



Beatrice Mayes Institute

Regular AE Committee Meeting & Work Session

Published on August 22, 2022 at 3:45 PM CDT

Date and Time

Tuesday August 23, 2022 at 8:00 AM CDT

Location

Market Square Tower Board Room
777 Preston St.,
Houston, Texas
77002

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:00 AM
A. Record Attendance		Almitra Berry, Ed.D.	1 m
B. Call the Meeting to Order		Almitra Berry, Ed.D.	1 m
C. Approve Minutes	Approve Minutes		5 m
II. Working Session			8:07 AM
A. Review Committee Composition	Discuss	Almitra Berry, Ed.D.	6 m
B. Review Key Responsibilities, Role & Function	Discuss	Almitra Berry, Ed.D.	7 m
C. Review BMI Key Charter Promise	Discuss	Christopher Mayes	10 m
III. Guest Presentation			8:30 AM

	Purpose	Presenter	Time
A. Demonstration: ProUnitas	FYI	Guest: Adeeb Barqawi	60 m
IV. Working Session (Continued)			9:30 AM
A. Annual Calendar	Discuss	Almitra Berry, Ed.D.	30 m
Build the AE committee responsibilities on top of the 2022-23 SY calendar. Include:			
<ol style="list-style-type: none"> 1. Present annual academic achievement goals for approval by the full board. 2. Provide annual board training on issues related to academic oversight and evaluation of student achievement 3. Committee self-evaluation (annual) 4. Present annual committee self-evaluation to the board 5. Other items as determined by the committee 			
B. Break	FYI		10 m
C. Academics: Current & Future State	Discuss	Almitra Berry, Ed.D.	45 m
Guiding Question: <i>Where do we want to be in five years?</i>			
<ol style="list-style-type: none"> 1. Define what academic excellence is for BMI (formal statement) <ol style="list-style-type: none"> 1. Scope of academics this committee will address 2. Role of SEL as part of academics 3. Social Justice in academics 4. other elements 2. Review where we are now 3. Discuss state targets 4. Establish our stretch goals (3 - 5 SMART goals) 5. Discuss needs & strategies to accomplish the mandatory & stretch goals 			
D. Faculty Professional Learning	Discuss	Almitra Berry, Ed.D.	30 m
<ol style="list-style-type: none"> 1. Conferences to attend 2. Conferences to submit to for staff presentations 			
E. Developing a Culture of Inclusion	Discuss	Almitra Berry, Ed.D.	15 m
Getting teaching staff and student caregivers more involved.			
<ul style="list-style-type: none"> • Develop 3 SMART goals • Establish first steps 			
V. Closing Items			11:40 AM

	Purpose	Presenter	Time
A. Set place & time for next meeting	FYI	Almitra Berry, Ed.D.	3 m
B. Adjourn Meeting	Vote	Almitra Berry, Ed.D.	1 m