



Howard Road Academy
701 Howard Road, SE
Washington, DC 20020

Open Meeting
August 19, 2010
Board of Trustees

Mrs. Crystal Jones Mr. Keith Reed Ms. Clara Duhon Mrs. Jewel Goodman
Chair Co-Chair Treasurer Secretary
Dr. Carla Bailey Mr. Kevin Stephenson Ms. Tiffany Aziz

A. Preliminary

- a. **CALL TO ORDER-Ms. Jones**-called the meeting to order at 6:36 p.m., Howard Road Academy, 701 Howard Road SE, Room 305 Washington, District of Columbia
- b. **ATTENDANCE**-The following members were present: Ms. Chrystal Jones, Ms. Clara Duhon, Ms. Jewel Goodman, and Mr. Kevin Stevenson. Additional personnel in attendance were Mosaica Turnaround Partners COO-Dr. Porter, CAO-Mr. Simmons, CFO Usha Jayanthi, Senior VP of School Finance- Mr. Roger Gray
- c. **WELCOME TO THE AUDIENCE:** Mrs. Jones welcomed the audience.
- d. **ABSENTEES:** The following Board Members were not available. Dr. Carla Bailey

A formal Quorum was not present.

B. Meeting Agenda:

- a. Last Meeting minutes were not read. (not available)
- b. Financial Report-Mr. Roger Gray and Ms. Usha Jayanthi
 - i. Prepared July and August financial Statements.
 - ii. No packet to present to the board but will be available.
- iii. Next on Agenda is budget modification to prepare for the audit.

- iv. Usha-purchased the school bus and we are currently interviewing for drivers
- v. We have liability insurance until we hire a driver and are able to provide their driver license number and registration number
- vi. Once a driver is secured full coverage will be added to the bus.

c. COO Report-Presented by Mr. Tracey Johnson

- i. Very glad to be back with Howard Road Academy
- ii. In the process of completing building assessments for each facility.
- iii. The Middle School Campus looks great.
- iv. A lot of repairs are needed at the main campus.
- v. Plumbing and flooring needs to be repaired in the bathrooms.
- vi. Mr. Johnson has spoken with a contractor to look into pricing for woodchips and repair of the fence.
- vii. There are concerns cleaning concerns at the PABC campus.
- viii. The cleaning contract has expired.
- ix. Working to nullify the situation.
- x. Looking into getting additional equipment for the snow.
- xi. There is a possibility of working with Bolling AFB to inquire if there is a possibility of opening a charter school on the base.
- xii. The school would be integrated with children from the base as well as children from surrounding neighborhoods.
- xiii. Ms. Chrystal Jones is concerned that PABC is operating off of an expired cleaning contract.
- xiv. Ms. Usha Jayanthi is in the process of completing a spreadsheet including contracts and deadlines.
- xv. Ms. Chrystal Jones would like help from Mosaica with contract grants and deadlines to ensure we are in compliance.

d. CAO Report-Presented by Mr. Stiles Simmons

- i. Individual Meeting with each Head of School
- ii. Discussed his expectation of each individual as well as their expectations of him.
- iii. Transportation Services: School purchased a 30 passenger school bus.
- iv. Interviewing candidates to serve as the bus driver.
- v. Many thanks to Ms. Jayanthi, Mr. Gray, and Mr. Johnson for closing the deal for the school bus.
- vi. Plans to remain aggressive in the recruitment of students.
- vii. Department of Mental Health is interested in partnering with HRA.
- viii. HRA will provide space for DMH to work with students.
- ix. Services will be of no cost to HRA or families.
- x. Information will be posted to the HRA website.
- xi. There will be a slight change to the Agenda format. Each principal will be giving a report on their specific campus.

- x. **Dr. Latrice Hicks**-Principal of the Main Campus
 - b. There is an attendance policy in place.
 - c. There are training dates for Power School built into the calendar for teachers and administrative staff.
 - d. Attendance forms have been created for students.
 - e. Dr. Hicks is working with Mr. Zellner to add new student names.
 - f. Students that have not attended school this week have been contacted.
 - g. There are no discipline issues to report to the board at this time.
 - h. Back to School night is scheduled for September 2, 2010.
 - i. Proof of Residency for returning students took place July 6 through July 30, 2010.
 - j. Scan Tron will begin August 23, 2010.
 - k. 8/23 and 8/30 are Co-Teaching and SST Training days for staff.
 - l. Will meet with each teacher to go over individualized plans for the school year.

- xi. **Mr. Claude Presley**-Principal of the Middle School campus
 - a. Mr. Presley thanked his staff members Ms. Manigult and Mr. Anderson, as well as other staff for helping to prepare the building for students.
 - b. HRA served 148 students during summer school. The program was fully funded.
 - c. There is full enrollment of 128, 124 students already started
 - d. There was 100% Parent participation at the Parent Orientation.
 - e. There are openings for a Math and a Science Teacher
 - f. Will be using a Custom Typing program for the Technology class.
 - g. In the process of creating a partnership with Thurgood Marshall High School
 - h. Eighth grade students are in the process of creating portfolios.
 - i. Students will attend the high school fair at Thurgood Marshall.
 - j. The goal is to have students accepted into high school by March.
 - k. There are no discipline issues to report to the board at this time.
 - l. There is a waiting list: 2 names for the 8th grade and 10 names for the 7th grade.
 - m. Second Step: Violence Intervention Program Starting next week.

