



Rochdale Early Advantage Charter School

Minutes

REACS Board Meeting

Date and Time

Monday July 28, 2025, at 6:30 PM

Location

Via Zoom Online Platform and In-Person

Directors Present

L. Hamer (remote), C. Williams-Hagins (remote), K. Sandiford(remote), R. Wilson (remote), S. Francis (remote)

Directors Absent

Ex Officio Members Present

C. Rice (remote)

Guests Present

Sylvia Fairclough-Leslie (remote), Ms. Kimylene Hover (remote), T. Muniz (remote)

I. Opening Items

A. Record Attendance

B. Approve Minutes

R. Wilson made a motion to Approve Minutes from June 23, 2025

K. Sandiford seconded the motion.

The board **VOTED** to approve the motion.

II. Business & Operations Report

A. Mrs. Tawana Muniz

STUDENT DATA DASHBOARD:

- UNIVERSAL PRE-K STUDENTS – 36
- K-8 STUDENTS (Pre-Enrolled) – 445
- SPED STUDENTS – N/A
- ELL – N/A
- ECONOMIC DISADVANTAGED STUDENTS – N/A
- Temp. Housing – N/A

ENROLLMENT: 2025 – 2026

- 337 applications on the '25-'26 waitlist

COMPLIANCE/FINANCE:

- Working with Auditors, sending over requested documents
- Working with Pasek Group on Annual Report due 8/1/25
- Preparing for reporting for ESSA due in September
- All board members should have received an email regarding the conflict of interest
- New 'Bell to Bell no cellphone ban' form submitted to NYSED. Due date 8/1/25. Our school will receive \$1.099 to support

OPERATIONS:

- All books ordered
- Painting & repairs start on 8/7
- Floors starting on 8/14 all (3) buildings

ATTACHMENTS

- Budget vs. Actual, profit and loss and cash disbursement reports were given to the board

III. School Leader Report

Mrs. Sylvia Fairclough-Leslie/ Ms. Kimylene Hover/Ms. LaShona Chapman
Summer School update

- Summer School Update- July 1, 2025 – Aug 7, 2025
- Adventureland Trip – August 6, 2025
- Enrichment - Media team, Art, Gym (movement), Books Alive, No Bake
- Approximately 168 scholars are registered. We must maintain 70% attendance to maintain the full funding.
- Daily attendance ranges from 105 to 115
- The data review of Math and ELA was given to the board

Curriculum Goals - what worked:

- Intentional support was provided to teachers across all grade levels
- Leadership maintained a consistent visible presence in the classroom, which allowed real-time feedback. This helped to build accountability and immediate instructional adjustments
- Instructional coaches were engaged and prepared supporting teachers with the curriculum implementation.

What didn't:

- Consistent student engagement across all grades

Data Summary

2024-2025 School-wide Goal: Increase Overall Student Achievement: The goal is to improve ELA

and Math proficiency across all grade levels, aiming for 60% proficiency in ELA and 65% in Math by the end of the 24-25 school year. The end-of-quarter assessments will measure progress.

2025-26 school year Planning.

Materials for the 2025 School year include and have been ordered:

- HMH into READING K-5
- SAVVAS - My PERSPECTIVE 6-8
- SAVVAS MATH ENVISION K-8
- WORLD LANGUAGES- MANDARIN
- CARNEGIE LEARNING - SPANISH
- WILSON FOUNDATIONS

- PHYSICAL EDUCATION/HEALTH
- McGraw Hill SOCIAL STUDIES
- READY
- I-Ready
- Powerschool
- IXL
- The Leader In Me
- Yondr pouches (New Distraction Free State Legislative)

Funding the establish the Science Lab – The Door Restaurant \$30,062. Furniture ordered from Lakeshore to match our new furniture. Delivery scheduled for 8/8/25. We schedule a small naming ceremony and advise.

Looking Ahead

- Cleaning and Paint touch ups after school.
- Teachers Report back to School on August 25th
- Professional Learning and Classroom set up
- Team building activity – August 29th

Personnel Report

- Resignation – Ms. Wilson Interventionist,
- Ms. Rancy -Kindergarten Teacher
- Mrs. Brown – 1st grade teacher
- All other staff have indicated that they will return for the next school year. Contracts were sent out and signed except for 2. We reached out and awaiting an update.
- Teacher's Assistant resigned 7/28/25

In School Job Fair June 30th & July 17th

Hired 4 people who attended and followed up with the next steps including full interview and demo lesson.

