

# Teaneck Community Charter School Board of Trustees

## Minutes from Meeting: February 11, 2019

---

Meeting called to order: 7:06pm

Open Public Meetings Act notice read by Shelley Eleby.

### Attendance

#### Board Members Present

Kimberley Capers	Shelley Eleby	Julie Elliott
Renee Karibi-Whyte	Julie Mitchell	Genevieve Nikolsky
Misha Simmonds	Themba Johnson	Yvette Skaff (ex-officio)

#### Board Members Absent

Jeff Parson

#### Administrators Present

Ralph Gallo	Thomas Jazwinski	Sonia Torres
-------------	------------------	--------------

Also Present:

Ms. Nicole, Mr. T., Ms. Gail, Cheryl Shiber

---

- **Approval of Minutes from January 14, 2019**  
Moved by Simmonds , seconded by Karibi Whyte .  
Voice vote; motion carried.

### ***DIRECTOR'S REPORT***

- School closed tomorrow
- Enrollment update - currently at full enrollment of 323 - one 8th grade spot available
- 2019-2020 Admissions - all notifications have been sent out to the K parents that have been accepted.
- Anticipated Openings (K) - We are looking for an additional K teacher for the third Kindergarten class. We will publicize in house and on line for the position.
- STEM Night Recap - Wed, January 16th we had our Stem night, it was well attended. The STEM night was a success.
- HIB Update - we had one investigation and it was a confirmed HIB event.

- Curriculum Update -ELA - Ms. Gail presented the ELA MOY presentation
- STEM night this Wednesday at 6pm. 7-8 grades are doing Shark Tank projects and 5-6 are presenting Mars Rover projects.

### **OLD BUSINESS**

- FTCCS Construction Update - an update was sent to the community regarding the construction of the gym. Friends awarded the contract to Moba, the new contracting company, for the new Kindergarten classroom. Have already reached out to the buildings department for permits and C O's for the new suite.
- Board of Trustees Goals - Shelley led the board in the review of the board goals.

## **2018 - 2019 TCCS Board of Trustees Goals**

### Goal One: Student Achievement

The Board will require the administration to provide regular and systematic evaluation of student achievement with a focus on detailed goal setting and action plans.

#### Action Plan:

- Request from the administration the following reports to show progress on student achievement throughout the year:
  - a. November/December:
    - Where we are now: Initial benchmark assessments, Spring 2018 PARCC scores and any other considerations
    - Metrics that we will use to measure progress
  - b. January:
    - Goals on where we want to be by June
    - Update on performance using pre-identified metrics and clarification of areas of opportunity and weakness as revealed by data
    - Detailed action plan on how we will achieve goals, including interventions and enrichment as needed
  - c. March:
    - Update on performance using pre-identified metrics
    - Action plan for any course corrections
  - d. June:
    - Final report for the year
- Provide feedback on goals, plan and instructional program.
- Monitor the effectiveness of our instructional programs by measuring student achievement against state and local standards and other pertinent data
- Ensure that curriculum development is focused on student achievement and allows for differentiated instruction

## Goal Two: Staff Development and Staff Communication with the Community

The Board will monitor and support strategies and programs to provide high quality professional development, training and coaching that supports effective leaders and teachers that can collaborate and communicate with students, families and all community members.

- Support the School Leadership Team, Department Chairpersons and Professional Learning Community Model (PLC) in which teachers and administrators seek to improve, share and implement an innovative learning experience
  - Monitor and evaluate feedback on reports from Collaboration Initiative, School Leadership Team, Department Chairpersons and PLC
  - Encourage and financially support professional development aimed at addressing needs that come out of these collaborative reports
  - As the school grows in size, be open to feedback at all levels and support training, professional development and staffing that provides the school organization with the tools necessary to be successful
- Collaborate with the administration, staff, students and community members in developing strategies to improve and cultivate community interest and engagement about important district information
  - Evaluate staff surveys, parent surveys and student feedback to determine areas of success and areas in need of improvement
  - Communicate and collaborate with School Leadership Team to celebrate success and develop strategies to implement positive change
- Continue to use and improve technology to effectively communicate within the school, with district community members and with the broader outside community
  - Participate in the launch of the new website and provide ongoing communication about navigating the new site
  - Increase accountability of efficient and consistent use of Real Time and other communication technology by all teachers and administration
  - Receive ongoing feedback on common planning time effectiveness as it relates to the organization and collaboration of peer group teachers and their communication with students and their families and promote the use of best practices across all grade levels
  - Encourage the empowerment of students to develop and strategize effective means of communication throughout the community

## Goal Three: Finance, Facilities and Infrastructure

The Board will exercise financial oversight to maintain long term fiscal sustainability and monitor spending on infrastructure to make sure that it is in line with safety standards, school mission, strategic plan and district goals.

- Monitor the administration's budget and fixed rent coverage to make sure that it is fiscally

responsible and aligned with goals and debt covenants

- Continue to engage with Friends of TCCS to make progress toward construction of school gym, creative arts space, revamped kindergarten and lower school classroom space
- Ensure that the community receives regular updates on construction
- Work with the administration to ensure that the construction does not impact the primary goals of TCCS as an educational institution focused on student achievement
- Evaluate the administration's development of a forward looking framework for impending increased student enrollment and infrastructure growth as it relates to budgeting, staffing, scheduling and logistics.

### **NEW BUSINESS**

- Committee Updates - Finance met and had a telephone call with our auditor, discussed playground, summer camp, form 990 and personnel appointments, Governance met last Monday, we will be sharing the changes and formalizing them with a resolution to approve it at the next meeting. Communications met.
- Revised Grievance Policy

### **PRESENTATION OF THE RESOLUTIONS**

Public Comment - General: none

Public Comments - Resolutions: Background provided on pending resolutions.

#### **Resolutions:**

1902-01- Budget Summary

- Moved by Karibi Whyte; seconded by Simmonds. Roll call vote; resolution carries.

1902-02- SBA Financial Report (November & December 2018)

- Moved by Simmonds; seconded by Elliott. Roll call vote; resolution carries.

1902-03 - Acceptance of Audit

- Moved by Johnson; seconded by Elliott. Roll call vote; resolution carries.

1902-04 - 2017 Form 990

- Moved by Simmonds; seconded by Johnson. Roll call vote; resolution carries.

1902-05 - Memorandum of Agreement

- Moved by Capers seconded by Karibi Whyte Elliot. Roll call vote; resolution carries.
- 

1902-06 - SEMI Waiver

- Moved by Simmonds; seconded by Capers. Roll call vote; resolution carries.

1902-07 - NERSC Agreement

- Moved by Capers; seconded by Karibi Whyte. Roll call vote; resolution carries.

1902-08 - Personnel Appointment (Baseball & Softball)

- Moved by Johnson; seconded by Mitchell. Roll call vote; resolution carries.

1902-09- Summer 2019 Camps and Clubs

- Moved by Karibi Whyte; seconded by Nikolsky. Roll call vote; resolution carries.

***Meeting Adjourned at 8:16 pm.***