacher
- PT Special Education Paraprofessional-2
- PT Elective Teacher- 2

ES:

- PT Spanish Teacher
- PT English Language Development Paraprofessional
- PT Art Teacher

K-12

- Speech/Language Therapist
- PT Registrar

Staff Transitions:

1. Baxter, Andrew: Previous Position FT Social Studies Teacher at MS, New Position: FT Social Studies Teacher at HS (8/20/2018)
2. Strunk, Eden: Previous Position Long Term Substitute at MS, New Position: FT Social Studies Teacher at MS (8/20/2018)
3. Rivera, Jose: Previous Position PT School Climate Officer, New Position: FT School Climate Officer (MS) 8/20/2018
4. Guillen, Manuela: Previous Position Long Term Substitute at MS, New Position: FT Spanish Teacher at MS (8/20/2018)
5. Colon, Martina: Previous Position On-Call Food Service Worker at ES, New Position: PT Food Service Worker (8/20/2018)
6. Mattei, Elliot: Previous Position On-Call Maintenance Worker, New Position; PT Maintenance Worker MS (7/1/2018)
7. Torres, Marcos: Previous Position PT Maintenance Worker, New Position; On-Call Maintenance Worker (7/6/2018)
8. Gonzalez, Angel: Previous Position On-Call Maintenance Worker at MS, New Position: PT Maintenance Worker (7/13/2018)
9. Leon, Vanessa: Previous Position On-Call Driver, New Position: PT Maintenance Worker (8/1/2018)

10. Alicea, Anthony: Previous Position On-Call Maintenance Worker, New Position: PT Maintenance Worker (8/1/2018)

11. Wilkins, Dwight: Previous Position Drama Teacher, New Position: FT Film Teacher (HS) (8/20/2018)

Rev. Roger Zepernick called for a motion to accept the personnel report. Ms. Denise Cruz moved. Mr. Jeremy Ibrahim seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

Code of Conduct

Mr. Nathaniel Stringfield spoke to the proposed changes to the Code of Conduct as listed below:

Pg. 12 gym uniform

Pg. 13 use of outerwear

Pg. 17 language changed

Pg. 18 language changed

Pg. 19 smoking added as a level 2 offense

Pg. 20 book bags placement

Pg. 21 out of bounds, possession of prohibited items

Pg. 23 smoking

Pg. 24 threatening language, via social media

Pg. 26 possession of drugs

Rev. Roger Zepernick called for a motion to accept the Code of Conduct. Mr. Jeremy Ibrahim moved. Ms. Wanda Novales seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

K-5 Code of Conduct

Ms. Kim Chung presented the proposed changes to the Code of Conduct as follows:

Pg. 20 language changed

Pg. 21 language changed

Pg. 22 language changed

Rev. Roger Zepernick called for a motion to accept the K-5 Code of Conduct. Ms. Denise Cruz moved. Ms. Wanda Novales seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

Parent-Student Handbook

Ms. Yohana Giraldo spoke to the changes to the Parent-Student Handbook as listed:

Pg. 4 middle school number updated

Pg. 5 graduation requirements for HS

Pg. 6 promotion requirements for MS added

Pg. 7 grading guidelines in HS updated

Pg. 11 extended release of student

Pg. 12 valedictorian/ salutatorian language changed

Pg. 13 promotion requirement for MS updated

Pg. 14 language change for tutoring section

Pg. 15 language on driver's license and truancy (pending legal counsel confirmation)

Pg. 27 calendar removed

Rev. Roger Zepernick called for a motion to accept the Parent-Student Handbook. Ms. Denise Cruz moved. Mr. Jeremy Ibrahim seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

K-5 Parent-Student Handbook

Pg. 4 language change in parent involvement

Pg. 6 language change

Pg. 11 language change

Pg. 12 tutoring language changed

Pg. 13 language change

Pg. 21 language change

Rev. Roger Zepernick called for a motion to accept the K-5 Parent-Student Handbook. Ms. Asdrey Irizarry moved. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

