



Dr. Adrian C. Manuel, Executive Director
Mr. Rael Jones, Chief Operating Officer
Mr. Charles L. A. Watterson, Principal
Ms. Zenzile Keith, Chief Supports Officer

Merrickacademy.org

Approved Board Meeting Minutes

January 30, 2024

5:30 pm

Board Attendance: Cameil Dalgetty-Jarvis, Paula James, Tatum Boothe, James Ding

Staff Attendance: Adrian Manuel, Zenzile Keith, Yolanda Valerio, Rael Jones

Guests:

Ms. Dalgetty-Jarvis called the meeting to order at 5:35 pm.

Public Comment:

N/A

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 the prior month's comment | Ms. Dalgetty-Jarvis |

Agenda/objective:

II. Consent Agenda

- A. Approve Board Meeting Minutes:
- The board of trustees motioned to approve December board minutes. Paula James motioned to approve the board minutes and Tatum Boothe seconded the motion.

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|------------------------------|------------|
| B. Executive Director Report | Dr. Manuel |
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Dr. Manuel shared the following:

- Dr. Manuel



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- Priority Area #1 Performance:
 - ELA (I-Ready) Typical Growth
 - January 2023: 70%
 - January 2023: 65%
 - Annual typical growth (ELA) in January 2023 was 43%
 - Annual typical growth (ELA) in January 2024 was 39%
 - MATH (I-Ready) Typical growth
 - January 2023: 68%
 - January 2024: 62%
 - Annual typical growth (MATH) in January 2024 was 29%
 - Annual typical growth (MATH) in January 2024 was 27%
- Priority Area #2 Program Model/System
 - Dr. Manuel explained that the school has officially gained access to the new dashboard data provided by Open Architects. The dashboard provides data for Merrick to gain insight into state assessments, student attendance, I-ready analyzer, daily student trends, enrollment, course grades, and behavior monitoring. The school will have access to more data in the future.
- Priority Area #3 Middle School Expansion
 - Space planning
 - Potential Jamaica site (10 minutes away from Merrick) The Merrick team is working on getting more information about this school building such as cost, and availability.
 - Modular classrooms exploration
 - IM MYP application is due at the end of February
- Priority Area #4 Other announcements and updates
 - Black History Month starts Thursday, February 1st
 - City Council funding applications due 02/28
 - Technology equipment
 - STEAM lab (mobile)
 - Furniture
 - Board meeting on February 27th (no retreat)
 - Budget Planning 2024-25 SY

Agenda/objective:

II. Consent Agenda

C. Academic Report

Ms. White

Ms. White was unable to attend the board meeting.

Agenda/objective:

II. Consent Agenda

C. Operations Report

Mr. Jones



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- Enrollment
 - 589 total students: K- 97, 1st- 96, 2nd- 108, 3rd- 102, 4th- 83, 5th- 103
 - The school has lost 12 students. The reasons are: that 4 students moved into the district, 3 students moved out of the district, 4 students are out of state and 1 is not in the correct setting.
 - Ms. Guzman has 4 families for a Meet & Great on 1/31/24. This will bring up the enrollment to 593
- Attendance
 - Jan 2023. Attendance was 87% - Jan 2024. Attendance is 90% - a 3% increase from last year's.
 - Jan 2023. Lateness was 90% - Jan 2024. Lateness is 8% - 6% decrease from last year Dec.
- Facilities
 - Building Walks
 - The average on 1st digital bldg walk is 2.8 out of 4
 - The next walk is scheduled for 01/31/24
 - Compost Program
 - A new cafeteria waste program has begun
 - Facilities Trend & Updates
 - Implement weekly and monthly specialized cleanings to target top to bottom cleaning of rooms in the bldg.
- Technology
 - The Reso-A was signed for the iPads coming into the school. Expected to arrive in the late winter
 - The director of IT was trained in PowerSchool
 - The assistant director of IT will have the micro-credentialing
 - Chromebook replacement for the remainder of the grant (\$80k)
 - Build out Ed Law 2-D compliance website.
- Safety and Security
 - Checkpoint Rate
 - November: 109% (20 days/month)
 - December: 72% (17 days/month) Currently
 - There were 32 checkpoints.
 - 3 additional checkpoints have been added to the daily check-in routine.
- Drills
 - 1 bus drill has been completed thus far
 - There is 1 bus drill, 2 fire drill and 2 lockdown drills remaining for the rest of the school year
- COO
 - Pathway to promotion 85% complete
 - Using Open Architects to dive into data for programs
 - Mid-year evaluations & development plans
 - School survey starting in mid-February
- Career Fairs
 - Charter school jobs, career fair on 1/17/24
 - Yielded 2 certified potential applicants
 - Additional career fairs on 2/29/24 and 4/17/24



