

## Attendance

Steve Zimmerman, Trustee

Harry Elish Trustee

Angela Howard, Trustee

Jim Traub, Trustee

Richard Lee, Principal

Desireee Galashaw, Assistant principal

Ana Vasquez, Open School Project

A meeting of the Board of Trustees (the "Board") of The Academy of the City Charter School (the "School") was held on August 22, 2014 at 5:00 P.M. at the School (31-29 60<sup>th</sup> Street Woodside, NY 11377).

The following members of the Board were present:

James Traub, Angela Howard, Steve Zimmerman, and Harry Elish (via Skype).

The following staff members and visitors were present:

Richard Lee (Principal), Desiree Galashaw (Asst. Principal) and Ana Vasquez (OSP).

Angela Howard called the meeting to order. James Traub presented an update from the Development Committee about what could be done to raise \$20K. JT suggested that the committee needed to write a good letter with "clear deliverables," something that would require the committee to "get a sense of the things we really need." Report expressed concern with how test scores will affect fundraising efforts. Richard Lee will write a list of items to be covered by fundraising. RL estimated cost to cover Smartboards would be around \$25K.

Harry Elish reminded Board to address minutes from July meeting. AH moved to waive readings of July minutes and approved the minutes as written. JT seconded motion. Motion was passed.

RL presented the School Report. Report exhibited that school has a 100% enrollment rate. School is serving 351 students and has a classroom size of 28 students per classroom.

School has hired a new administrative assistant working in the front office. School is also looking for a new Special Ed Coordinator. For the beginning of the school year, school will provide Special Ed services through a Special Ed service provider. Search for Coordinator will be ongoing. Special Ed Coordinator will oversee services for K, 1<sup>st</sup>, and 2<sup>nd</sup> grade.

RL mentioned that there has been a lot of work related to school programming in order to ensure academic needs are met. RL has met with every grade level to emphasize "engagement on task learning." He is also committed to spending more time in the classroom to provide coaching strategies on setting up lessons.

School has received good PD sessions with Accelerated Learning and school renovations are nearly complete.

School has hired a Dean of Student Culture. RL hopes that this will increase student engagement and learning, which will hopefully translate to improved test scores. 2014 state assessments revealed a significant discrepancy between scores from the multiple choice and short answer sections. Students scored much better on the

multiple choice section. HE asked if there was a response from parents regarding test scores. RL sent a letter similar to the one the board received to parents and only received one phone call regarding individual student scores. Desiree Galashaw added that no parents have pulled students from the school.

JT asked RL about what factors could have influenced this discrepancy. RL mentioned several factors including the first year of GoMath implementation and the wording of Common Core questions. School needs to focus on short answer questions, something that will be incorporated into the curriculum. School will take a more focused approach by increasing class assessments from 3 times a year to having assessments at the beginning and end of each unit. DG added that this approach would increase data that could be used to make course corrections. DG mentioned that teachers were “disappointed” at test scores.

AH deferred Committee Report to take time to discuss test scores. DG mentioned it was suggested “testing fatigue” influenced score discrepancies but “school has a plan” to address results. AH established that Education Committee is fully committed to start figuring out an appropriate goal for 2015.

RL mentioned test results link into “the message we have” for upcoming charter renewal. Renewal message will focus on demonstrating how much the school has grown over time by comparing performance to internal assessments. This will be addressed in-depth in the annual report for the September board meeting.

Steve Zimmerman presented the Open School Project report. Report presented that OpenSchool had delivered their first PD with AoC where teachers were walked through the app. SZ mentioned app is “a good alternative assessment tool” for measuring success in terms that are important to the school and its mission. RL is mandating use of the app particularly for “seminal projects” that they are advocating for teachers to complete.

Report also exhibited an update on middle school facilities. SZ mentioned that the process for finding a developer was slow. JT asked if they had a time line for planning stage. SZ mentioned they have a tentative deadline for 2015—2016 but was “not sure this might happen.” OSP has also submitted an MOU with the Variety Boys and Girls Club of Queens.

OSP is also working to develop a community partnership with the Lower East Side Girls Club. LESGC is a community-driven organization with “an incredible model to emulate.” OSP is planning a visit to LESGC on 9/5.

The meeting was adjourned at 5:45 P.M.