



ACADEMY OF HEALTH SCIENCES CHARTER SCHOOL

Board of Trustees
Meeting Minutes
November 21, 2019

Board Members Present: Warren Hern, Mario Urso, Erika Dooley, Kevin Railey, Kevin Overton

Others Present: Wanda Perez-Brundage, Alison Tyler

Not Present: Bradley Turner, Louise Vella, Michele Lawrence, Wendy Ferrer, Joseph Searles

I. Call to Order

The meeting was called to order at 5:41 PM at 1001 Lake Ave., Rochester, NY.

II. Approval of Minutes

A motion was made and seconded to approve the minutes of the October 28, 2019 meeting.
MOTION CARRIED

III. Principal's Report

Enrollment: There are currently 101 students. One new student will start school next week and another will likely start the following week, and two current students are expected to transfer out in the coming weeks.

Attendance: Despite some recent bad weather and the city school district being closed on Election Day, attendance holds at over 90% on average. Wanda Perez-Brundage stated that this is what is expected for the first year, but the school continues to work at raising the attendance rate higher.

Staffing: The new Music Teacher starts this week. The school has organized two optional staff social outings. The school is planning a staff party for December, and the Board volunteered to contribute. Wanda is in the process of completing the first round of instructional staff evaluations. Upcoming half-days will be used for professional development on instructional strategies and for collaborative analysis of student reading level data. Wanda described the staff as showing resilience through challenges.

Academics: Teachers continue to gather data which will be shared at upcoming Board meetings, including NWEA assessment results in January. In advisory, teachers have started a new social-emotional curriculum with topics related to bullying, respecting self and others, and overcoming obstacles. Wanda noted that staff have observed some work avoidance because

students are being held to higher expectations than they are used to. Two students who sometimes exhibit dangerous or bullying behaviors are on daily incentive charts.

Parent complaint: Wanda and Warren Hern received a complaint from a parent. The Board discussed the results of the investigation and the school's proposed response.

IV. Update on Principal Evaluation Process

Warren noted that he has been working with Wanda and Alison on a document to link types of evidence to the specific survey items, and that the Board will also use upcoming meetings to develop shared understanding of educational concepts. Kevin Railey suggested completing a section of the survey together, possibly at a retreat.

V. Finance Committee

Mario described the school as doing well compared to budget. The school will pay off loan by end of calendar year. Mario noted that the school remains in a good cash position, and cash flow projections show no concerns through the end of January. The school and the Committee will begin work on the budget for fiscal year 2021 soon.

VI. Strategic Directions

Alison has designed a staff survey on the salary scale, which will be used to inform a draft salary scale for the 2020-2021 school year. Wanda and Alison will present the draft salary scale at the Dec. 9 meeting of the staff Strategic Directions Committee for staff feedback.

VII. Infrastructure Committee

Alison recently shared an update on building renovation plans. In addition, Wanda noted that the school will need to begin planning for long-term space needs.

VIII. Adjournment

Hearing no other business or objections, the meeting was adjourned at 6:46 PM.