



# Howard Road Academy

Public Charter School of Excellence  
701 Howard Road, S.E.  
Washington, D.C. 20020

Board of Trustees Open Board Meeting  
February 17, 2011 – 6:30 p.m.

Board Members in Attendance: Mrs. Chrystal Jones, President and Board Chair; Mr. Keith Reed, Co-Chair; Dr. LaTonya Henderson; Dr. Carla Bailey; Ms. Jewel Goodman; Mr. Kevin Stephenson; Mrs. Tiffany Aziz

Board Members Excused: Dr. Talmadge Williams; Mrs. Valerie Grant

Others in Attendance: Mr. Stiles Simmons, CAO; Mr. Tracey Johnson, COO; Ms. Usha Jayanthi, CFO Mr. Roger Gray, Senior V.P. Mosaica; Mr. Tom Keane, Senior V.P. Mosaica.

Mr. Reed called the meeting to order at 6:40 p.m. and opened the floor for public comment.

## Public Comment

Mrs. Melissa Benjamin, a parent who has two children that attend HRA voiced her concern about the charter school acquisition of a larger facility and questioned the procurement and bidding process. Mr. Reed thanked Ms. Benjamin for her comments and stated that the Board will respond at the next Open Board meeting.

Mr. Reed entertained a motion to approve the January 20, 2011 Open Board meeting minutes. The motion was carried unanimously by all Board members present.

## Financial Report

Mr. Gray Roger reported on the financial statement for the month ending January, 2011. He highlighted some actual budget information pertaining to revenues and expenditures.

## COO Report

Mr. Johnson gave his report and noted that compliance issues are complete except that Howard Road Academy is 95% in compliance with the emergency response plan pending the actual drills throughout the entire organization.

An inventory of storage units will be conducted during the Spring break and a recommendation will be brought to the Board about maintaining or disposing of the items. Mrs. Garcia noted that the PABC campus can use books, chairs, and other inventory items.

Mr. Johnson reported that he acquired a proposal for the bell system for the Middle School. He met with OSSE about the food service program and discussed the supper program. The Notice of Infraction from the Fire Marshall was dismissed. Mr. Johnson noted that he is working on a

grounds spring cleanup and beautification process for both campuses and is looking at obtaining proposals for windbreakers for the front area at the Main Campus. He will reach out and get proposals for a modular building to provide additional space and report back to the Board at the next meeting. Mr. Johnson noted that a lunch collection process has been established and a policy was developed to recoup some funding.

Mr. Johnson presented the RFP submitted by BenJe for approval for the playground (does not include equipment) at the Main campus and grounds. The motion was unanimously carried by all members present.

Mr. Johnson asked the Board for approval of the RFP proposal #2. The motion passed unanimously by all Board members present.

#### HOS - Middle School Report

Mrs. Garcia gave an overview of activities and assessment being completed at the Middle School. She noted that the school is looking at things that will build the children's motor skills and the review of comparable services across campuses. Ms. Garcia reported on assessments being complete and PreK-Preschool student testing. She stated that a school improvement committee has convened to research what build up areas are needed and ways to close any educational gaps.

#### HOS Report – Main Campus

Dr. Hicks gave highlights of the Main campus report. A monthly core management team collaboration meeting is being held for educational networking with law enforcement and city services to build community relations. A mock DC CAS will be conducted for two days creating a testing environment to see where we are and what need to be done. The results will be provided and the school will begin to plan over the next four weeks for the actual DC CAS testing in April.

Mrs. Jones gave Kudos for the Saturday school initiative and Dr. Hicks thanked Mr. Presley and Ms. Robinson for their efforts and show of collaboration between teachers and staff. Mr. Simmons thanked the Board, Executive Team and Leadership for their hard work and dedication.

#### COA Report

Mr. Simmons gave a brief of his monthly report starting with curriculum. He pointed out that the Charter School Board is implementing accountability goals for Early Childhood components. He mentioned that John Jaquith from Mosaica came out and did observations and provided feedback. Re-enrollment efforts are going really well.

Mr. Simmons talked about few activities at the main school and middle school and the remarkable job being done to give out of school experiences, fundraising, professional development and the building of teacher capacity. He noted that the school is hosting data talks and bringing new ideas and strategies to the table to promote the mission of HRA. Mock interviews are being held for eighth graders to help them to acquire the knowledge and skills to successfully complete the admissions process to get into a selective high school of their choice.

Mrs. Jones stated that she was pleased to hear that HRA has become more actively engaged with the community. Her desire is for HRA to change the legacy of the community to positively impact individual's education, health, finances, literacy, and overall economic well-being. Mr. Reed commented that in preparing our students for transitioning into selective high schools, we need to look at bringing in students from the 5<sup>th</sup> through the 8<sup>th</sup> grade a given number of days and explain the HRA culture and mission, what to expect before school starts and let the student get acquainted with the teacher.

There was discussion about the Healthy School Act and the guidelines that must be followed in order to seek reimbursement from OSSE. Mrs. Jayanthi will seek guidance and clarity from OSSE about compliance regulations of this program. Mr. Simmons will forward summary of Healthy School Act and the pre-draft of our Wellness Policy and develop a timeline of implementation and mandates.

  
\_\_\_\_\_  
Chrystal Jones, President and Board Chair

  
\_\_\_\_\_  
Jewel Goodman, Board Secretary