



Howard Road Academy
Public Charter School of Excellence
701 Howard Road, S.E.
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Board of Trustees - Open Board Meeting
October 20, 2011

Board Members in Attendance:

Dr. LaTonya Henderson, Board President; Dr. Carla Bailey, Co-Chair; Chrystal Jones, Board Member, Clara Duhon, Treasurer; Valerie Grant, Board Member

Board Members Excused:

Keith Reed, Co-Chair; Dr. Talmadge Williams, Board Member; Kevin Stephenson, Board Member; Jewel Goodman, Board Member; Tracey Proctor, Board Member; Dr. Marjorie Lloyd, Board Member

Others in Attendance: *Dr. Latrice Hicks, HOS-Main; Dr. Nicole Garcia, HOS-PABC; Deitra West, Director of SPED; Dr. Shelley Jallow, RVP Mosaica; Roger Gray, SVP Mosaica; Usha Jayanthi, CFO; Aaron Jackson, 21st Century Director; Tameka Martin, PTO President*

Dr. Henderson called the meeting to order at 6:50 pm and noted that there was not a quorum.

Approval of Minutes

There being no quorum, the September 15, 2011 minutes were deferred to the November 17, 2011 Open Board meeting for approval.

Public Comment:

Dr. Henderson responded to the PTO about their concerns last month. She noted that going forward; all email concerns of the PTO should be copied to her and Dr. Bailey. She mentioned that the HRA website is up-to-date. She further stated that the PTO has established a working relationship with Dr. Garcia at the PABC campus. The 21st Century Program has begun and Mr. Aaron Jackson is the contact person.

There was discussion about the teacher per pupil ratio. The Board will work with the Head of Schools and Mosaica to identify resources, personnel, and the budget to effectively meet the needs of the children.

Dr. Henderson opened the floor for comments. Ms. Moye gave the monthly report on the PTO events and activities including the upcoming PTO meeting being held at the PABC campus. The PTO disseminated surveys to all three campuses and will give a summary of the results at the next Open Board meeting. After committees are in place, the PTO will submit proposals, at least one month before the event, to the Board. The PTO presented their initiatives and plans to achieve their fundraising goal for the 2011-2012 school year. Dr. Henderson asked that the PTO meet with the HOS to coordinate all activities. The PTO has a mail slot in the main office for comments, questions or concerns.

Questions and comments were presented by the PTO about 1) faculty and staff support of the PTO, 2) HRA school bus, 3) pupil to teacher ratio and instructional aides, and 4) tutoring services for families who do not receive free or reduced lunch. These issues will be submitted to the Board members for a response.

HOS's Report – Main Campus

Dr. Hicks provided and summarized the monthly Principal's report and asked if there were questions. Dr. Henderson noted that the meals item be added to the report and requested that the *Wolverine* newsletter be sent to the Board earlier.

Finance Report

Mr. Gray explained that he is fine-tuning the financial report in the area of grant reporting and expenditures on a quarterly basis to include IDEA, consolidated Title I and II and the 21st Century showing both ended and new applied phases. He stated that the financial audit is ongoing and he will apply for an extension to assure no late findings. Mrs. Jayanthi is working on other financial issues and a report will be provided to the Board by next Friday.

HRA RVP Report

Dr. Jallow presented her report and provided a handout. She gave new information and the status of instructional programs and staff updates. A sample master schedule for the Middle School was provided and discussion was held regarding staff and resources needed, addressing the Mosaica Model and the DC health requirements.

A corrective action plan is in place until the end of November. Mosaica will send someone to work with Mrs. West on compliance. Dr. Jallow covered the areas of focus for improvement from observations made by Mosaica. Dr. Henderson asked about the teacher observation tool and commented that it needs to be aligned with what we currently have in place. In reviewing timelines and budgets, Dr. Jallow will bring back to Board the observation tool and the tentative schedule. Dr. Jallow will provide a weekly update Mosaica report to the Board.

Dr. Henderson noted that all staff members are required to attend three (3) Open Board meetings during each school year and must make sure they sign in at each meeting they attend.

Dr. Hicks spoke about the Family Feud for staff and thanked all team members for their participation. The suggestion was made to promote accomplishments for HRA student and staff of the month and a mentorship program for new staff members and staff in new positions.

Open Board Items

There being no quorum, this agenda item was deferred until the next Open Board meeting.

Adjournment

Dr. Henderson announced that the next Executive Session is scheduled for November 3, 2011. There being no further business, the meeting was adjourned at 7:20 p.m.



Dr. LaTonya Henderson
HRA President



Dr. Carla Bailey
Co-Chair