



# Rochdale Early Advantage Charter School

## Minutes

### REACS Board Meeting

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#### Date and Time

Monday August 28, 2023 at 6:30 PM

#### Location

Via Zoom Online Meeting Platform

#### Directors Present

L. Hamer (remote), R. Wilson (remote), K. Sandiford (remote), L. Stephens (remote), S. Brown (remote), J. Hurd (remote), D. Barron (remote), J. Hurt (remote), M. Townsend (remote)

#### Directors Absent

#### Ex Officio Members Present

C. Rice (remote)

#### Guests Present

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

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

L. Hamer called a meeting of the board of directors of Rochdale Early Advantage Charter School to order on August 28, 2023 at 6:38 PM

R. Wilson made a motion to Approve Agenda.

D. Barron seconded the motion.

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

#### C. Approve Minutes

R. Wilson made a motion to Approve Minutes from July 24, 2023

D. Barron 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 – 35
- K-8 STUDENTS (Pre-Enrolled) – 449
- SPED STUDENTS –
- ELL – 5
- ECONOMIC DISADVANTAGED STUDENTS –

#### **ENROLLMENT: 2023 - 2024**

- Total applications on waitlist: 502 (The Portal will close on 8/31/23)

#### **COMPLIANCE/FINANCE:**

- School food application submitted. Red Rabbit (School food management vendor) has sent over a list of supplies needed
- Red Rabbit (School food team) we met with them last week to go over kitchen items, and also met with the lead chef and cooking team. 8/23- the cooking team will be in the building, putting away all the supplies we brought, etc.
- School cleaning team has finished stripping & waxing floors, painting, fixtures has also been completed.
- All books, material, furniture, etc. has arrived.
- Annual report 1<sup>st</sup> phase was submitted which was due on 8/1/23
- NYC/DOE reconciliation report was submitted. Waiting for any updates from DOE. Which was due 7/31.
- 1<sup>st</sup> phase of the audit is complete. Final phase will be due end of October.
- Budget vs. Actual, and cash disbursement and cost analysis for building project reports were given to the board

## **III. School Leader Report**

**Mrs. Sylvia Fairclough-Leslie/Dr. Claytisha Walden/**

**Ms. Kimylene Hover**

- **Summer Boost 23 closed out on August 5.**
  - Scholars went on a trip to Adventure Land on August 4, 2023
  - REACS team completing the required documentation for the Grant
- **Planning for School Year 2023-24**
- **Tentative Organizational Chart (Attached for the Board)**
- **Staff Reports August 28, 2023**
  - 8:00 am Welcome Back Breakfast
  - 9:00 am **Mindfulness and Authentic Connections** (Team Building)
  - 90 minutes (1 session)
  - Participants will:
    - Create a wellness plan for the school year using the MAGIC method
    - Learn and practice creative mindfulness techniques to use during the school year
    - Participate in team-building activities to cultivate deeper connections with fellow staff members
    - Continued sessions throughout the school year.
- **2023-24 Calendar Revised (Board Vote Needed)**
- The First Day of School for Scholars is September 7<sup>th</sup> – Last Day June 21<sup>st</sup>
- Total 182 Days (attached)
- **Continuation Grant**
- REACS was offered a matched funding grant from the Heckscher Foundation in partnership with Lavinia Group. Lavinia Group was the Professional Development partner for Summer Boost.
- REACS will be responsible for \$27,500 to Lavinia Group.
- High Impact Tutoring Grades 6-8
- Leader Cohort Series on Effective Tutoring and Intervention Models and Practices (4 workshops)

- Teachers Institute Courses on Literacy and Math Tutoring and Intervention (10 seats)
- Onsite Coaching for Tutoring and Intervention Teachers (10 days)
  
- **Lavinia Group Program Commitment:** Grantees should commit to the program requirements listed below:
  - Provide tutoring/intervention to students who participated in summer school 2023
  - Ensure tutors and program leads engage in all professional development opportunities
  - Provide 30-60 minutes of tutoring 3-5 times weekly for each student
  - Maintain a tutor-to-student ratio of 4:1 or lower
  - Share relevant student data with the Lavinia Group
- **Personnel Report**
  - One Teacher Assistant Resigned
  - Two Teacher Assistants – Offers made and accepted
  - Parent Coordinator Offer made – In the onboarding process
  - We continue to interview candidates to fill teacher vacancies.
  - Requesting an Update on \$50,000 toward Employee Benefits
  - Staff Salary Request shared and sent to the Committee chair for Board deliberation.
- R. Wilson made a motion to accept the modified school calendar for the '23-'24 school year (C. Rice seconded) vote was passed.

#### **IV. PTO Report** **Shinequa Brown**

- Introduced the new PTO acting president – M. Townsend
- PTO Meeting scheduled 9/20/23

#### **V. CEO Report** **A. Bishop Calvin Rice** **Maintenance/Facility and new Construction:**

- Roof and protective fencing are complete except for padding.
- Elevator shaft mechanics began last week (estimated eight weeks)
- All walls have been erected and sheet rocking is about 80% complete taping and cosmetics will begin in two weeks on all floors.
- HVAC work began two weeks ago and all units (20) were delivered today.
- Tile work has begun in wet areas.
- September Draw will represent the first withdrawal from the construction loan thereby activating the loan agreement (see attached G702 and G703). Up until now construction has been finance by the partnership of NJWC, CODEC and REACS.
- Thanks to JJ (REACS IT) for the attached video.

#### **VI. Finance Report** **A. Mrs. Marcia Anglin – NO REPORT**

#### **VII. Academic Accountability Report** **A. Mrs. K. Sandoford**

The Academic Accountability Committee met on 8/24/23 remotely

Highlights from the meeting were:

- The principal's personnel report
- School goals for the upcoming year

#### **VIII. Personnel Committee Report** **A. Mrs. Kamala Sandiford**

The personnel committee met 8/24/23 remotely

Highlights from the meeting were:

- Teacher vacancies

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:16 PM.

Respectfully Submitted,  
R. Wilson

The meeting was adjourned for executive session.

In executive session:

- Misc. staff issues were discussed
- D. Barron made a motion that staff member's compensation be re-evaluated and whatever work was done during the summer be compensated; vote was passed
- D. Barron made a motion that staff salary increases be denied; vote was passed, one abstention
- Complaint investigation update was given