Contract Approvals

Mr. David Rossi presented the contract approvals as follows:

1. **Edhesive: High School-** the administration is recommending the approval of the contract between Edhesive and Esperanza Academy Charter School for the Advanced Placement Computer Science-School License. This includes a web-based dashboard and in-detail view of student progress and performance, supplemental resources for enrichment or remediation, a teacher-only online forum, a supported student forum, five hours of teacher training, and ongoing technical, content and instructional support. **Grand Total: \$1,500 for the 2018-2019 school year.**

2. **Edmentum: High School-** the administration is recommending the approval of the contract between Edmentum and Esperanza Academy Charter School for the program license of Study Island. This license is to be used for senior recovery courses. **Grand Total: \$1,900 for the 2018-2019 school year.**

3. **MACCS Health Services: Elementary School** – the administration is recommending the approval of the contract between MACCS Health Services and Esperanza Academy Charter School for providing student health services for the 2018-19 year, subject to legal review. MACCS has provided these services to our other schools. **Grand Total: \$67,518.76 for the 2018 - 2019 school year.**

4. **MACCS Health Services: Middle School** – the administration is recommending the approval of the contract between MACCS Health Services and Esperanza Academy Charter School for providing student health services for the 2018-19 year, subject to legal review. MACCS has provided these services to our middle school since its inception, and the contract is essentially similar to the previous year. **Grand Total: \$75,814.12 for the 2018 - 2019 school year.**

5. **MACCS Health Services: High School** – the administration is recommending the approval of the contract between MACCS Health Services and Esperanza Academy Charter School for providing student health services for the 2018-19 year, subject to legal review. MACCS has

provided these services to our high school since our inception, and the contract is essentially similar to the previous year. **Grand Total: \$81,476.08 for the 2018 - 2019 school year.**

6. **American Capital:** the administration is recommending the approval of the finance agreement entered with American Capital for the purchasing of smartboards (18), projectors (4), HP Chromebooks (249), HP Probook laptops (56), HP Stream Pro laptops (4), EliteDesk desktop computers (4), Acer Iconia One 10 Tablets (90), Black Box Cabinet Units (9). This agreement will be paid in 48 payments and are in the amount of \$4,980.80 with a simple interest of 3.29% and an amortized rate of 6.47%. Esperanza Academy has an existing agreement with American Capital. **The total cost of the equipment is \$211,270.97.**

7. **Pitney Bowes: High and Middle School** – the administration is recommending the approval of the contract between Pitney Bowes and Esperanza Academy Charter School for the leasing of two postage machines, subject to legal review. Lease is for a 60-month term; monthly payments are of \$208.73.

8. **Consulting Agreement:** the administration is recommending the approval of the contract between Lauren Iannuccilli and Esperanza Academy Charter School for providing assistance/support during the charter renewal process administered by the School District of Philadelphia, subject to legal review. Hourly rate is \$120. Total hours approximately 103. Total not to exceed \$11,280.

9. **LinkIt!:** the administration is recommending the approval of the contract between LinkIt and Esperanza Academy Charter School who the use of assessment management and analytics platform software for the 2018-19 year, subject to legal review. **Total yearly cost \$21,184.**

10. **Consulting Agreement:** the administration is recommending the approval of the contract between Tamara Jackson and Esperanza Academy Charter School for providing PIMS Coordinator services. The hourly rate is of \$30.00.

11. **ALICE Training Institute LLC:** the administration is recommending the approval of the contract between ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training Institute LLC and Esperanza Academy Charter School who provides preparation and training on how to proactively handle threat of an aggressive intruder or active shooter. Contract is subject to legal review. **Total yearly cost \$3,247.50.**

Mr. David Rossi informed that Alicia Mojica and Victor Roldan would become certified personnel in ALICE in order to train staff and students. Mr. Danilo Diaz asked if the company comes onsite for an audit. It was clarified that a site visit would be an additional fee. Once everyone is trained a different entity would be hired to conduct the audit.

