

APPROVED



## City on a Hill Charter Public School

### Minutes

#### December 2022 Academic Excellence Meeting

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##### **Date and Time**

Monday December 5, 2022 at 5:00 PM

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This meeting took place remotely pursuant to An Act Relative to Extending Certain State of Emergency Accommodations signed into law by Governor Baker on July 16, 2022.

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##### **Committee Members Present**

Alekz Hirschmann (remote), Annie Azarloza (remote), Edelyn Contreras (remote)

##### **Committee Members Absent**

*None*

##### **Guests Present**

Jordan Lopez (remote), Laura Edouard (remote)

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B. Call the Meeting to Order**

Annie Azarloza called a meeting of the Academic Excellence Committee of City on a Hill Charter Public School to order on Monday Dec 5, 2022 at 5:03 PM.

##### **C.**

### **Approve October 2022 Minutes**

Alekz Hirschmann made a motion to approve the minutes from October 2022. October 2022 Academic Excellence Committee Meeting on 10-24-22.

Edelyn Contreras seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### **Roll Call**

Annie Azarloza Aye

Alekz Hirschmann Aye

Edelyn Contreras Aye

## **II. SY2022-23 School Updates**

### **A. SY2022-23 Q1 Academic Data Review & School Updates**

Annie Azarloza, Committee Chair, directed the attention of the Committee to the Quarter 1 Academic Data review and school updates. Laura Edouard, Principal, greeted the Committee and shared that her presentation would begin with school-wide academic results before transitioning to discussing the action plans created in response by School Leadership. Edouard reminded the Committee of the School's general academic goals, which include:

1. 70% of students will meet or exceed expected growth on ELA and Math MAP Growth Tests
2. 50% of students will meet or exceed expected growth on Science MAP Growth Tests

Edouard confirmed that while the Fall 2022 initial baseline MAP tests had been administered, growth data would not be available until after the Winter and Spring 2023 administration. Given this, she prepared her presentation with the current passing rate data available to be analyzed.

Edouard began by highlighting that currently 73% of courses are meeting passing rate goal of 75%, and shared that this reflected a 19% increase from fall progress reports. She also added that most department's current passing rates have all improved in comparison to this time of year during the previous school year. Edouard continued by sharing that 8% of courses have less than 60% of students currently passing, and that primarily these students are in the 11th and 12th grade.

The Committee asked how the School expected these passing rates to be taken into account in terms of the School's probationary conditions, particularly as they related to MCAS results. Jordan Pina, Chief of Staff, shared that while the School has and will continue to take MCAS results into account when using data to determine strategy, City on a Hill has worked directly with the Department of Elementary and Secondary Education (DESE) to create the current measures related to growth given the

interruptions to MCAS administration by the COVID-19 Pandemic. Edouard also added that the School has done work over the past several school years to better align curriculum to MCAS standards, and align testing procedures to that of MCAS.

Next, Edouard reminded the Committee that the School also has a goal of 85% or better average daily attendance. She noted this as an area where CoaH has seen strong success following investments made into family engagement and data teams, including adding two coordinator-level roles to support the work, and the School is currently surpassing the goal with a current average daily attendance of 88.4%. Given this success, the School is now aiming for a 90% attendance rate.

Then, Edouard reminded the Committee of the School's final academic goal which focuses on students with Individualized Educational Programs (IEP) having an average course passing rate of 70%. She noted that while the goal has not yet been met, with the current rate being 69%, she believes that the goal will be met in quarter 2.

Edouard next shared general trends in school wide data, which included:

- Almost all departments have higher average passing rates when compared to the same point in the previous school year;
- Students receiving special education and English language development services preformed on par with general education students; and
- 11th grade level classes are currently the lowest performing.

The Committee then inquired about how the School was using these trends to inform instruction, and Edouard transitioned to the action plans created by school leadership. She shared that recently she and the School Leadership Team held an assembly with the 11th and 12th grade classes to reiterate the School's updated grading policy, which allows students to make a second attempt on an assignment for additional credit. Additionally, administrators are working to set up individual family meetings with all Senior students before Winter Break, given the stakes of passing all of their classes in order to graduate, before moving on to the Junior class. She added that the School is considering an after-school homework program where upperclassmen would be able to be supported in their study habits and complete their homework. She pointed out that these groups of students were in their first or second year of high school when the COVID-19 Pandemic began, and that many of these study and organizational habits were not learned during this time.

Finally, the Committee inquired about teacher morale and expected teacher retention rates. Edouard shared that the majority of staff are doing well, and that those who need additional support were identified early and are receiving additional professional development and time with their managers and mentors. Pina agreed with Edouard, and shared that she would continue to join these meetings over the next few months to share updates on the recommitment process.

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:44 PM.

Respectfully Submitted,  
Annie Azarloza

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#### **Documents used during the meeting**

- Academic Update - Dec 2022.pdf