



Merrick Academy Queens Public Charter School

Approved Board Meeting Minutes

March 29th, 2022

5:00pm

Board Attendance: Tatum Boothe, Nicole Barzey, James Ding, Cameil Dalgetty-Jarvis, Gerald Karikari, Michael Van Sertima

Staff Attendance: Adrian Manuel, Zenzile Keith, Yolanda Valerio, Charles Watterson, Linyu Zheng

Guests: Josh Moreau

Ms. Dalgetty-Jarvis called the meeting to order at 5:08 pm.

Public Comment:

Public comment was not provided.

Respond to prior public comment: N/A

Agenda/objective:

I. Opening Items

- | | |
|---|---------------------|
| A. Call the Meeting to Order | Ms. Dalgetty-Jarvis |
| B. Record Attendance | Ms. Dalgetty-Jarvis |
| C. Public Comment and response to prior month's comment | Ms. Dalgetty-Jarvis |

Agenda/objective:

II. Consent Agenda

- | | |
|----------------------------------|---------------------|
| A. Approve board meeting minutes | Ms. Dalgetty-Jarvis |
|----------------------------------|---------------------|

Vote on table the 1/25/2021 Board Meeting minutes to next board meeting:

1. Ms. Dalgetty-Jarvis made a motion to table the 1/25/2021 board meeting minutes to the next board meeting
2. Ms. Barzey seconded the motion.



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3. The board VOTED unanimously to approve the motion.

Agenda/objective:

II. Consent Agenda

B. Women's History Month Announcement
Ms. Dalgetty-Jarvis shared the following:

Ms. Dalgetty-Jarvis

- Overview the Women's history month
- Women's History Month Announcement

Agenda/objective:

II. Consent Agenda

C. Executive Director Report
Dr. Manuel and Mr. Moreau shared the following:

Dr. Manuel

Enrollment Updates:

- **536** students (+1 since Feb.)
- **94%** of eligible families have reported their intent to return for the 2022-23 school year
- **312** applications for lottery and counting (April 2nd).
- Virtual Open Houses were conducted for **120** interested families last week

Academics:

- The third trimester has launched
- ANET ELA and Math
 - Growth was noticed across the board with the strongest gains in the early grades 2-3
- NYS ELA exam is this week
- Black History Month and Women's History Month activities, projects and celebrations.

Operations:

- COVID 19 Mitigation
 - The significant uptick in March; over **80%** of classes quarantined thus far
- Budget revision & 2022-23 budget development
 - Exploring schedule and staffing models
 - Aligning PD, curriculum, and initiatives (ex; STEAM programming)
- Chief Operating Officer (COO) hire to start on **May 16th**
- Change of Bank accounts (J. Moreau presentation)

Current Carver Accounts and Uses:

- Main Checking: Per Pupil/Grant Deposits, Bill.com, TriNet (Positive Pay)



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- Escrow: CSI-required, the balance has to be at least \$75k for dissolution
- Money Market: All excess funds (most funds), modest interest rate
- PTO: Fundraising, PTO should be a separate entity from school, never done by PTO leadership (KEEP AT CARVER)
- Difference Card: Linked to FSA/HSA, the balance kept around \$20k (Positive Pay) (KEEP AT CARVER)
- Debit Card: Linked to school debit card, the balance kept around \$5-\$10k

Expansion Efforts:

- The board retreat concluded with a consensus to apply for an extension to grades 6-8 next year.
- Ongoing conversation and exploratory meetings to discuss building project financing and site opportunities.
- The finance committee call this week to review a potential site for building and the financing models to support the project.

Site Opportunity

221-06 Merrick Blvd.

