

Midtown Academy

Board of Directors

Tuesday, February 20, 2024

7:00 pm via Zoom

Attendees: Michael Booth, Whitney Ward Birenbaum, Tony Waddell, Kim Davis, Becky Eisen, Mark Wainwright, Pauline Lowenthal, Malukah Al-Uqdah, Lorenzo Bryant, Denia Payton, Tim Lewis

Guests: Ms. Dean, Ms. Reid, Adam Kutcher, Christian, Ms. Johnson, Ayesha Larkins, Angel Holmes, Netta, Rasheeda, Jamie Pope, Nicole, Christine Tillman, Janay Corbett, Hanifah Parker

Called to order: 7:05 PM

Adjourned: 8:28 PM

1. 10 minutes for parents

- Antoinette (parent): Really appreciates 2nd grade teacher and how she has helped her son w/autism, and likes how communicative Kim Davis has been
- Christian (grandmother of 5th grader): Would like more communication about plans for swing space.

2. Approval of past minutes, as circulated. MINUTES HAVE BEEN APPROVED.

3. Principal's report

https://docs.google.com/document/d/1YDV04oKG6D89TkGoLNUQ7Ghu3_pr2ZwJr3EIDpvMz7U/edit?usp=sharing

Staffing

Leave Begins	Staff Member	Position	Current Plan of Coverage
2/9/24 - 2/26/24	LH	M/S ELA	Seeking Substitute

Enrollment

Currently Enrolled

181 students

17 open seats

Grade	Currently Enrolled	Open Seats
K	17	5
1	20	2

2	15	6
3	22	0
4	21	1
5	21	1
6	22	0
7	22	0
8	20	2

Our enrollment Lottery was held on February 14, 2024. 17-20 parents were in attendance. We are working with Lotterease, a company that runs school lotteries - recommended by a colleague. Over 120 applications were submitted for student enrollment across grade levels. Immediately following the lottery drawings, **19/39 families have accepted their seats of which 3 have already submitted their enrollment form and are under staff review.**

Staff Professional Development Schedule

Month	Topic	Facilitator
March	Data Analysis Math	Davis Kim Sutton
April	Data Analysis	ILT

Interim Principal Coaching

Monday, February 26, 2024

Wednesday, Mar 6, 2024

Operator Submission Items

We are currently up to date. PSASA Evaluation due February 23, 2024

Data

By June 2024, students in grades K-2 will increase ELA proficiency from 49% to 54% as measured by Amplify Mclass and classroom assessments

By June 2024, students in grades 3-8 will increase ELA proficiency from 44% to 49% as measured by state assessments and classroom assessments.

By June 2024, students in grades 3-8 will increase Math proficiency from 9% to 14% as measured by state assessments and classroom assessments.

By June 2024, students in grades 5 and 8 will increase Science proficiency from 20% proficiency to 25% proficiency as measured by MISA.

Below is the detailed MISA schedule:

March 12 - 15 (Tue- Fri) 5th Grade 9:30 - 11:15am (1 section each day)

March 12 - 13 (Tue- Wed) 8th Grade 8:30 - 10:00am (2 sections each day)

March 14 - 22 Make-up testing

Climate Goals

Ensure a safe and secure learning environment by maintaining office referrals at less than 50.

Ensure a safe and secure learning environment by decreasing school suspensions from 12 to 7.

Strategies

- Support and monitor teacher interventions and responses as outlined in the Code of Conduct
- Communicate and implement administrative interventions and responses as outlined in the Code of Conduct
- Professional development targeting classroom management
- Wholeness and restorative practices shared during professional development
- Teacher to teacher modeling and support
- Build relationships with students and families

Facilities Updates

Date	Concern	Contractor	Status
9/2023	Bathroom in basement - leak and ceiling fell in	Tito	Assessed 9/19 and will repair
9/2023	Loose Floor Tile in basement near bathroom	Tito	Assessed 9/19 and will repair

2/20/2024	No heat in the 2nd grade classroom	Dynastics	Technicians came out on 2/16/2024 Will return - To be scheduled
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Schoolwide Communication

Weekly Newsletter from Interim Principal via Class Tag
Friday Folders

Enrichment

Enrichment	Lead	Position
Robotics	Jade Oliver	Phys Ed Teacher
Chess	Lee Homesley	ELA Teacher
Step Team	Angela Harrell	Community School Coordinator
School Choir (Rehearsals as needed for performances)	Kimberly Davis	Interim Principal
AfterSchool Programming	Arlita Price/Austin Ward	Game On Fitness and Midtown Staff
(NEW)Midtown Mentoring (To begin in February 2024) - After School	Staff	Midtown Staff
LAVA Project	Patricia Kelly and Michelle Weatherly	Vendors/Founders of the LAVA Project (Tony Waddell)
Math Motivators	Math Motivators Rep	Tutors (Angela Harrell)
M/S Boys Basketball Team (Begins in February)	Jade Oliver-Coach	Phys Ed Teacher

Upcoming Events/Special Dates

Date	Event	Location
2/23/2024	Black History Soiree	MPR
2/23/2024	Visit Mt. Washington	Mt. Washington Lower School

New Partners

Arts for Learning (Thank you, Becky)
 Omega Psi Phi Fraternity Incorporated
 Providence Baptist Church

4. PTO update

- Getting ready for Black History Month Soiree
- Eager to get resolution on the swing space
- Request was made for PTO to share upcoming meeting dates for the remainder of the school year

5. Committee reports & updates

A) Communications

- Our Marketing consultant has been creating content and sharing it via facebook. We are still trying to get access to our Instagram.
- Over 80% parent participation in our survey!

