

APPROVED



## City on a Hill Charter Public School

### Minutes

#### October 2023 Academic Excellence Committee Meeting

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

Monday October 23, 2023 at 5:00 PM

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This meeting took place remotely pursuant to a supplemental budget bill which, among other things, extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025 signed into law by Governor Healey on March 29, 2023. The meeting was held via Zoom at <https://cityonahill-org.zoom.us/j/86514691965>.

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

Alekz Hirschmann (remote), Danielle Canty (remote), Edelyn Contreras (remote)

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

*None*

##### **Guests Present**

Asha Ibrahim (remote), Laura Edouard (remote), Sonya Pratt (remote)

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

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

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

Alekz Hirschmann called a meeting of the Academic Excellence Committee of City on a Hill Charter Public School to order on Monday Oct 23, 2023 at 5:15 PM.

### **C. Approve May 2023 Minutes**

Alekz Hirschmann made a motion to approve the minutes from May 2023 Academic Excellence Committee Meeting on 05-03-23.

Edelyn Contreras seconded the motion.

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

#### **Roll Call**

Edelyn Contreras Aye

Danielle Canty Abstain

Alekz Hirschmann Aye

## **II. SY2022-23 Academic Results Discussion**

### **A. SY2022-23 Academic Results Discussion**

Alekz Hirschmann, Committee Chair, directed the attention of the Committee to Laura Edouard, Principal. Edouard welcomed the Committee and directed the attention of the Committee to the Academic Data Updates as of Quarter 1 Progress Reports. Edouard began by reviewing the grading policy which allowed for all students to be able to retake and rewrite mastery assignments as well as students receiving a minimum of 50% for assignments completed in good faith. The Committee inquired about the retake exams and gave a recommendation to proceed with caution as students are able to memorize answers rather than learn. Edouard acknowledged the recommendation and proceeded to discuss Academic Trends. The School's 12th grade performed exceptionally well. As expected with the adjustment to being in high school, Edouard noted that the 9th grade is the lowest performing grade as of Quarter 1 Progress Reports. Further, Edouard noted Special Education students are performing 10% lower than General Education students and English Learning Language (ELL) students are performing at a higher level than General Education. Edouard then transitioned to reviewing departmental trends over the past three years. She continued on to explain that in comparison to 2021, 2022, and 2023 School Years, all subjects, which include Math, Science, History, Spanish, ELD and ELA, are otherwise generally on trend to be the same, if not better than previous years while still allowing for areas of improvements.

Edouard transitioned to reviewing 2023 MCAS data. She opened the discussion by providing context for the Committee. Edouard noted incoming 9th and 10th grade students entered CoaH at a 5th grade reading level based on NWEA MAP testing taken upon entry. NWEA Map testing taken at the end of year showed 9th graders reading at a 7th grade level and 10th graders reading at a 7th to 8th grade level. Edouard proceeded to review MCAS scores, noting that CoaH met their target in Science scores but were a few points off meeting target scores for Math and English.

### **III. SY2023-24 Academic Goals Discussion**

#### **A. SY2023-24 Academic Goals Discussion**

Next, Edouard began to discuss pre-emptive action plans for the aforementioned MCAS Data. She confirmed that the action plans include, but are not limited to: 1) Universal systems, including binders and assignment notebooks for all students and all teachers responsible for reading comprehension, 2) MCAS alignment with internal exams, 3) attendance success plans and 4) writing course switched to an ELA skills course. The Committee appreciated the push to include MCAS prep in courses.

Lastly, Edouard provided updates on the action plan moving forward. She confirmed that 1) CoaH hired a Special Education Director as well as a Special Education teacher, 2) linked ELD teachers with an ELD administrator to provide support, 3) Friday professional development were changed to lesson planning workshops as well as classroom management and student engagement and 4) CoaH sent home warning notices with progress reports to students at risk of too many absences. Sonya Pratt, Executive Director, added to the action plan moving forward mentioning the efforts of CoaH which included networking and visiting other schools, connecting with a MCAS Prep consultant to create a curriculum for a scheduled boot camp in February, as well as switching English courses to Intro to Literature books. Pratt directed the attention back to Edouard and Edouard opened the floor for questions. The Committee mentioned they were pleased with the action plan and efforts.

### **IV. 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 6:00 PM.

Respectfully Submitted,  
Aleks Hirschmann

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

- CoaH Academic Data 2023-2024\_23.10.23.pdf