Opportunity to build up to 90,000 Sq. ft. that could house 850-900 students in grades K-8

Community Engagement

- Family surveys (Feb.) (380)
- DOE Family Surveys (250+)
- BHM virtual assembly (125)
- Painting night with families and students (150)
- Queens Power virtual meeting (80) with City leaders and rally
- Virtual open houses (110)
- Testing Anxiety workshop (75)
- Mtgs.(2) w/ Senator Comrie
- Upcoming:
 - Family Yoga Night (50+)
 - Transitioning to Middle School
 - Queens mobile library

Agenda/objective:

II. Consent Agenda

A. Health and Safety Report

Ms. Keith

Ms. Keith shared the following:

Covid Updates



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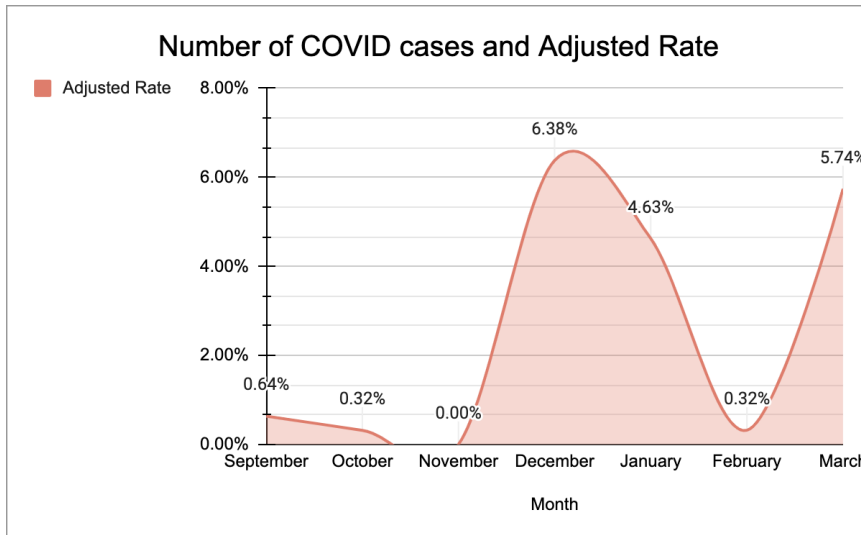
As of 3/29/2022

Total Count of COVID-19 confirmed cases since 9/13/2021.	114
Number of Ongoing COVID-19 confirmed cases. This represents all current and past confirmed COVID-19 cases, including the cases confirmed today and any other cases that have members of your school community under quarantine. These cases resulted in a Classroom Closure, a Partial Classroom Quarantine, a Non-Classroom Quarantine or No Intervention as indicated below:	1
No Intervention: Staff or students in the school tested positive, but no members of the school community were exposed.	1
Classroom Closed: The positive case is either a student, teacher, paraprofessional, or other types of classroom-based educators and the most likely result is an entire classroom quarantine.	0
Test to Stay: The positive case is either a student, teacher, paraprofessional, or other types of classroom-based educators and the most likely result is an in school quarantine.	0
Non-Classroom Quarantine: The staff type is someone who wouldn't necessarily be in a classroom and does not require quarantine of a classroom (i.e., school secretary, parent coordinator, facilities staff). The most likely result does not include the closure of a classroom.	0
DOHMH School Investigation Initiated: Due to multiple positive cases in multiple locations in the school, DOHMH has started an investigation.	No
School Closure: Remote teaching and learning .	No

Updated 3.29.22		
Month	Number of COVID cases	Adjusted Rate
September	4	0.64%
October	2	0.32%
November	0	0.00%
December	40	6.38%
January	29	4.63%
February	2	0.32%
March	36	5.74%



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AIS Program Updates and Performance

- Teachers have moved to Illuminate to assess student Progress with high priority standards
- **107** receiving AIS in grade 3-5. **92** receiving AIS in grades K-2
- AIS program (post state test) will focus on priority standards for grades K-2

After school and Summer Program

- 195 students currently enrolled in afterschool.
- ELA test prep concluded yesterday.
- Math test prep begins on Wednesday.
- After school will end the last week of May.
- 6 week program
 - STEAM
 - Guided Reading (K-2)
 - ELA intensives (3-5)
 - Athletic Intensives
 - French, Sign Language, and Mandarin
 - Enrichment + (yoga, gardening, arts and crafts, etc.)

