

HAMMOND URBAN ACADEMY, INC.
School Board Meeting Minutes Noted
November 21, 2013

In attendance:

Board Members:

Kris Sakelaris (Board President)
Mark McLaughlin (Board Member)
Sheldon Cutler (Board Member)
Dave Ryan (Board Member)
Howard Cohen (Board Member) ***By Phone***
Heather Cook (Board Member)
Jerry Gomez (Board Member)
Tom Dabertin (Board Member)
Janet Venecz (Board Member)

School Representatives

Dr. Sean Egan (School Leader)
Mahdee Iqbal (Business Manager)
LaTysha Sanders (Vice Business Manager)
Kevin Smith (Attorney)
Mira Projovic (Staff Member)
Bill Hutton

Not in attendance: 5

Owana Miller (Board Member)
Rick Calinski (Board Member)
Kris Kantar (Attorney)

Board meeting was called to order at 4:23p.m by Board president Kris Sakelaris.

Motions Approved by School Board

- *Motion to approve September 27, 2013 meeting minutes-* Sheldon Cutler motioned; seconded by Tom Dabertin. All in favor motion approved 9-0.
- *Motion to approve October 17, 2013 meeting minutes-* Janet Venecz motioned; seconded by Jerry Gomez. All in favor motion approved 9-0.
- *Motion to make a change to October minutes:* under New Business Policy Discussion, student tardies due to trains, 1-2 busses call in daily to report tardies rather than 1-2 students. All in favor motion approved 9-0.
- *Motion to approve new contracts for Nazli Mohyuddin, Tina Beyers and Mark Siniecki-* Tom Dabertin motioned, seconded by Sheldon Cutler. All in favor motion approved 9-0.
- *Motion to approve finance report-* Mark McLaughlin motioned; seconded by Sheldon Cutler. All in favor motion approved 9-0.

No new correspondence

School Leader Report

HAST Board Meeting

12/19/13

Human Capital Management

- Key staff duties: James Borom (discipline and state compliance reports for DOE), Business Manager: Mahdee Iqbal (budget, purchasing, payroll, accounting reports, grant reimbursement), Mark Sienicki (technology infrastructure maintenance and support), Traci Davis (Students with special needs), Eric Arcella (Athletics), Leslie Otero (student registration, transcripts, enrollment and withdrawal), LaTysha Sanders (student fees, supplies, PowerSchool progress reports and report cards), Gloria Valdez (student attendance, front office support)
- Weekly/daily collaborative team planning time for grade level teams

Instructional Leadership

- School Improvement Plan 2012–13 in collaboration with IDOE, with improvement focus areas of 7th and 8th grade Math and Eng/Lang Arts
- Meetings with PATH, Parent Team, Booster Club, Senior Planning Committee
- Use of software program for student-based academic interventions, with focus on Middle School ISTEP and High School ECA requirements (Study Island)
- Response to Intervention program instituted across all grades, providing daily 20–30 minute periods devoted to ELA and Math at all performance levels (remedial, general, accelerated)
- Direct involvement and supervision of PUC dual credit Science course
- ***Direct supervision of staff development organization and implementation, including off-site PD selections for staff***
- ***Staff-led presentations on Literacy instruction innovations (Mrs Ledford) and team-based data analysis reporting (Ms Hutton)***
- ***Indiana Department of Education reporting requirements for Focus/Priority Schools timeline***
 - ***Analyze school data (NWEA, ISTEP, ECA)***
 - ***Identify Primary Areas for Improvement (minimum 3)***
 - ***Align intervention to Turnaround Principles for Priority Schools***
 - ***2/14: Student Achievement Plan***
 - ***3/14: Public Hearing (Board meeting) regarding SAP***
 - ***4/14: Submit public hearing notice to IDOE***
 - ***4/14: Ensure Strong Leadership notification to IDOE***

Building Relationships

- Regular email communication with HAST stakeholders
- Partnerships: PUC (teacher mentoring, curriculum design/implementation/retooling, dual credit program, student teachers and observers), Ivy Tech(dual credit PLTW), Jewish Federation of Northwest Indiana (adult tutor volunteers for students with learning needs); ICHE grant with PUC, Ivy Tech, Hammond, Hobart, Crown Point, Merrillville, East Chicago schools to review college readiness at the high school level; multi-year DOE grant with PUC for Science Education (SUNRISE: Students using New and Real Life Initiatives in Science Education) in collaboration with Challenger Learning Center of NWI, BP Amoco, Bishop Noll, Charter School of the Dunes, Neighbors New Vistas, and Thea Bowman, ***PacMoore (manufacturing job readiness)***

Culture of Achievement

- Effective discipline program based on respect for all
- Effective use of Friday afternoon detention and lunch detentions
- Balance of high expectations and support for struggling learners
- ***College admissions rate: 67% of anticipated graduates***
- ***Over \$500,000 in scholarships for 2014 Seniors, not including College Bound and 21st Century Scholars programs***
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Organizational, Operational, and Resource Management

- Conservative ongoing fiscal management
- Multi-year strategic plan needed to address financial, curriculum, staffing, and facility needs
 - Bond refinancing (2015)
 - Second floor science lab completion
 - Stipends for all extracurricular sponsors, athletic and academic
 - Learning portfolio for students
 - Curriculum for digital citizenship

State Reporting update

Real Time Report: The collection of the Real Time data is to obtain and maintain information that accurately determine where a student is enrolled and attending classes. (Submitted Weekly) RT reports are submitted every Thursday.