Rev. Roger Zepernick called for a motion to accept the contract approvals. Mr. Jeremy Ibrahim moved. Ms. Wanda Novales seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

Grant Approval

Mr. David Rossi presented the grant approvals as follows:

1. **Amazon Future Engineer Pathway: High School-** The Amazon Future Engineer Pathway program in partnership with Edhesive has accepted the proposal submitted by Esperanza Academy Charter School. These grant dollars specifically support the Advanced Placement Computer Science course for high school students to learn about cloud computing. **Grant Total \$1,500.**

Rev. Roger Zepernick called for a motion to accept the grant approval. Mr. Brandon Fuller moved. Ms. Asdrey Irizarry seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

Mr. Danilo Diaz would like feedback from students upon completion of the computer science class.

Faculty-Staff Handbook

Ms. Tania Diaz spoke to the language changes to the Faculty-Staff Handbook:

Pg. 3-5 language change

Pg. 6 appropriate use of teacher laptops

Pg. 8 cell phone use

Pg. 9 procedures for staff calling out sick

Pg. 10 mentoring program outlined, professional development

Pg. 11-12 language change

Pg. 15 dress code, travel/lodging expenses, fundraisers

Rev. Roger Zepernick called for a motion to accept the Faculty-Staff Handbook. Ms. Wanda Novales moved. Mr. Jeremy Ibrahim seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

2017-2018 Charter Lease Reimbursement

Mr. David Rossi presented the 2017-2018 application for charter school lease reimbursement for all three schools. The application is completed by the finance department. The formula for the lease reimbursement is generated by the Department of Education.

Rev. Roger Zepernick called for a motion to accept the Faculty-Staff Handbook. Ms. Asdrey Irizarry moved. Mr. Brandon Fuller seconded. The vote was as follows:

Yeas: Ms. Denise Cruz, Rev. Roger Zepernick, Ms. Wanda Novales, Mr. Danilo Diaz, Mr. Brandon Fuller, Ms. Asdrey Irizarry, Mr. Jeremy Ibrahim- 7

Nays: 0

Abstentions: 0

2018-19 Goals

Mr. David Rossi presented the 2018-19 goals for Esperanza Charter Schools: The three goals are: 1) creating benchmarks and action plans for all external accountability measures 2) develop a 5-year financial sustainability plan and 3) successfully lead school through the upcoming renewal process.

Ms. Kim Chung spoke to the three goals that are being worked on at the elementary school which are: 1) equipping students with literacy skills 2) equipping students with math skills in order to be proficient in 3rd grade and 3) work towards developing curriculum that is standard based.

The middle and high school have combined goals and they are: 1) identify and implement a 6th and 9th grade diagnostic test to identify where students are in the learning continuum 2) at the MS, PVAAS will continue to be in dark blue for Math, English Language Arts, and Science 3) Increase the number of students who score proficient/advanced on PSSA & Keystone exams at 5% above the School District of Philadelphia's score and 4) Use the assessment and analytics system, LinkIt, with fidelity across schools.

Mr. Danny Cortes shared that he and Ann McHugh have been visiting different schools engaging programs around hydroponics. Hydroponics is a way of growing plants without soil by using mineral nutrient solutions in a water solvent. Conversations have taken place with Ms. Erickson

as it can be incorporated in the Environmental Science and Chemistry courses. The purpose of this program is to expose students to healthy eating of fresh products and nutrition. Ms. Alicia Mojica is working with a company called Common Market. The plan would be to expand the program to the middle and elementary school in order for students to grow and eat the products they grow.

The second program is called the fab lab. The fab lab is a small scale workshop offering digital fabrication. Conversations are taking place with the engineering teacher and partnerships are presently being sought. Visits to fab labs are being scheduled and the office will be reaching out to the Director of Instruction and the CEO in order to reserve dates.

Next Meeting- **October 25, 2018 at 5:30 pm**

Meeting Adjournment

Meeting adjourned at 3:38pm.

Board of Trustees Secretary

Date

Minutes Taken by Yesenia Garcia