Agenda/objective:

II. Consent Agenda

A. Academic Performance Report
Mr. Watterson shared the following:

Mr. Watterson

Academic Program Updates

Instructional Program Updates and Performance



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- Curriculum implementation updates (Wit/Wisdom & Eureka)
- Update on Observations and PIP
- Third Trimester schedule

Academic Performance Report: ANet (ELA)

Bright Spots/Celebrations

- The 2nd ELA Interim Assessment scores overall are +**6%** higher than the ANet Network (57 Schools)
- 2nd graders' ANet scores from A1 - A2 showed + **18%** growth
- Achievement Network and our Leadership is in agreement that for the First Time Merrick Academy has tightly-aligned and streamlined its ANet assessments to match what is being taught.
- 3rd Grade grew from Interim Assessment 1 to Interim Assessment 2
- Fourth... Fifth Grade

Bright Spots/Celebrations

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Academic Performance Report: ANet (ELA)

Cross Correction

- Teachers were charged and observed to ensure students are analyzing the text at the grade level expectation of the standard
- RL. X.2" - Across all three grades, the "x.2" standard (RL. 3.2, RL.4,2, RL.5,2) are marked as key areas for reteaching.
- The key thing to note is that at each grade level the standards require students to pick out the most important details that allow them to:
 - 3rd: recount stories and determine the central meaning
 - 4th: determine the theme and summarize the text
 - 5th: explain how a character responds to challenges or thinks about a topic; summarize the text.
- Teachers to ask questions and give students the opportunity to identify specific details.
- A key strategy for teachers to utilize is for students to annotate the text for key details.
- Teachers ensure they ask questions and require students to use the details to do the tasks mentioned above.
- 4th and 5th Additional Focus (RL.X.3) – at the 4th and 5th-grade level teachers must ensure that students are able to pick out the most important details that allow them to:



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- 4th: describe a character, event, drama.
- 5th: identify differences and similarities between two or more characters, settings, or events. This builds on the 4th grade standard of describing 1 event with the most important details.
- Teachers should ensure students are able to describe one event using the most important details if students struggle to compare two items.
- 4th and 5th Additional Focus (RL.X.3) – at the 4th and 5th-grade level teachers are ensuring that students are able to pick out the most important details that allow them to:
 - 4th: describe a character, event, drama.
 - 5th: identify differences and similarities between two or more characters, settings, or events. This builds on the 4th grade standard of describing 1 event with the most important details.
- Teachers are ensuring students are able to describe one event using the most important details if students struggle to compare two items.
- More Data.....
- Academic Performance Report: ANet Math
- We are still receiving data

NYS Testing

NYS Exams Updates and Preparation

- March 29-31-ELA Exam
- April 26-28-Math
- May 24-June 3rd-Science Performance test
- June 6- Science Written
- April 11-May 20-NYSESLAT (speaking)
- May 9-May 20-NYSESLAT (Listening, Reading & Writing)

Exam Preparations

- After School Program (3rd-5th grade) has been working on priority standards-based packets since late February
- Saturday Boot Camps (5 so far) for ELA. Math will be held after the ELA exam.
- Test Prep Block built into schedule since January
- AIS has increased dosage for 3-5th graders weekly since mid-February
- Teacher PD on test-taking strategies, assessments, and report analysis for ELA. Math is upcoming

Agenda/objective:

III. Vote Matters

- A. Number of Board Trustees and Quorum (7/4)
- B. Bank Account Change
- C. Bank Account signatures

Ms. Dalgetty-Jarvis
Ms. Dalgetty-Jarvis
Ms. Dalgetty-Jarvis

Vote on approve Number of Board Trustees and Quorum (7/4)



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1. Mr. Ding made a motion to approve the Set Number of Board Trustees at 7 and, therefore, establishing Quorum as 4.
2. Ms. Boothe seconded the motion.
4. The board VOTED unanimously to approve the motion.

Vote on approve Bank Account Change from Carver to Signature

1. Mr. Ding made a motion to approve Bank Account Change from Carver to Signature
2. Mr. Van Sertima seconded the motion.
3. The board VOTED unanimously to approve the motion.

Vote on approve Bank Account Signatures *(The finance/operations committee meeting on March 15, 2022, discussed the movement of bank accounts and updating the approved list of signers on the new accounts)*

1. Mr. Ding made a motion to approve Bank Account Change from Carver to Signature
4. Ms. Boothe seconded the motion.
5. The board VOTED unanimously to approve the motion.

Agenda/objective:

VI. Adjournment

Ms. Dalgetty-Jarvis

Meeting adjournment:

Meeting adjourned at 6:28 pm.