- n. Contacting Thurgood Marshall and the Salvation Army to inquire about usage of their gym for PE.
- o. Implementing the Target Orbitory Program this year.
- p. Students will attend 10 week elective classes to include: Technology, Art, Music (chorus), Life Skills, and Spanish
- q. Of 128 students, 68 scored advance on the DC CAS.

xiii. **Ms. Nicole Garcia**-Principal of the PABC Campus

- a. Enrollment is 149 students.
- b. Suspects that more students will enroll after DCPS begins 8/23.
- c. Working on strengthening the core curriculum for early Childhood.
- d. Will be working from the same curriculum for 1st and 2nd grade.
- e. Pre-K now has textbooks.
- f. Will include books on tape and cds for sensory learning
- g. Parent Orientations scheduled for July and August
- h. Back to School night scheduled for Septemeber 21, 2010
- i. Professional Development planned for staff on September on September 17, 2010. Also working with a consultant to create a school improvement plan
- j. There is now a screening in place for early childhood students to detect developmental delays.
- k. Ages and Stages (Safe School Grant)
- l. Doctoral Proposal: Parental Involvement/Engagement
- m.** Dissertation: Differentiation in Parent's opinion of role and Teacher's opinion of parent's role.
- n.** Parental involvement is critical.
- o.** Purpose: Can schools gain parental involvement
- p.** Using Dr. Joyce Epstein's Framework for parental involvement.
- q.** Components of Framework-Collaborating, Communication, decision making, volunteering
- r.** Conclusion: Parental involvement declines at higher grade levels.
- s.** Relationships: Affluent parents versus economically challenged parents tend to more involved in their child's educational career.
- t.** Asking permission of the HRA Board to use Epstien's survey to give to HRA Parents. (Neither Student nor Parent names will be used).
- u.** Ms. Chrystal Jones does agree to the survey and feels that it will bring some clarity in helping to work with parents more effectively

iv. Ms. Rohini Ramnath-Data Manager (DC CAS Scores)

- a. Proficiency levels: Advanced, Proficient, Basic, Below Basic
- b. In 2009, the third graders had 27.27% of the students score below basic in math
- c. In 2010, the fourth graders had only 16.13 % score below basic in Math
- d. In 009, the fifth graders had 11.76% of the students score below basic in Reading.
- e. In 2010, the sixth graders had only 6.94 % score below basic in Math.
- f. Special Education students in eighth grade were Proficient in both Reading and Math.

e. Mosaica Report-Presented by Dr. John Porter

- i. Only 10 schools made AYP throughout the district.
- ii. Recruitment and Enrollment: Mr. Simmons checks numbers
- iii. There are a number of webinars scheduled on Performance.
- iv. Entered into a partnership with McGraw-Hill today.
- v. McGraw-Hill will assist with turn-around and provide many assessment tools to help put strategies in place.
- vi. McGraw Hill will do a Public Service Announcement for HRA.
- vii. McGraw Hill also has a number of grants that HRA be appropriate for HRA.
- viii. McGraw Hill has many resources. Will work with Mr. Simmons to Identify which resources will be a good fit for HRA.

f. Open Items-Presented by Mrs. Chrystal Jones

- i. Oasis Program, shared vision with Ms. Howard
- ii. Staff will need training in order to achieve goals
- iii. Proposed that program fall under the Administrative Section of the Organizational Chart (Mr. Simmons and Mr. Johnson will need to have a dialogue).
- iv. The program may need to accept drop-ins.
- v. Oasis should remain a self-sustained program.
- vi. We will not turn children away, but we will have to find a creative way to service all children.
- vii. We have to find a way to make the program work while we are adhering to the strict guidelines of the pro
- viii. Requests a calendar of deadline dates for Compliance for each department.
- ix. Requests a chart with Back to School Night Dates and PTO Meetings for each campus.
- x. Will contact Parents to inquire as to how they feel about operations.

- xi. 21st Century is on target to spend grant funds by 10/30
 - xii. Not a formal Quorum Present. Voting Dr. Henderson on to the Board will be postponed.
- g. Public Comment**
- i. Per Ms. Jones the Board will listen to concerns, and provide an answer at the next Open Session (possibly change that to 7 business days)
 - ii. Ms. Bailey, a Parent inquired as to how the surveys will be given to parents.
 - iii. Ms. Moye, a Parent voiced several concerns-the arrival/dismissal times are listed incorrectly in the student handbook.
 - iv. She inquired why the uniform policy isn't enforced for staff.
 - v.. Free breakfast should be given to all students per a grant effective 9/1
 - vi. There should be a 100% ID check the front desk at the Main Campus
 - vii. Read a brief letter from Mr. Jackson to the Board
 - ix. Inquired if HRA will continue the 21st Century Program.
 - x. Concerns about the website not being updated on time with accurate information.
 - xi. Would like to know what the results are from the 2009 Parent Survey.
 - xii. Will HRA resume Staff/Employee of the month?
 - xiii. Suggested that an Administrator be present at every after school event.
 - xiv. Inquired if there will be a Career Day for the campuses.
 - xv. Inquired if there will be student ID's for the Middle School students
 - xvi. Thanked Ms. Howard for allowing her to speak at the "What a Parent Should Expect from the Oasis Program" Training.
- h. Adjournment-Motion to adjourn the meeting at 9:12 p.m.**

The Board here by submits these minutes for your records.

President: _____
 Date: _____

Chair: _____
 Date: _____