



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

March 26, 2024

5:30 pm

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

Staff Attendance: Kaitlyn Nagi, 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 the January board minutes. Tatum Boothe motioned to approve the board minutes and Linda Johnson seconded the motion.
- B. Executive Director Report: Dr. Manuel is not in attendance

Agenda/objective:

II. Consent Agenda



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C. Operations Report

Mr. Jones

- Enrollment
 - 591 total students: K- 97, 1st- 96, 2nd- 109, 3rd- 103, 4th- 83, 5th- 103
- Attendance
 - The school is currently at 92.8%, and the goal for the school year is 95%
 - The chronic absence rate YTD is 23.6%, which means it has decreased by 7%
 - The school tardies are down 42.8%
- Application
 - Applications are down 20% year over year
 - March 2023 there were 419 applications. March 2024 there are 337 applications
 - The decrease in applications is due to the Common application profile was not created. However, since rectified more applications are coming in.
 - The open house is taking place on March 30th
- Facilities
 - Bldg Walks
 - Dec: 2.8
 - Feb: 3.06
 - Mar: 3.07
 - Overall Avg: 2.99 out of 4
 - Compost Program
 - Reducing food waste in and around the campus
 - Facilities Trends & Updates
 - Trend - Specialized cleanings are going well
- Security & Safety
 - Checkpoint rates:
 - November = 109% (20 days/month)
 - December = 72% (17 days/month)
 - January = 61% (21 days/month)
 - February = 170% (16 days/month)
 - There are 32 checkpoints
 - We increased to 3 checkpoints per day starting in the month of March and will reassess in March as Merrick increases to 5 checkpoints per day
 - Trend: Merrick will aim to complete our drills before state testing
- COO
 - Mid-year evaluations given
 - Bldg & satellite site updates
 - Hiring a head of security
- Career Fairs
 - Additional career fairs on 02/29/24 & 04/17/24
 - BLACC Career Fair 04/27/24
- Recruitment
 - Open House on Saturday 03/30
- Satellite Space
 - We are in discussion with an education space within 2 miles of the school



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- Looking to have the plan solidified by the next board meeting in May

Agenda/objective:

II. Consent Agenda

C. Academic Report

Ms. Nagi

- Academic Programming - NYS Prep
 - Individualizing the curriculum: I-Ready and small group instruction
 - Saturday Academy
 - Dear Program
 - Urban Advantage Partnership
 - Advance Beyond: Math
 - IB Learning PBL Learning
- Teacher Development and Professional Learning
 - 48 Professional Learning Communities
 - 256 Academic walkthroughs
 - 24 Formal Observations
 - Wednesday professional development
 - 1:1 coaching
 - PD Turnkey by highly effective teachers
- Up and Coming
 - Recruitment - MS 25 Interviews
 - Retention of Qualified Staff
 - Summer Planning for Academic
 - Curriculum Reviews
 - Surveys of students, staff, and parents
- Civic Engagement/Real World Learning - BLACC Rally For Charter School Funding
 - BLACC's Purpose: We work together with local charter schools to ensure the needs of our communities are at the forefront of education reform
 - Purpose of the rally: Advocate for Equity Funding for Charter Schools
 - Message: Charter schools are disproportionately funded less than traditional public schools. We're using our civic power to tell officials we deserve the same school funding as traditional public schools
- Principal Awards for February - Leadership/Resiliency/Citizenship
 - There were 2 students from each grade level who received principal awards
- Partnership with the Queens Public Library - DEAR
 - Love for Reading
 - Library Cards
 - Learned how to reserve and check out books
- End of the Year STEAM Events
 - Pi Day 03/14
 - Farm Play 03/27
 - Art Gala 04/09



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- STEAM Career Fair 06/13
- Field Day 06/18
- Inventors Day and Project - Shark Tank

Agenda/objective:

II. Consent Agenda

D. Chief Supports Officer

Ms. Keith

- MACS Pep Squad Live Performance
 - On April 3rd the 4th and 5th grade pep squad will be performing at the prime time show during the Nets vs Pacers game at the Barclay center
- Summer Boost NYC
 - The summer program will be from July 2nd to August 9th (25 days)
 - Grant Application: \$640,000 - 320 students (54%)
 - Priority students: Special populations(including students who are 2 or more grade level below in both ELA and Math)
 - Includes 60 slots for rising 6th grade students
- Camp Beyond Summer 2023 Details
 - Location: Mitchell College
 - Session 1: July 1st-13th
 - Session 2: July 15th-July 28th
 - Available to a minimum of 25 rising 5th and 6th-grade students
 - 2-week stay at Mitchell College, New London, CT
 - Parents pay \$150 for the entire experience
- Varsity Tutors
 - Students will have access to the Varsity Tutors platform at no cost
 - 27 students have been selected in grades K-5
 - Students can log in 24/7 through Clever
 - The teacher will provide step-by-step support

Executive Session: Ms. Dalgetty-Jarvis announced to enter the Executive Session at 6:30 pm to discuss a confidential matter.

Motions:

The Meeting adjourned at 6:55 pm.