



BOARD MEETING MINUTES  
December 19, 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 6:19 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 checked="" type="checkbox"/> Vice Chair, Serphin R. Maltese | <input type="checkbox"/> Trustee, Kaiko Hayes                 |
| <input checked="" type="checkbox"/> Secretary, Rosemary DeGennaro  | <input type="checkbox"/> Trustee, Deborah Kueber              |
| <input checked="" type="checkbox"/> Treasurer, Margaret Ognibene   | <input 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 November 14, 2018 were approved.

Parent representative, Ms. Jodi Mercado, introduced herself. She is a mom of an 8<sup>th</sup> grade student. The board welcomed Ms. Mercado.

**Admin Report**

**Staffing-** A candidate who was doing her internship at MVP for the last four months, was offered the vacant position of 7th grade ELA teacher. Ms. Lina Rahmani began this past Monday. This position will allow one of our Special Teachers, Ms. Gonzalez who was covering the 7th grade ELA program, to be able to fully support SWD students in the 7th grade. We continue to have challenges with teaching positions as we still need two Special Education teachers (6th Math and 8th grade Math and History). A social Studies teacher was secured for the 6th grade students. Ms. M. Santiago began two weeks ago. The Guidance Counselor that was hired a little over a month ago

made a decision to relocate to another state and left MVP a week ago. She is being replaced with Ms. Hurley. Ms. Hurley's official start date is January 2nd.

Instructional Programming- Students have been visiting the Fab Lab on a regular basis now. Ms. Allocca began to manage the program and has observed lots of excitement among students. Most of the administrative tasks that Ms. Allocca had, were removed from so that she can cover the program. She currently teaches 20 periods a week. The remainder of Ms. Allocca's time is devoted to continuing to lead the work in her capacity as the Director of Curriculum, as well as overseeing the PD activities being implemented at MVP. We are still actively seeking candidates for the Computer teacher position.

### **Report Cards/ Parent Conferences**

Report Cards were available to parents on line on December 4th- Parent teacher conferences were on December 5<sup>th</sup> and 12<sup>th</sup> from 3:00PM- 6:00PM. A large amount of parents attended the conferences and were able to meet with multiple teachers. Of the 403 students enrolled, 264 parents attended parent teacher conferences; this translates to approximately 65% of our parents.

### **Carly Rose Foundation Toy Drive/Paint Night**

The Carly Rose Foundation is set up by one of our current MVP parents whose daughter back in 2003 was diagnosed with cancer. Although she had a difficult journey, she is cancer free and the family has made it a priority to connect with other families to help them. She is very active in our Relay for Life walk and asked us this year to help contribute to her a fundraiser at a Paint Night that was held back on December 1<sup>st</sup>. Many of our MVP teachers attended the event in support of Carly and her sister who is currently a 7<sup>th</sup> grade student.

### **Adopt a Family**

NJHS chapter of MVP will host an "Adopt a Family" Drive for the holidays. Adopt- A Family Is a Charity that provides presents to families that would otherwise not be able to afford a holiday celebration. The program provides the entire family with clothing, toys and other necessities.

### **8<sup>th</sup> Grade Catholic High School admission**

Students in the 8<sup>th</sup> grade have submitted their Catholic High School Application Forms. Out of the 57 students who applied to Catholic HS, 35 students placed Christ the King HS as their 1<sup>st</sup> choice.

Out of 121 students, 70 registered for the SHSAT Exam and 13 students have auditioned for LaGuardia Performing Arts School

## **Student Services Report- Mr. Burton**

### **Attendance**

Year to date, Middle Village Prep has an attendance rate of 96.3%; this converts to approximately 389 students in attendance daily.

For the month of December, we are about even with the year-to-date average, sitting at an even 96%. This gives us 388 students in attendance daily.

### **Athletics**

Middle Village Prep's winter season is off to a great start. On December 4<sup>th</sup>, MVP hosted tryouts for its cheerleading team and track and field team. Out of the 94 students to try out, 66 students were able to make the teams.

Track and field will travel to five different track meets between December and January, ranging from events in Staten Island all the way to the Armory.

Cheerleaders are gearing up to participate in upcoming events including basketball games on CK Campus and hosting our very own cheer competition.

We've also implemented a sports media program in collaboration with our athletics' program. At the moment we have 18 students signed up for the program, which is divided into four sections: interviewers, photographers, videographers, and article writers.

All of our sports media students meet during the same hours that athletics take place (4:00PM – 6:00PM on Mondays, Tuesdays, and Thursdays), where they meet up in their area and carry out different tasks given to them by the coach. Tasks include interviewing our student-athletes about upcoming events, what it is like being a student-athlete at MVP, and even what goals they have in place. Practices and events are recorded and photographed by student-athletes in those areas, before a writer comes along to write a piece on the event/practice.

All in all, we are pleased with how things are coming along this year, and we look forward to branching out into even more areas of athletics!

### **Scholastic Book Fair**

During the week of December 3<sup>rd</sup>, the PTA hosted the annual Scholastic Book Fair in MVP's multi-purpose room. The event had offered all MVP students the opportunity to browse the large selection of literature on hand available for purchase. The PTA was able to sell over \$4,250 worth of books!

### **Field Trips**

MVP has been very active in engaging students outside of the classroom!

On Wednesday, December 5<sup>th</sup>, the 8<sup>th</sup> Grade class attended Archbishop Molloy's rendition of "A Christmas Carol." At the event, students had great seats in witnessing one of MVP's very own play the role of Mr. Scrooge.

On that Friday, December 7<sup>th</sup>, the 7<sup>th</sup> Grade class had the opportunity to attend Maspeth High School's performance of "A Christmas Carol." At this viewing, MVP graduates were also casted as lead roles for the show.

It was such a pleasure watching alum carry out such strong performances!

Throughout the second week of December, the entire 6<sup>th</sup> grade class was able to attend Edgar Allan Poe's Cottage located in Bronx, NY. The cottage, built in 1812, is a New York City and State landmark listed in the National Register of Historic Places. The historic house museum is famous as the final home of the writer. The Bronx County Historical Society has administered the Edgar Allan Poe Cottage as a historic house museum since 1975, in cooperation with the NY City Department of Parks & Recreation.

### **Financial**

We submitted our 2018-19 Lottery application and recruitment materials for approval by SUNY-CSI. Once the materials are approved we will begin our advertisements and mailings.

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

### **Technology**

The Fab Lab 99% is completed. The final bit of software has been purchased for the CNC machine and that is ready to go. I just need to get with Mr. Nader Shaterian for a little bit of training on the CNC machine. There are still a few odds and ends things that need to be done but nothing major.

Ms. Allocca has started taking our students up to use the Fab Lab and it seems like they are really eager to learn.

During the month of November, 4 of our teachers have received Fab Lab Training.

Mr. Michel spoke regarding the additional bonus for the employees for the current year. They will each receive \$3 561 on the 30<sup>th</sup> of December.

Mr. Maltese motioned to adjourn the meeting at 7:00 p.m., seconded by Mrs. DeGennaro and unanimously approved.

Minutes submitted by Veronica Cokley