APPROVED

Merrick Academy Charter School

Minutes

Monthly Board Meeting

Date and Time
Tuesday May 28, 2019 at 7:30 PM

Location
136-25 218th Street Springfield Garden, NY

Trustees Present
G. Karikari, J. Ding (remote), L. Johnson, T. Boothe, T. Pierre-Louis

Trustees Absent
C. Dalgetty-Jarvis, M. MUNOZ

Guests Present
A. Manuel, D. Goulbourne, S. Pugh

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

G. Karikari called a meeting of the board of trustees of Merrick Academy Charter School to order on Tuesday May 28, 2019 at 7:42 PM.

C. Approve Minutes

T. Pierre-Louis made a motion to approve minutes from the Monthly Board Meeting on 03-26-19 Monthly Board Meeting on 03-26-19.
L. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
G. Karikari	Aye
C. Dalgetty-Jarvis	Absent
J. Ding	Aye
L. Johnson	Aye
T. Pierre-Louis	Aye
M. MUNOZ	Absent
T. Boothe	Aye

II. Executive Director's Report

A. Executive Director's Report

Dr. Manuel discussed the following in his report;

- School leaders , operations and other consultants along with BoostEd to finalize the 2019-2020 budget, to date it is 85% completed.
- A copy of the current will be sent to the board.
- This month was also spent looking at the strategic plan,communication documents are being sent out in June to faculty, families and partners to inform them of our strategic goals and plans for the next five years.
- The academic leadership team and ED were accepted to Harvard's Turnaround Leadership institute to be held in Boston from June 3-7th.
- The academic team continues to implement the new curriculum, coaching cycles and improvement measures as part of the academic strategic plan.
- Summer school programs have been planned as well as pre-service dates and priorities
- DEH partners continues to provide support, he is scheduled to be here until the end of March.
- To date there has been 58 students registered.
- We are currently recruiting teaching candidates for the 2019- 2020 school year.

III. Chief Academic Officer's Report

A. Chief Academic Officer's Report

Ms. Pugh noted the following;

- The academic team has been looking at positioning much better, they are also focused on end of year testing.
- Currently doing work with the AF for math .

- We are also looking at scheduling, a contractor is scheduled to come in to work with us on this.
- Final I-Ready testing is being completed, this is expected to be done by June 7th.
- There has been 75% of Observations completed, we are expected to completely be finished by June 15th
- Incoming students screening week will be June 10-15th
- Science written exam will be on June 3rd
- June 6th will be a full day for professional development

IV. Director of Operation's Report

A. Director of Operations Report

- It was reported that there has being 58 students registered to date , 28 awaiting confirmation out of this number 12 awaiting paperwork to be submitted.
- This summer we are looking to catering to 150 students.
- Current enrollment is at 533 students
- Teacher attendance is presently at 96%

V. PTO President's Report

A. PTO President Report

The PTO president reported the following;

- There was a new PTO executive board voted on, President - Joanne Cummings; Vice President - Shaquanna Webb; Recording Secretary- Jacqueline Brown; Treasurer- Charlene Jamison; Corresponding Secretary - Aliyah Skelton and Fiinancial Secretary - Miriam Guity.
- There has been a petition for a new election that is currently being reviewed.
- Merrick Services Support Group will be going on a trip to Sesame place on June 15th among other fund raising activities.
- As of April 30, 2019 there is $25, 400.70 in Treasury.

VI. Committee Reports

A. Academic Committee

The Academic committee did not get a chance to meeting this period.

B. HR Committee

The HR committee met on May 15th, and discussed the following;

- Recruitment plan
- Teacher Evaluations
- PD plan for 2019-2020

- Strategic Plan

C. Finance Committee

The Finance committee met during this period and looked at the following;

- Budget development 2019-2020
- Personnel updates
- Per Session budget

D. Operations Committee

The operations committee met on May 21st, they discussed the following;

- Strategic plan
- Budget development
- Operations Re-Organization
- Summer School Budget

VII. Action Items

A. Approval for Merrick Academy to participate in the RELAY/GSE program

T. Pierre-Louis made a motion to approve Merrick Academy to participate in the RELAY/GSE program.
L. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Karikari	Aye
T. Boothe	Aye
T. Pierre-Louis	Aye
C. Dalgetty-Jarvis	Absent
L. Johnson	Aye
J. Ding	Aye
M. MUNOZ	Absent

B. Approval of the AF Accelerate ES Math navigator program

T. Pierre-Louis made a motion to approve the AF Accelerate ES Math navigator program.
L. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Ding	Aye
T. Boothe	Aye
C. Dalgetty-Jarvis	Absent
L. Johnson	Aye
M. MUNOZ	Absent

Roll Call

G. Karikari	Aye
T. Pierre-Louis	Aye

C. Approval of Patrick B.Jenkins & Associates- Stakeholder Outreach for Charter Renewal

T. Pierre-Louis made a motion to approval Patrick B.Jenkins & Associates- Stakeholder Outreach for Charter Renewal.
L. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Karikari	Aye
L. Johnson	Aye
J. Ding	Aye
C. Dalgetty-Jarvis	Absent
M. MUNOZ	Absent
T. Pierre-Louis	Aye
T. Boothe	Aye

D. Distinctive Public Affairs Stakeholder Outreach and communication support for Charter Renewal

T. Pierre-Louis made a motion to to approve the Distinctive Public Affairs Stakeholder Outreach and communication support for Charter Renewal.
L. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Pierre-Louis	Aye
C. Dalgetty-Jarvis	Absent
G. Karikari	Aye
J. Ding	Aye
T. Boothe	Aye
M. MUNOZ	Absent
L. Johnson	Aye

VIII. Comments from the public

A. Public Comment

There was an average turnout from the parent population. Parents , teachers and the board had a vibrant discussion. Parents expressed concerns on how the PTO elections were handled.

IX. Executive Session

A.

Motion to enter Executive Session

T. Boothe made a motion to to enter executive session to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
T. Pierre-Louis seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Ding	Aye
T. Boothe	Aye
L. Johnson	Aye
G. Karikari	Aye
C. Dalgetty-Jarvis	Absent
T. Pierre-Louis	Aye
M. MUNOZ	Absent

B. Motion to exit executive session

L. Johnson made a motion to exit executive session.
T. Boothe seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Boothe	Aye
M. MUNOZ	Absent
C. Dalgetty-Jarvis	Absent
T. Pierre-Louis	Aye
L. Johnson	Aye
J. Ding	Aye
G. Karikari	Aye

X. Closing Items

A. Adjourn Meeting

T. Pierre-Louis made a motion to adjourn the meeting.
L. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Pierre-Louis	Aye
T. Boothe	Aye
G. Karikari	Aye
M. MUNOZ	Absent
J. Ding	Aye
C. Dalgetty-Jarvis	Absent
L. Johnson	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:00 PM.

Respectfully Submitted,
D. Goulbourne