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- BLACC career fair on 4/27/24
- Registrar
 - Intent to Return Forms will be sent out today (1/30/24)
 - Meet & Greet for new families to start on 2/05/24
- Recruitment
 - Social media ads has begun: Instagram, YouTube, and Google ads
 - Applications by month: Nov 60 - Dec 65 - Jan 92
 - The goal is to triple the number of applications by the lottery in April
- Satellite Space
 - Site visits & tour trailer space
 - Infrastructure work continues for kitchen & IT
 - Vendor final selection to start application to become their own school food authority

Agenda/objective:

II. Consent Agenda

D. Chief Supports Officer

Ms. Keith

- AIS Math
 - January 2023: 20% of students are red - 61% of students are in orange - 18% of students are in yellow and 3% of students are in green
 - January 2024: 6% of students are in red - 27% of students are in orange - 61% of students are in yellow and 3%-5% of students are in green.
- IEP Compared to GenEd
 - ELA GenEd: 9% of students are in orange - 36% of students are in yellow - 24% of students are in light green - 30% of students are in green
 - ELA SPED: 10% of students are in red - 20% of students are in orange - 41% of students are in yellow - 16% of students are in light green - 14% of students are in green
 - MATH GenEd: 8% of students are in orange - 50% of students are in yellow - 24% of students are in light green - 17% of students are in green
 - MATH SPED: 11% of students are in red - 19% of students are in orange - 51% of students are in yellow - 12% of students are in light green - 7% of students are in green
- After School
 - ELA In After School: 9% of students are in orange - 37% of students are in yellow - 27% of students are in light green - 25% of students are in green
 - ELA Not in After School: 3% of students are in red - 38% of students are in orange - 21% of students are in yellow - 28% of students are in light green - 14% of students are in green
 - MATH In After School: 8% of students are in orange - 56% of students are in yellow - 20% of students are in light green - 15% of students are in green
 - MATH Not in After School: 4% of students are in red - 11% of students are in orange - 47% of students are in yellow - 22% of students are in light green -



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15% of students are in green

- Black History Month Celebration
 - 2/01: Black History Month Door Decorating Contest
 - 2/14: African Culture Interactive Experience (K-1)
 - 2/15: African Dance/Drumming Performance
 - 2/16: Rep your culture (Flag Day)
 - 2/29: Haiti and the Dominican Divided An Island Divided (Documentary and discussion)
- Varsity Tutors
 - Students will have access to the Varsity Tutors platform at no cost
 - Academic support (chat line)
 - Students can log in 24/7 through Clever
 - They can put a question on the screen and they will get step by step support within 30 seconds from a teacher
 - The teacher will provide step by step support
 - High Dosage Model
 - Small groups of no more than 5 students
 - Groupings based on I-Ready Data to support in math.
- COVID Case
 - August: 5
 - September: 1
 - October: 0
 - November: 0
 - December: 8
 - January:14

Voting Items

- Bank Account Access Transfer to MFA
 - The old PTO bank account at Carver Bank is still active and has \$2,124.10 in the account that has been inaccessible to the MFA. This voting item is to transfer signature authorization from the former PTO leadership to the new MFA leadership so they can deposit funds and utilize funds for parent activities. Paula James has approved this motion and, Tatum Boothe has seconded the motion.

Motions:

1. Cameil Dalgetty-Jarvis made a motion to end the board meeting public session at 6:56 pm.
2. Tatum Boothe made a motion to end the board meeting
3. Paula James seconded the motion to adjourn

The Meeting adjourned at 6:57 pm.