Boston Day and Evening Academy

Board of Trustees Minutes

Tuesday, Jan. 16th, 2018

**Attendance:** Connie Borab, Margie Samp, Alison Hramiec, George Cox, Danny Rivera, Cris Rothfuss, Liliana Mickle, Toni Elka, Lyndon Vincent

**Others in Attendance:** Michelle Allman, Janet Platt, Norman Lowe

**Clerk:** Rita Gehrenbeck-Shim

**Call to Order/Welcome:**

Danny called to order at 5:40pm

Seconded by Borab

**Approval of November minutes:**

Removed Spencer Kimball (not in attendance), Changed Ron to “Rhan”

Danny called to vote.

Seconded by Margie.

Approved by Board.

**Math Department’s approach to Inconsistent Attendance Presentation (Allman):**

* Shared her work on supporting teachers about how to best support students when average attendance is ~60%
* Rethinking Classroom Practices--
  + PowerSchool Learning, all of Allman’s classes are online (most at BDEA already have class material online as well)
  + Overall Purpose for Online Curriculum at BDEA: (we have a grant to implement at BDEA)
    - Learning outside school, Enable students to pace learning, Streamline assignments for POLL and Learning Center, Integrate 21st c. technologies, Reflect online presence of college courses, Share our curriculum *as examples* with partnering schools
* Benefits:
  + Online work is less rich than in class time, but better than not being in class at all
  + The more practice with this now the better--this type of online learning is common in higher ed
  + Some other teachers have chats online to discuss work, i.e. plays, discussions--instant feedback from teachers, other students, etc. (a little more difficult with math, specifically)
* Challenges:
  + How do I get work from students? Yet to have “submit online” option
  + How do I build collaboration and a supportive classroom, even when they are not there?
  + Hands on learning, collaborative classroom, timely feedback, etc. not as possible online
* Board Discussion/Questions:
  + The board discussed and asked questions on how online could be more personalized with audio/video? And could we use grant money to reach out and work with grad schools of Ed?
* Future Discussions:
  + How can we use online curriculum as an opportunity to build culturally responsive, competency-based, engaging, media rich classes that develop critical thinking, problem solving, communication and content understanding?
  + How can we use this to build community, respond to the attendance struggles of our students?
  + What about students’ online curriculum should be standardized? What do POLL and LC students need to successfully complete a course while not in the classroom?
  + What would this look like for different courses?
  + Attendance policy--is there a max # of days students can miss, even if they’re participating in online learning? How do they move forward if they’re participating online, but aren’t in school? Exceptions?
  + Some learning can’t happen outside of the classroom
    - What could we put online, what *has* to happen in the classroom? Don’t want this to be distance learning project

**Vote SY19 ETWA (Borab):**

“Election to Work Agreement”: summarize purpose of document:

* Want work conditions that suit and support our work and are sustainable, not always in line with BTU
* Staff committee negotiate and agree upon work conditions--then ratified by the Board, any complaints would come to the Board
  + Conditions: Mission and Vision, Salary, benefits, seniority and membership in bargaining unit, work year, terms, calendar, class size/prep time, responsibilities, Performance Evaluation, excessing and dismissal from BDEA
* Changes:
  + Added to part C: teachers have 20% of work week as self directed prep--wanted to include same 20% prep time for CFCs (time in morning and afternoon), SST has a lot of Connects documentation as well
  + Added to “Involuntary Excessing:” (we feel that someone needs to leave the school, significant autonomy we have, make sure staff meets mission of our school), just clarified some of the language--we have to follow state law around performance evaluation
  + Added to part G: language to help explain the purpose of an ETWA for potential new staff
* Will continue to meet with team throughout the year
* Unanimous approval by staff

Toni moved to accept the ETWA.

Lyndon seconded the motion.

Approved by Board.

**BDEA Updates (Alison):**

Commissioner has moved to unconditionally approve our charter for the next 5 years

* Some findings:
  + Bell schedule did not have appropriate amount of hours of instruction, need 990 hours of instruction in the year--we hit over 990 by including enrichment classes, state understood need for flexible start/end times, every student may not meet 990, but those hours are available
  + Low graduation rate/performance--difficult when students come in 2+ years behind and MAPS scores show they are underskilled. Positive that we’re being compared to other alternative schools. Work on performance data on the MCAS. Our numbers are small for testing cohorts (20-30 students) even missing 2 or 3 students causes us to fall below 90%
  + Overall did very well (all Meets/Exceeds)

Financial Services:

* Outsourcing to another service--Insource, they’ve worked with Charter Schools, Horace Mann schools, same price point as previous accountant. They’re currently conducting an assessment of our systems, starting Feb 1st they’ll take over our QuickBooks, payroll, future projections, etc.

Kitchen Update:

* Shaw Foundation will be able to renovate the kitchen, not until summer 2018
* Jamaica Mi Hungry--very in line with BDEA’s vision and mission
  + Cost for approximately 36 days/trimester: Breakfast for 50 students= $7,200. Lunch approximately 100 students (to start)=$28,800/trimester-$43,200 (150 students)
  + Total cost per trimester: $36,000 (100 students)-$50,400. Two remaining trimesters: $72,000 (100 students) to $100,800, would come from the BDEA Foundation
  + Just start with this trimester, wait to move forward for the rest of the year
  + Compared to City Fresh (does not include labor) approximately comparable
* Want to emphasize to BPS that students will eat the food if the food is good, nutritious
* Ask from BPS: to use facility, to cover paper cost and milk delivery
* Board Discussion/Ideas:
  + Board continued to discuss nuances of proposal for this coming year and what we need to show BPS so we can move to a full service kitchen. This spring would be an investment from the board toward improving food services, but ultimately we need to make this cost-effective by using BPS resources.
  + Proposal: for the rest of the trimester, we would authorize up to $45,000 (from the Foundation account) to bring in Jamaica Mi Hungry to serve food

Lyndon moves to accept the proposal.

Toni seconded the movement.

Approved by Board.

Budget

* Review budget for SY19
* We are adding staff, no cuts. District has increased allocation by 9%, got special ed funding
* Go into more detail and focus on data in next meeting

**New Business:**

* Is it possible for us to use some of the Dearborn space for our pilot next year? Alison will

**Adjourn:**

Danny moved to adjourn the meeting at 7:38 pm.

Seconded by Borab

Approved by Board unanimously