



The New American Academy Charter School

Minutes

TNAACS Board Meeting

Date and Time

Thursday April 27, 2023 at 5:00 PM

Directors Present

C. Cuellar-Lezcano (remote), C. Kelly (remote), H. Hunt (remote), V. McDonald (remote)

Directors Absent

E. DeAngelis, F. Monroe, K. Yu

Guests Present

J. Trani (remote), L. Parquette Silva, M. Lynch (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Kelly called a meeting of the board of directors of The New American Academy Charter School to order on Thursday Apr 27, 2023 at 5:00 PM.

C. Approve Minutes

H. Hunt made a motion to approve the minutes from TNAACS Board Meeting on 03-16-23.

C. Cuellar-Lezcano seconded the motion.

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

II. Finance

A. TNAACS Monthly Financials & Finance Committee

Elaine Schmiedeshoff from CSBM reviewed the monthly financials for the board. She stated TNAACS is in a great financial position, with 1.9 million cash in the bank. She stated that cash on hand has decreased, but this was because March is a non-per pupil month. This is similar to January's number, which was also a non-per-pupil month. Elaine said this was typical and expected. She shared that TNAACS projected cash on hand is still 4.2 million.

Elaine went on to say there were few changes since last month, with current and projected revenues expected to be at just over 7 million, which is slightly higher than anticipated due to higher student enrollment. Benefit expenses are lower than anticipated, and payroll is lower than anticipated however sub expenses are up. CSBM is still anticipating a 354, 000 net operating income by the end of the fiscal year.

III. Data

A. Enrollment and Recruitment Data

J. Trani shared enrollment and recruitment data and discussed how this data is used to project enrollment. This data is shared with our Outreach Team at a weekly Outreach meeting. The committee is monitoring:

- number of student applications
- number of student registrations in process
- number of completed registrations

Our goal is to get to 315 enrolled students for 2023/2024. Jenny shared how, the year before, we noticed TNAACS lost existing family enrollment, so retention is also a goal for the school. Next, Jenny shared a "leads" document that includes the names and contact information of families interested in TNAACS. These leads often come from our website or the Schola website. The team uses this document to keep track of communication with these potential families ensuring that we are engaging with them and building relationships. The Outreach team then discusses action steps for recruitment and retention. Some recent actions have included:

- Renewal of the Schola app
- retention events, such as families coming in for an EarthDay planting event and a Mother's Day event
- Review of the monthly family calendar
- Recruitment trainings

IV. Education

A. Summer School Update

TNAACS has received a Summer Boost summer school grant from Bloomberg Philanthropies. Lisa Silva shared with the board the logistics for the summer school program:

- TNAACS was awarded 138,000 for the program
- The program is for rising 1st graders through rising 5th graders
- The program will run from July 5th through August 1st
- Five days a week - Monday through Thursday, 8:00 AM to 1:00 PM will be academic, and 1:00 PM to 4:00 PM will be enrichment with Roads to Success. On Fridays, students will be with Roads to Success from 8:00 AM until 4:00 PM.
- The goal is for the student to teacher ratio to be 12:1
- We will use the Lavinia curriculum provided by summer boost. It is a scripted curriculum with a proven track record.
- Teachers will receive 4 days of training on the curriculum.
- Funding is per student, similar to Per Pupil funding.
- Success is measured by high attendance and high achievement.
- Required to have 60 hours of academic instruction in reading and math by the end of the program.
- There will be daily weekly, and end of program incentives to ensure high attendance
- Jenny will lead a virtual parent information session about the program on May 10th

B. Staffing Update

Lisa Silva shared that because enrollment is projected to be higher next year, TNAACS is anticipating having 3 k classes and 3 1st-grade classes for the 2023/2024 school year. Two years ago, TNAACS only had one K class. This means the school needs two lower-loop teachers. The leadership had an interview/demo lesson with a teacher from a different charter school. The teacher did well, and the school has made her an offer for a position and is currently negotiating with her. She will come in as an Associate. We also have a TA on staff who was originally a sub for the school and has expressed interest in teaching. We will be scheduling a demo lesson for her.

TNAACS has been working with The NY Charter School Association around ways to be unique in the charter school market. Several years ago, TNAACS won a Brooklyn Borough President's grant for STEM carts, 3D printers, and drones, but we aren't currently using them. The Association recommended starting a STEM or STEAM program. We currently have an extra 5th-grade teacher who wants to teach STEM, is willing to be trained, and has already been trained in Project Lead The Way (PLTW). We have offered her a STEM cluster position, and she has accepted. The Charter

Association has offered to connect us with organizations that can train our teachers and support the creation of a STEM program.

Based on enrollment, TNAACS would also like to hire a third DTL. One DTL will focus on K/1, one DTL will focus on 2/3, and one DTL will focus on 4/5. We are looking to hire a DTL for 2/3. We are looking for someone with leadership experience, mentoring experience, coaching experience, and supervisory experience. Jenny Trani shared the job postings with the board.

V. Committees

A. Governance Committee

Colleen Kelly Shared some updates from the Governance Committee. The committee is in the process of reorganizing the board folders on the drive. The folder will have several sub-folders, including one for agendas and three renewal benchmark folders, one for benchmarks 1 to 3, one for benchmarks 4 to 7, and one for benchmarks 8 to 10.

Colleen shared that she went to a Board on Track PD about evaluations and then did a follow-up with a Board on Track representative. She shared that Lisa has been coordinating the evaluation surveys, but now that the board is built out, it is something the board should take over.

Next, Colleen asked that board members go onto Board on Track and build their profile, including a bio. The goal is to create a "Meet The Board" page on the school website.

Finally, Colleen asked for a board volunteer to record the next board staff update video. The video should be 2 and a half to 3 minutes. Lisa will share it at a May staff check-in. Mac volunteered to make a video.

The board wants to have lunch with the staff. June 8th was suggested as it is a half day for students.

VI. Other

A. Renewal Updates

Lisa Silva shared updates about the renewal process. She shared that during the visit with The NY Charter Schools Association, they shared that many renewal votes were happening later this year, many in May and June.

Lisa then went through the evaluative comments document for the renewal site visit report. She said that the purpose of the evaluative comments submitted by the school was to put some things stated in the renewal report in context.

Next, Lisa shared the 2023/2024 action plan written in response to the renewal application report. The action plan is detailed and designed to help the school set goals for improvement.

VII. 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 7:00 PM.

Respectfully Submitted,
L. Parquette Silva