



# Howard Road Academy

Public Charter School of Excellence

701 Howard Road, S.E.

Washington, D.C. 20020

Board of Trustees Open Board Meeting

April 21, 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; Dr. Talmadge Williams; Mrs. Jewel Goodman; Mrs. Tiffany Aziz

Board Members Excused: Mr. Kevin Stephenson; Mrs. Valerie Grant, Tracey Proctor; and Mrs. Clara Duhon

Others in Attendance: Mr. Stiles Simmons, CAO; Mr. Tracey Johnson, COO; Ms. Usha Jayanthi, CFO; Mrs. Katrina Polk, Interim Director of Human Resources; Mr. John Q. Porter, V.P. Mosaica; Ms. Diane Jiggets, Director of Facilities and Administration; Ms. Rita Chapin, CFO and Mr. Roger Gray, 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

There was none.

#### Minutes

The March 1, 2011 minutes were approved as presented.

#### Financial Report

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

#### COO Report

Mr. Johnson gave his monthly report. He reported that the proposed lease agreement between the Pennsylvania Baptist Church Campus and Howard Road Academy is under review and will forward to the Board members to inform of any changes.

There was discussion about the timeline of completion of the installation of time clocks at each campus. Mr. Johnson will report back on this at the next meeting. A uniform policy will be in effect April 16, 2011 for the food service and security staff.

Mr. Johnson reported on the current playground equipment proposal including dismantling. He noted that he is waiting to hear from the vendor about the installation date.

#### COA Report

Mr. Simmons introduced program developers of the D. C. Rooted Summer Literacy Program. A curriculum overview of the program was presented along with a handout outlining the mission and goals. Mr. Simmons noted that the group would like to use our MLK campus building.

He asked the Board if this is something that he should continue to pursue and if so, request permission by the Board to appoint a member of the Facilities Committee to participate in further discussions.

Mr. Simmons gave a brief of his monthly report including DC CAS and Scantron testing. He presented handouts of proficiency charts per grade level and assessment of standards. He spoke about AYP targets and Scantron performance review results.

Ms. Karen Ford-Jackson, the new School Liaison/Coach of the Student Support Center gave a handout explaining services offered by the center to HRA. Mrs. Polk pointed out that she is available to provide guidance on a daily basis about HR and Compliance issues.

Mosaica Report

Dr. Porter gave a report for Mosaica. He stated that he will now be the point person about the Amended Management Agreement. Discussion was held about the agreement and revisions requested by the Board.

HOS Report – Main Campus

Dr. Latrice Hicks indicated that there was no formal report and gave a brief summary of activities.

HOS Report – Pennsylvania Avenue Campus

The PABC report was provided for April about curriculum, instruction assessment and professional development.

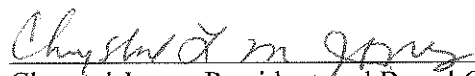
HOS Report - Middle School

Mr. Presley reported on the Middle School activities for April and noted that the attendance rate for testing was at 100%. He spoke about upcoming initiatives in sponsorship with the Cancer Society.

21<sup>st</sup> Century provided a summary of the program for the month of April, 2011.

Adjournment

There being no further business, the meeting was adjourned at 8:26 p.m.

  
Chrystal Jones, President and Board Chair

  
Jewel Goodman, Board Secretary