- IT Specialist – Mr. Hamilton (Signed contract)
- K Teacher – Ms. Dones (Signed contract)
- Interventionist – Ms. Tillman (Signed contract)
- 7th Grade Math Teacher – Mr. Kim (Offer pending)
- Elementary STEAM – Mr. Fuller (Offer pending)

Positions Vacant

- Middle School Interventionist
- Spanish Teacher (Demo Lessons scheduled for Week of July 28th).
- School Aide
- Custodian

IV. Personnel Report

A. Kamala Sandiford

- Met 7/22/25
- Want to ensure a full staff for this upcoming school year
- Looking to stay aligned to goals

V. CEO Report

A. Bishop Calvin Rice

- No report

VI. PTO Meeting

A. S. Francis/M. Palma-Drexler

PTO Board for 2025-2026:

- **President:** Shaena Francis
- **Vice President:** Maria Palma-Drexler
- **Treasurer:** Jennifer Steele
- **Secretary:** Carnelia Johnson
- **Communication Secretary:** Quana Richards
- **Volunteer Chair:** Marsha Granville-Pereria

Introduction & Executive Board Updates

We kicked off our first PTO Executive Board meeting of the 2025–2026 school year on July 20, 2025.

I'm pleased to report that our full Executive Board is in place, including two new members:

- **Vice President:** Maria Palma-Drexler
- **Volunteer Chair:** Marsha Granville-Pereira

Returning board members include Jennifer Steele (Treasurer), Carnelia Johnson (Recording Secretary), Quana Richards (Communications Secretary), and myself, Shaena Francis (President).

Board Role Clarification

To promote clarity and accountability, we outlined expectations for each role, including meeting leadership, volunteer coordination, financial tracking, communication responsibilities, and event support. Each board member is assigned to lead one general PTO meeting this school year.

Collaboration Tools & Infrastructure

We have implemented a centralized communication and documentation system to improve coordination:

- **Shared Google Drive** for agendas, budgets, and event plans
- **Dedicated PTO emails and Linktree** for consistent school-wide communications
- **Monthly Board Touchpoints** ahead of general meetings to align on themes and updates

From last year's Parent-Teacher feedback, we identified several strengths and improvement areas:

Strengths:

- Effective communication during Pizza Pop-Up events
- Clear payment confirmations and labeling during events
- Strong promotional efforts

Areas for Improvement:

- Internal communications during events (recommendation: walkie-talkies)
- Timely collection and tracking of funds
- Improved transparency and advanced communication with teachers and parents about events

Response: We are integrating weekly collections, clearer staff instructions, and greater transparency during event promotion.

2025–2026 Events & Fundraising Strategy

We've confirmed key fundraising events and introduced new ideas based on community interest:

Returning Fundraisers:

- Pizza Pop-Ups: Five dates throughout the year
 - Including a pre-paid promotional event- pay for 4, get 5
- Scholastic Book Fairs: November and March

New Fundraising Proposals:

- Krispy Kreme Sale (Jan–Feb)
- REACS Merchandise Partnership
- Photo Fundraisers (Santa on 12/5, Bunny on 3/20)
- Holiday Raffle
- Silent Auction Event

Community Engagement Events:

- Family Movie Night (Dec 12)
- Parent Valentine's Social (Feb 13)
- Bowling event (May 30)
- Family Game Night (post-testing)
- We are also seeking local businesses for sponsorships and raffle donations.

Planned Budget Review

Treasurer Jennifer Steele is finalizing the projected budget for 2025–2026 based on last year's fundraising performance and anticipated events. The goal is to responsibly allocate funds toward student enrichment, community engagement, and volunteer support.

Orientation Planning

We are awaiting confirmation of dates and agenda. Once received, we will prepare:

- Welcome packets including an updated **2025–2026 Welcome Letter**, **PTO calendar**, and QR code for Linktree
- A PTO presence at the donation table and brief introduction during the orientation program

Communication & Transparency

- We're working on improving calendar transparency, ensuring parents receive notices well in advance to support better participation. We're also standardizing all outgoing communications (emails, flyers, robo-calls) through our Communications Secretary.

Administrative Action Items

Current Projects:

- **Welcome Letter** revisions due by August 4
- **Bylaws** to be signed digitally by August 15 (via DocuSign)
- **Fundraising calendar** and **Orientation materials** in progress
- **Meeting schedule** finalized through June 2026

The PTO is entering this school year with renewed structure, improved processes, and a strong focus on community engagement and student support. We look forward to working collaboratively with school leadership and the Board to make 2025–2026 a successful and enriching year for our REACS families.

VII. Academic Accountability Report – NO REPORT

A. Mrs. Chene Williams

- Met 7/22/25 via zoom
- Discussed ELA and Math goals
- Discussed Summer School
- Discussed strategies for this upcoming school year

VIII. Finance Committee Report – NO REPORT

A. Mrs. Marcia Anglin

- No report

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
R. Wilson