APPROVED

Veritas Preparatory Charter School

Minutes

Academic Achievement Committee Meeting

Date and Time
Thursday May 13, 2021 at 8:00 AM

Location
Veritas Prep Charter School 1st Floor Conference Room or Zoom Dial-In Number: Join Zoom Meeting
Ashley Martin is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting
https://us02web.zoom.us/j/6012703592

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Committee Members Present
A. Martin (remote), D. Janes (remote), J. Crowell (remote), R. Romano (remote), R. Sela (remote)

Committee Members Absent

A. Clark, G. Moody

Guests Present
Jonathan Swan

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Martin called a meeting of the Academic Achievement Committee of Veritas Preparatory Charter School to order on Thursday May 13, 2021 at 8:03 AM.

C. Approve April Minutes

D. Janes made a motion to approve the minutes from Academic Achievement Committee Meeting on 04-08-21.
J. Crowell seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

R. Romano	Aye
A. Clark	Absent
G. Moody	Absent
D. Janes	Aye
R. Sela	Aye
J. Crowell	Aye
A. Martin	Aye

II. Academic Achievement

A. Key Academic Goals Report: Attendance, HW, Coaching

Ashley reported that 76% of students are back in person across all four grades. We had planned to report out this month about our coaching goal but we have not yet surveyed teachers again on this question since we transitioned back to in-person. We are coaching teachers, watching videos of the best hybrid instruction in both schools and sharing ideas about coaching points and support for teachers to improve quality of hybrid learning. We had determined that we would not be giving homework this year because of the asynchronous work in science and social studies so we do not have the data point around this for the accountability plan this year. Rebecca asked if homework was something we were reconsidering and the response was no, that we do hope to return to our Pre Covid expectations around homework. In general, we know that our students are turning in more work now than at the start of the year, we know that students read less this year than they did in previous years, math feels similar. Without monitoring students

on task and work completion so closely the way we do at school, we've seen less production from students. Jonathan Swan reported that there is a gap between students with special needs and general ed students in terms of work completion and progress.

B. Tiered Focused Monitoring Updates

Jonathan reported out to the committee that we received our final report for special education, civil rights that showed no findings. We did receive a separate letter about one specific IEP and the letter noted that the student file did not represent the process that was followed. In this case, the team had followed up with the parent many times to get the IEP signed but did not document these attempts in the file. We used this feedback to consider how we can document and update the student files. The team has to make several attempts to get IEPs signed on a frequent basis so we have been brainstorming the best way to follow up with parents and also to document it for future reviews. We will add this to our special ed handbook. Rebecca asked about whether this was a pandemic related issue and Jonathan explained that it was not and as a result of the pandemic we have incorporated Docusign and are relying more on technology which we will continue to do post-pandemic. We will also support the teachers and team to be more clear with parents that there is a timeline we must follow, to apply some urgency for them to sign and return by deadline.

The English Learner Education program review resulted in one finding about teacher PDP certificates which teachers need to renew their teaching license. This is a coordinated effort with Amy and Shannon to ensure we have a system for tracking these PDPs and keeping record of them for all teachers. We will implement these changes at the start of the new school year. Rebecca made a note about this being a selling point to teachers to emphasize when recruiting and retaining.

C. Charter Renewal Update

Ashley shared that the Academic Program Section of the charter renewal that is most relevant to this committee. Criterion 5 - Student performance section is all about our data, we will be pulling our headlines from the last several years. We will high light the strengths of our math program, we will highlight that the year before covid we made big progress toward meeting our goals., we will highlight how we have improved service to special education students and the outcomes of our work to improve interventions and support for special ed students. In terms of moving forward, we will highlight some of our tech tools that are helping us to personalize learning for students in reading and math, we will also talk about the work we plan to do with a reading consultant to increase reading performance. Dale suggested that he imagines they will want to know how we have and will react to learning loss post-pandemic. He suggested that we must be prepared to explain how we plan to change or improve curriculum and interventions to respond to learning loss.

Criterion 6 is Program Delivery - we will highlight in this section improvements made over the last 5 years to our curriculum to provide better access to special ed students, shifts to the common core in math and ELA, and shifts to history and science aligned with changes to state standards. We have a lot of plans for stronger, aligned interventions which we may highlight here in this section.

Instruction - we have clarified and revised our vision for quality instruction over the past five years, here we will narrate the ways we support teachers through structures like weekly PD, content meetings, planning meetings, etc. We will also share here work we have been doing in PD to build more capacity in our teachers to talk and teach about race, to incorporate more culturally relevant texts, and the work we are doing to live into our anti-racist standards around curriculum and instruction.

Assessment - We engaged the School Empowerment Network to observe and provide us with feedback about our academic program. Assessment was a strength they noted.

Supports for all Learners - we will narrate and share the DCAP, additions and revisions to the DCAP like screening and tech tools.

III. Closing Items

A. Adjourn Meeting

R. Sela made a motion to adjourn.
D. Janes seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
J. Crowell	Aye
A. Martin	Aye
D. Janes	Aye
A. Clark	Absent
R. Sela	Aye
R. Romano	Aye
G. Moody	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 AM.

Respectfully Submitted,
R. Sela