



BOARD MEETING MINUTES
November 14, 2018

DRAFT

APPROVED

Meeting was held in the Multi-Purpose Room

Pursuant to the NY State Public Meetings Law the public notice of meeting was provided in the following manner thus meeting the law's requirement of media and public notice.

- MVP Website
- Media Advisory sent to the Times Newsweekly

Call to Order: Josephine Lume, Chair called the meeting to order at 6:04 p.m.

Ms. Lume conducted a roll call

Board Members in Attendance:

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| <input checked="" type="checkbox"/> Chair, Josephine Lume | <input checked="" type="checkbox"/> Trustee, Maureen Campbell |
| <input type="checkbox"/> Vice Chair, Serphin R. Maltese (family matter) | <input checked="" type="checkbox"/> Trustee, Kaiko Hayes |
| <input type="checkbox"/> Secretary, Rosemary DeGennaro | <input type="checkbox"/> Trustee, Deborah Kueber |
| <input checked="" type="checkbox"/> Treasurer, Margaret Ognibene | <input checked="" type="checkbox"/> Trustee, Monica Konopka |
| <input checked="" type="checkbox"/> Founder, Michael Michel | <input type="checkbox"/> Parent Rep, to be determined |

Also present was **Principal, Nancy Velez Assistant Principal/DOC, Michele Allocca, Director of Operations, Christian Quezada**

There was a quorum.

Minutes from October 17, 2018 were approved.

Admin Report

Instructional Updates

Teachers were provided with the State Test results and item analysis last week. The set of data given will enable them to plan accordingly to support students who need to reach proficiency levels, and /or may need intensive support via differentiated instruction, small group or one to one. We are pleased to have students who had a perfect score on the State test in both Math and ELA. They will be recognized at the next Assembly. We are also happy to inform the Board that 240 students had perfect attendance for the month of September. Each one received a certificate of recognition.

Professional Development this year includes monthly training for teachers in the use of the Chrome Books and technology strategies, training by Teachers College, training for Special Education teachers by the NYC Special Education Collaborative,

training and meetings led by the principal for new teachers, and support to new teacher by two “teacher leads”. We are currently trying to secure the services of “Teaching Matters” so that our content area teachers, Social Studies and Science, will receive the support they need in their respective areas. “Teaching Matters” is an educational consultation group that designs a plan of action, in collaboration with the school principal, to sustain increasing teacher effectiveness. They provide onsite support and training for teachers. If feasible, we will have two trainers once a week. These trainers will also work with the administrative team on exploring strategies that are proven to generate and sustain teacher retention rates.

Staffing and Programming Matters

Last week, two teachers resigned. One of them was a recent hired and had been at MVP for three weeks. She resigned for personal reasons, mainly because she could not secure child care for her child. The other teacher also resigned for personal reasons. As a result of these ongoing staffing challenges, and given there are 121 students at the 8th grade level, it was decided that reducing the 8th grade class sections from 5 to 4, would alleviate the challenge with the current situation. After having consulted with Mr. Michel, a meeting was held with the teachers to discuss the situation and they were asked to work on the “new” class compositions. The “official” change will be effective next Monday. The 8th grade parents will be notified of the changes this week.

The search for a Computer Teacher and an ICT teacher continues. In the interim, we will be prepared to begin the Fab Lab as soon as the Lab/Classroom is finalized, at the end of October. Students are really excited about this program and are anxiously awaiting for it to begin.

Non- Instruction

Fab Lab Training

Training for the Fab Lab Managers took place in the month of October. The training was a week of hands on learning from building stations, to working with machinery and software for the computers. We have laser cutting machines, wood cutting machines, 3-D Printers, Virtual Reality, Drones, Robots, and Circuits. All the training comes with lesson plans/curriculum for the teachers to follow.

Book Fair Scholastic Dollars

In November last year, MVP held its annual book fair. The profits of the fair are turned into Scholastic Dollars allowing teachers to choose books to enhance their classroom library. MVP had \$2021.00 to spend on books and was able to buy the top best-selling books for each grade level along with STEM and engineering activity books.

Student Services Report- Mr. Burton

Attendance

In the first seven weeks of school, MVP’s attendance rate is 96.4%. The average daily attendance over this time translates to 390 students in attendance per day. For the sole month of October, we have exceeded this rate. We have achieved a 97% attendance rate, averaging 393 students in attendance daily.

Athletics

Middle Village Prep’s fall season is in full swing!

Track and Field have participated in three meets already, accomplishing top-10 finishes among both male and female runners. Cheerleaders are working on foundational skills that will be showcased at later events, including cheer competitions, MVP basketball games, and live broadcasted sporting events. Finally, soccer has been practicing in preparation of joining a soccer league during the spring season.

Field Trips

MVP will have several trips taking place in the near future, some of which include:

- Grade 6 and 8 trip to USTA Billie Jean King National Tennis Center
- Select Grade 6 classes will attend Be Strong Live Event against Bullying (tickets were limited), while other classes will be able to view a streamed version.
- Grade 8 trip to Museum of Natural History

Financial

We are continuing to work with the NYC Charter School Center to assist faculty members in efficiently completing their requirements.

The audited financial statements have been reviewed by the audit committee and once approved by the board will be submitted to complete the SUNY-CSI annual report.

We've begun working with our auditors to prepare the Form 990. An automatic extension will be filed.

Victory Partners has reviewed our financial statements (attached) as of September 30th and their analysis indicates that we are in an adequate financial position.

Technology

All 7th and 8th grade students received their Chromebooks.

Accounts were created and Teacher/Student rosters were uploaded for Castle Learning, Achieve 3000 and Map Testing.

Chromebook carts for the 6th grade are being utilized and teachers expressed their ease of use.

Fab Lab is 95% Completed and should be fully completed before the end of the month. Ms. Allocca and I have gone through the Fab Lab Manager Training and are truly excited about what students will be learning.