B) Update on Principal eval and selection process

Interim Principal Timeline

If the Board would like to move forward with hiring Principal Davis, a Waiver Request via an email addressed to Chief Emily Nielson requesting the waiver of our principal selection process along with documentation of:

- A multi-layered screening process
- Selection questions and work tasks that seek evidence aligned to City School’s criteria
- Selection process that meets the Family and Community Engagement policy
- Collection of references
- Plan to collect the selected candidate’s certification

If the Board does not want to move forward with Principal Davis the same requirements stated above are required. Note that all of the above steps were taken in hiring Principal Davis as our Interim Principal.

Timeline:

- Dec 2023
 - Board leadership communicated with Tracye Carter and Cera Doering from City Schools' Office of New Initiatives and Office of Human Resources regarding steps needed to hire or not hire current Interim Principal; Waiver information (above) was shared

- Jan 2024
 - Midtown Board leadership reviewed materials required for waiver, as well as sample materials from another Baltimore City Charter School
 - Determined two areas of feedback collection:
 - 1:1 interviews with key staff members
 - Family and Community Engagement tool (survey)

- Feb 2024 -
 - 2/1 - Draft questions for staff aligned with Leadership Framework sent to Tracye Carter for feedback
 - 2/5 - Whitney met with Demetria Moore (Office of Human Resources) regarding Family and Community Engagement (FCE) Policy component of waiver request
 - 2/6 - Survey for families drafted and shared with Demetria Moore, Tracye Carter, and Board -- *feedback requested around anonymity and two-parent households*
 - Week of 2/12 - Board Members (Whitney Birenbaum and Pauline Lowenthal) interview selected staff members with questions aligned with leadership framework; Feedback from Tracye Carter received and incorporated
 - Wednesday, 2/14* - Family / Community survey disseminated; coordinate distribution with PTO leadership (Survey open through Tuesday, 2/20)
 - *Awaiting feedback on confidentiality from district -- if delayed we will extend the window and share preliminary data at 2/20 board meeting followed by a special session on 2/22 or 2/26

- 2/20 - Midtown Board of Directors February meeting
 - Review and discuss timeline, staff and family feedback -- Principal Davis and Teacher Rep log off during discussion
 - Determine next steps, communicate timeline to Principal Davis

We need to have candidate submissions on or before the dates in the deadline to submit to HC column.

Deadline to Submit to HC	HC Submission Deadline	PEP Goes to Board	Board Meeting
February 14	February 16	February 21	February 27
February 28	March 1	March 6	March 12
March 25	March 27	April 3	April 9
April 10	April 12	April 17	April 23
May 1	May 3	May 8	May 14
May 15	May 17	May 22	May 28

C) Finance update

Financial Report - Attached

Enrollment Adjustment

District Enrollment Projection Plan - approved

Teacher Contract Tentative Agreement (2023-2026)

If ratified by a vote of the entire teachers' union and approved by the city school board in February, the new three-year contract would give the greatest increases to both ends of the scale- veterans and the least experienced teachers. Those early-career teachers will get a 9% increase in pay, bringing the starting salary up to \$58,895, one of the highest in the state for the current school year. Veteran teachers will get a significant boost. The contract will create a new "advanced professional" pay scale that will allow teachers now earning \$90,000 to earn as much as \$114,000. Additionally, all the teachers, as well as other classifications like psychologists, speech and language therapists, occupational therapists and social workers will get a one-time \$3,000 bonus. Elementary teachers will be guaranteed a series of five 45-minute planning periods a week, and teachers also have gained the right to be paid when they are chaperoning an overnight school trip.

The pay increases will be retroactive July 1, 2023, and will be paid immediately upon board vote.

Budget Season

Principal Davis is in the process of completing the budgeting process. Budget Collaborative meeting early March.

D) Facilities / Site Committees

1. **Merger Opportunity** - communicated to ONI that this opportunity does not align with Midtown's purpose and the Board had serious hesitations.

2. **Swing Spaces**
 - a) **Mount Washington lower school (Shrine of the Sacred Heart building)**- not on the table until June because it is owned by the archdiocese.
 - b) Staff invited to tour on Friday, 2/23

 - c) **Purchase of CC school & rectory**
 - Archdiocese is now very interested in selling properties. Would involve purchasing school building and rectory, and then leasing rectory back to the parish. These spaces are not large enough for 2 classes/grade, but would work as a swing space.
 - Board is very interested in moving negotiations forward for this opportunity.
 - Tony will talk with broker to get comps and occupancy permit for the building

- c) **Other option** - Garrison Middle School building, owned by the city. We can follow up with the district to see if it is open.

3. Guilford Elementary

- Submitted RFP response at end of January. City has reviewed it, and we are scheduled to meet and discuss with them on February 29.
- Once we choose a permanent space (whether Guilford or other) we should be able to access MSDE grant funds for Year 1.

BOARD MOVED INTO EXECUTIVE SESSION

Discussion of Mt. Vernon property

E) Strategic Resources: Reports on action plans and next steps

- We have engaged grant writing duo Meghan Schutt and Annie Byrd to draft multiple grants for us over the spring.
- We have already submitted a request to Baltimore Community Foundation for \$27,400 to cover the cost of Capturing Kids Hearts, a training for teachers and staff.
- Working on another grant to bring music and performing arts programming for upcoming school year.
- Becky & Whitney to connect to discuss grant for Charter School Summer programming.

6. New Business

Next Meeting: Tuesday, March 19th