



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

Open Meeting
July 15, 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 6:38 p.m., Howard Road Academy, 701 Howard Road SE, Room 305 Washington, District of Columbia
- b. ATTENDANCE-**The following members were present: Ms. Jones, Ms. Duhon, Dr. Bailey, and Mr. 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. Mrs. Jewel Goodman, Ms. Tiffany Aziz

A formal Quorum was not present.

B. Meeting Agenda:

- a.** Last Meeting minutes were not read. (not available)
- b.** CAO Report: presented by Mr. Simmons
 - i.** Introduction of new staff, Mr. Claude Presley-Head of School at The Middle School as well as the Director of Summer School
 - ii.** Summer school began 7/6. 147 students were referred, 116 are actually attending.

- Mr. Johnson COO resumed a part time schedule with HRA. Time will eventually increase as approved by his doctor
- iii. School Security-there were a number of break-ins over the weekend. Perpetrators entered by smashing glass on the door.
 - iv. Police were called 3 times and reports were filed each time
 - v. Two bikes were stolen from the school as well as smaller items
 - vi. There is no security at school during the hours of 4 p.m. and 8 p.m.
 - vii. Short term plan: locks will be repaired on the doors of each stairwell
 - viii. Long term plan: HRA will secure a security person for 4 p.m-8 p.m. and all day Sunday
 - ix. Thirteen parents confirmed that they will need transportation via school van for their children for the 2010-2011 school year
 - x. 30,000 allocated for the van. Ms. Usha will provide a report at a later date
 - xi. A former employee in mind to fill the position of van driver
 - xii. Will submit a draft for van usage policy
 - xiii. Administrative team is currently working on enrollment and Proof of residency
 - xiv. Numbers look full for the upper grades.
 - xv. Names will be pulled from waiting list after July 30, 2010
 - xvi. Pre-K flyer was posted this week. 10 Parent inquiries thus far
 - xvii. New competitors in the area: Excel, KIPP, DC Prep, and Friendship
 - xviii. Advertisements: there are bus banks with HRA as well as radio spots, 102.3 during rush hours
 - xix. Recruitment: Ms. Garcia will recruit parents from surrounding areas
 - xx. Pre-Service training will take place on 8/2, and 8/3 for new staff. All staff will be present on 8/4. Educational Leadership Team will be announced
 - xxi. Requesting members of the board to be present as they will also be announced on 8/4
 - xxii. Ms. Garcia is working on her Doctoral Degree and has asked permission to conduct a study of HRA parents
 - xxiii. Topic is increasing parental involvement/engagement Note: no students will be involved.
 - xxiv. Ms. Garcia is willing to do a presentation at the next Board meeting.
 - xxv. HR looking into possibly adding HMO option
 - xxvi. Asking permission for insurance renewal date to be changed from January 1 to September 1(approved)
 - xxvii. DCAS results are in. HRA did not meet AYP or Safe Harbor in most categories. However improvements were made in all areas
 - xxviii. The G Street campus did meet AYP in math

- xxix. The middle school campus posted the highest proficiency scores in math
- xxx. Scan Tron data will be used to identify students for Saturday school. It will also inform how students are performing before testing so that interventions can be put in place.
- xxxi. Plans will be submitted to DCPCSB as well as OSSE to approve mandatory tutoring
- xxxii. Staff will be hired for tutoring as federal funds will be allocated

c. Financial Report: Presented by Ms. Usha Jayanthi and Mr. Roger Gray

- i. Proposals were sent to four firms for auditing services
- ii. Mr. Gray's recommendation would be Burke, Smith, and Company.
- iii. The board's recommendation is to go forward with doing a Further investigation of Burke, Smith, and Company

d. Board Items: Presented by Ms. Jones

- i. HR to be sure that each staff that is not returning complete an exit interview form
- ii. During the exit interview HRA's equipment is expected to be returned in the same condition it was received and each staff member should clearly understand equipment is not a gift

e. Mosaica Report: Dr. Porter

- i. Mr. Simmons was named CAO of the year for his outstanding Service
- ii. The outstanding school award was not issued to HRA
- iii.** Role is to support Mr. Simmons and use HRA as a turnaround School
- iv. Working on recruitment
- v. Marketing dept will work with Mr. Simmons for branding of HRA
- vi. Mr. Simmons will participate in conference calls around best practices, enrollment, and academics
- vii. Discussion surrounding the meaning of data. It is possible for students to improve overall without meeting the benchmark

e. PTO: No PTO items were discussed

f. Open Items: Ms. Jones

- i. Continuation of strategic plan. Mr. Simmons will contact Dr Warren.
- ii. Consider changing the Executive Session from the first Wednesday to the first Thursday of every month
August will be last Wednesday for Executive Session then possibly moving to Thursday

- iii. Thursday, July 29 6:30 p.m.-8:30 p.m. renegotiation of Contracts for senior level staff
- iv. Bottom line fee for 21st Century program. Mr. Simmons will Discuss fees with Mr. Simmons as well as Compliance issues with Ms. Williams regarding the program.
- v. Ms. Usha will submit a list of all grants to the board
- vi. Plan of action to beautify the school grounds.
- vii. No active PTO
- viii. Last Board Meeting Minutes submitted
- ix. Requesting January's meeting minutes
- x. Most issues with G Street were resolved. Payment was mailed. Walkthrough scheduled for Monday to dispose of unwanted materials

g. Public Comments:

- a. Amari Jones inquired as to who will be her teacher for the school year.

C. Adjournment:

- a. Ms.Jones: Motion to adjourn the meeting at 9:23 p.m.

The Board here by submits these meetings for your records.

President: _____
Date: _____

Chair: _____
Date: _____