



Howard Road Academy

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

Board of Trustees Open Board Meeting
March 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; Mrs. Clara Duhon

Board Members Excused: Dr. Talmadge Williams; Mrs. Valerie Grant; Mr. Kevin Stephenson, and Mrs. Tiffany Aziz

Others in Attendance: Mr. Stiles Simmons, CAO; Mr. Tracey Johnson, COO; Ms. Usha Jayanthi, CFO, Mr. Roger Gray, Senior V.P. Mosaica; Dr. Latrice Hicks, HOS-Main Campus; Dr Nicole Garcia, HOS – PABC Campus, Mr. Claude Presley, HOS-Middle Campus; Mr. Paul Jackson, 21st Century Director; and Ms. Sheena Moye, PTO Representative

Mr. Reed called the meeting to order at 6:51p.m.and opened the floor for public comment.

Public Comment

Mr. Jamal Smith, a former security employee of HRA voiced his concern and Mrs. Jones informed Mr. Smith of the proper procedure to follow for a response and that his concern will be addressed at a separate meeting.

Ms. Moye gave a report and feedback on behalf of the Parent Teacher Organization (PTO).

Mr. Reed entertained a motion to approve the March 17, 2011 Open Board meeting minutes. The motion was carried unanimously by all Board members present.

Mr. Gray provided a narrative fiscal year-to-date financial report for the month of February 2011. Ms. Jayanthi presented Resolution Number: 11-4 for approval and a vote was placed on the floor for the declaration of the resolution and passed unanimously.

COO Report

Mr. Tracey Johnson reported on the status of recovering funds from the G. Street property. Mr. Johnson stated that all compliance reports were submitted on time.

Mr. Johnson will conduct an assessment about bus transportation, usage and cost analysis vs. the value and provide the findings to Mr. Reed. Mr. Johnson gave a summary of maintenance building services and the nursing services. The RFP for the space modular is to be provided at the April

Open Board meeting. The modular unit must be portable to the point if no longer in location, the unit can be moved. Discussion was held about the playground equipment vendors and that the cost will come out of the fundraising account. Mr. Johnson will submit proposals for the bathroom restorations at the Main campus.

HOS – PABC Campus Report

Dr. Garcia gave a summary report of the PABC campus.

HOS – Main Campus Report

Dr. Hicks provided a report of the Main campus.

HOS – Middle School Campus

Mr. Presley reported on the Middle School campus.

CAO Report

Mr. Simmons gave a brief of his monthly report. A mock DC CAS test is underway and DC CAS testing is scheduled for April 3-8, 2011 and several Board members are expected to attend.

Mr. Simmons spoke about funding to restore two programs: IT Computer Wiz Kids and the NASA Astrology program. Mrs. Jones recommended funding more of the academic than the enrichment program focusing on enhancing reading and math. Mr. Simmons, Ms. Jayanthi and Mr. Gray will began to make plans for next year's budget. Dr. Porter will also look at funding for the program. Mr. Simmons and Mrs. Duhon will take a look at the where the funds will come from and provide a proposed recommendation to Mrs. Duhon to authorize the program for this year.

School ends June 28, 2011 and the PTO is proposing to have an Honor's Night Banquet at the end of the school year. Mrs. Jones asked that HRA look at sponsoring an offsite (possibly using Anacostia or Watkins Park) HRA family picnic at the end of the year for everyone and require that an attendees RSVP for the function. Mr. Reed suggested that HRA consider hosting a Family Flea Market at the end of the year. Mrs. Duhon requested that Mr. Simmons provide budget information for upcoming PTO activities/events.

Mr. Simmons gave Kudos to Mrs. Owoh, her team and attorneys for increased accountability and decreased judgments in following due process.

Discussion was held about the academic calendar, makeup days and plans for end of year attendance.

The Emergency Evacuation Plan has been submitted and Mr. Johnson is to send a copy to the Board. Information pertaining to the Healthy School Act was sent to all parents and menus were submitted to OSSE for their review and feedback.

Mosaica Report

Dr. Porter stated that Diane Jiggetts has been supporting and assisting the Business Office. Dr. Porter reported that as part of professional development, senior staff visited three Philadelphia Public Schools. The Board directed Dr. Porter to inform them and if needed obtain approval of any future visitations or networking efforts by Mosaica. Mr. Simmons and Mrs. Duhon will work together on the field trip budget.

The Board should be made aware of unresolved parent complaints and complaints made to the Public Charter School Board. Mr. Reed stated we as a Board have to look at stability, sustainability and processes of how things are carried out, how we recruit, employ and maintain our employees. He stated that this begins with the CAO to have in place a qualified well trained most effective staff and with a sense of job security so that they can affect the mission. He suggested that we look at outside third party reviews to let us know where we are to move forward.

Mr. Reed adjourned the meeting at 10:09 p.m.


Chrystal Jones, Board Chair and President


Mrs. Jewel Goodman, Board Secretary