STN Report: general student demographic information, submitted monthly (Accuracy of this data is key for testing and state reporting purposes)

NWEA Report: Student information for BSU testing purposes, submitted quarterly

Membership Report: Students who attend our school, used for Average Daily Membership (ADM) to determine student tuition payment from State DOE to HAST, submitted twice a year

Title I Report: Students receiving Title I services (for designated at-risk students), submitted yearly

Enrollment: 548 December 2013; 559 November 2013

Discussion Notes

- Facility rental agreement proposal submitted by Faith Church has been referred to the attorney and will be put on the December agenda for discussion.
- Follow up to Student Tardies Due to Trains: Dr. Egan reported there are roughly 23 tardies per day, 4% of the student body. Out of 1,015 tardy notices, only .6% were due to trains. Dr. Egan recommends tardies be handled as they've been on a case by case basis. Board agreed this was a non issue.
- Follow up to Ipad/Laptop Distribution to Seniors: Subject was referred to the finance committee. Mark McLaughlin reported public schools cannot give out public assets without determining market value for the items and selling them at that price. Current market value for the laptops are \$248 each. Students currently pay \$75 rental insurance for Ipads. Jerry Gomez inquired on the yearly costs for repairs compared with rental costs. Dave Ryan recommended this discussion be referred outside of the board meeting.

Board Financial Inquires

- Annual premium to Anthem BCBS has gone up to \$17,359.76 because of our larger staff and changes to healthcare reform. We are now required to offer insurance to all employees working over 40 hours a week.
- Clovercrest Dairy received \$1,045.50 because we now buy milk directly. In the past the lunch supplier took care of this and charged for it in their invoice.
- Flinn Scientific received \$3,111.82 for science supplies. Sheldon Cutler requested if supplies purchased can be more specifically listed on future reports.
- Hammond National Company received \$69,320.00 for our annual premium. Number of claims in the last year has gone up, increasing our liability.
- There were 2 payments to Ball State, each in the amount of \$7,083.39. The August payment was missed and was paid this month.
- Sheldon Cutler inquired if we charge an NSF fee for any returned checks. LaTysha Sanders replied we charge \$25.00 and they are not allowed to write any more checks.
- Dr. Egan was reimbursed \$914.38 for 2 lightbulbs for smart boards. HAST currently does not have a credit card so any emergency purchases must be made on his private credit card.

New Business

- Kris Sakaleris inquired if the next board meeting on December 19 is ok. All agreed that date would be fine.
- The annual HAST Coffee Shop run entirely by students will be Thursday Dec. 19 at 1:45 in the gym.

Public Comment

- Mrs. Rachel Rodriguez, HAST nurse, spoke in support of the class students attended from Planned Parenthood. They discussed, abstinence, pregnancy prevention, STD's and HIV. Mrs. Rodriguez believes condoms should be made available for all students who want them.
- Jermaine McNeil, student, spoke in support of the Planned Parenthood class he attended. He found it appropriate for his grade and educational.
- Dr. Rita Vega declined to speak for she thought the board would be discussing her curriculum ideas, Dr. Egan will put her topic on the agenda for December.
- Armani Williams, student, spoke in support of the Planned Parenthood class he attended.
- Tyshaun Jordan, student, spoke in support of the Planned Parenthood class he attended.
- Ada Quinones, student, spoke in support of the Planned Parenthood class she attended.
- Ida Quinones, student, spoke in support of the Planned Parenthood class she attended.
- Jacob Rodriguez, student, spoke in support of the Planned Parenthood class he attended.
- Mrs. Kitten Gray, parent to Attia Gray, spoke out against the Planned Parenthood class her daughter attended. She passed out a Right to Life newspaper featuring articles linking Planned Parenthood to the Nazi party. Mrs. Gray said parents should have been told that the classes would be co-ed and that instructors would be using models of an erect penis and vagina in their lesson.
- Elizabeth Gomez, student, spoke in support of the Planned Parenthood class she attended.

Meeting Adjourned 5:09 p.m.

Dave Ryan motioned; seconded by Sheldon Cutler all in favor motion carried 9-0