

Theodore Roosevelt College and Career Academy, Inc.

730 W. 25th Avenue

Gary, IN

Board Meeting Minutes

February 17, 2016

Call to Order: 4:04pm – Laura Hayes

Board

Members Present: Laura Hayes, President (via telephone); Danielle Beecham, Student Success Director SPED (via telephone); Frank Ippolito, Treasurer (via telephone); Matayzia Hughes, Student Representative

Board

Members Absent: None

Guests Present: Dr. Sabrena Davis, Superintendent; Donna Henry, Principal; Karen Raymond, SOM; Annie Baddoo, SSD-Math; Michelle Schmitt, Regional Controller; Cory Martin, Student Body President; Ben Clement, Board Secretary

Agenda Approval: Agenda presented by President Laura Hayes. Danielle Beecham motioned to approve. Frank Ippolito seconded. Motion passed.

Adoption of

Minutes: Motion by Frank Ippolito to adopt minutes from December 16, 2015 board meeting. Motion seconded by Danielle Beecham. Motion passed.

Reports & Updates

Student Rep

Report: Matayzia Hughes presented the student representative report. Matayzia reported on JROTC Military Ball scheduled for April 22, 2016 at the Chateau in Merrillville. The National Honor Society raised money to support senior class activities and to promote graduation. Fundraising included solicitation at Walmart and sales of St. Patty Day Grams. Thirteen students will be inducted into NHS on February 25, 2016. Matayzia will be stepping down as president of NHS. Principal Donna Henry added information about students collecting water to send to Flint, Michigan. President Laura Hayes inquired about the Disney trip and asked if video record was available. Matayzia said the trip was quite rewarding including leadership training courses every morning and study of the

physics of Disney rides. Dr. Sabrena Davis asked about opportunities to continue relationships established during the Disney trip. Matayzia garnered an JAG internship at a law firm and she will attend Indiana State University.

Principal's Report: Principal Donna Henry presented the report based on the five strands. Under **Leadership** she reported on collaboration to support students and continuous strategic coaching of teachers and school leaders. Challenges include staff morale due to uncertainty about TRCCA's future, staffing (science), clear responsibilities of the school and HR support. Maintaining suitable building temperatures continues to pose a challenge. Under **Learning Environment** successes include improvements in student discipline as evidenced by a drop in office referrals, celebrations of student progress throughout the school, and inspirational learning spaces. Challenges include student transfers with discipline issues and incomplete records, and fluctuating building temperatures negatively impacting student and teacher morale as well as the instructional program. Under **Pedagogy & Curriculum** successes include reconstruction of 10th grade schedules to optimize student achievement, and commencement of the Saturday school program. Challenges include lack of resources for 10th grade ISTEP+ assessments, open teaching positions, and need to obtain updated IEP information for special needs students. Under **Assessment for Learning** successes include projected math growth based on preliminary NWEA data, and teachers using NWEA data to drive instruction. Challenges include lab scheduling conflicts for testing and achievement classes, and loss of instructional time in labs due to heat related issues. Under **Student & Family Supports** successes include well attended parent nights, students engaged in studying "Seven Habits of Highly Effective Teens" facilitated by "Our Meeting" coaches, scholarships for seniors, implementation of FAFSA workshops, and counselors continuing to work with students and families monitoring transcripts and credit recovery course completion. One on One scholarships offering \$2,000 plus a laptop computer were recommended by Detroit teachers after viewing press coverage about TRCCA. Challenges include obtaining accurate transcripts and records from home schools for transfer students and special education issues due to growing diverse needs. Danielle Beecham asked how many students are enrolled in SPED class. Principal Henry said 15 students are enrolled. Principal Henry also highlighted a peer mediation case where a senior counseled a troubled student.

Operations Report: Karen Raymond presented the operations report. She reported 99% staff retention for December 2015 and January 2016. Staff attendance rates were 96% and 97% respectively for the same period. Student enrollment was 651 as of the February 2016 count day. Student attendance was 86% for December 2015 and 84% for January 2016. Challenges include employee concerns about future status of TRCCA, on-going facility issues including HVAC problems, elevator repairs, and broken water fountains. Other challenges include hiring certified teachers to fill current vacancies, the need for HR support, and high student mobility although transfer out rate is stabilizing. Karen Raymond noted that Gary Community School Corporation scheduled a building walkthrough and issued an RFP for building services without notifying TRCCA

administrators. Under technology, Ms. Raymond reported a core switch has been installed and a computer lab prepped with more computers repaired for testing. Challenges include the main telephone line dropping calls, student account creations failing, and computer cores freezing due to frigid temperatures.

Education Report: Dr. Davis reported that TRCCA learning coaches and teachers have completed NWEA data review cycle. They also developed IEP and transition plans and aligned with state standards. School leaders and EdisonLearning Directors of Achievement have been mentoring and coaching struggling teachers. NWEA Learning Continuum has been aligned to state standards. Challenges include understanding ISTEP 10 standards, inequitable supports from IDOE, special education support from the state, and student and community uproar over heating issues.

Financial Report: Frank Ippolito presented the financial report including operating statement and revenue received to date. He also reviewed the current allocation of spending (budgeted versus actual). Mr. Ippolito reported that revenue received from various sources averaged 53% of annual projections. This was not unexpected.

Board Report: Frank Ippolito motioned to approve EdisonLearning invoices for the month of December 2015 totaling \$155,396.22 and for the month of January 2016 totaling \$162,099.31. Mr. Ippolito motioned to approve payment of the invoices. Danielle Beecham seconded. Motion carried.

Friends of Ted: No report.

New Business None.

Old Business Public Health Report on mold issues at Roosevelt has been released. Superintendent Davis requests an executive session for the next board meeting.

Open Discussion: None.

Public Comment: None.

Executive Session: None.

Adjournment: Frank Ippolito motioned for Adjournment. Danielle Meachum seconded.

Meeting adjourned at 5:19pm

Minutes Recorded and Submitted by Ben Clement, Secretary

ATTEST:

Laura Hayes, Board President _____

Danielle Beecham, Board Member _____

Frank Ippolito, Treasurer _____

Parent Rep (Vacant) _____

Matayzia Hughes, Student Rep _____