



Summary of **JULY** Meeting
Of the Board of Trustees
Of

Hyde Leadership Charter School – Brooklyn

APPROVED

Held at Hyde Leadership Charter School - Brooklyn
330 Alabama Avenue
Brooklyn, NY 11205

July 14, 2014

Trustees Present:

Cecil Simpson, III, Chairman
Jack Brown, III, Vice Chair
Cicily Robinson, Treasurer
Christina Brown
Joanne Goubourn

Trustee Absent:

Latisha Green

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Rebecca Chatteram, Director of Operations
Jack Foster, II – Financial Consultant

MEETING CALLED TO ORDER MEETING at 1:45 p.m.

Motion by: Jack Brown, III
Seconded by: Joanne Goubourn
Action: Approved unanimously

APPROVE, Board Minutes.

Motion by: Cicily Robinson
Seconded by: Joanne Goubourn
Action: Approved unanimously

Action Items

Chairman's Report

Chairman, Cecil Simpson, III reported that the school is entering the 5th year of the charter. He referred back to the Bylaws regarding Board positions, which have a 3-year term. The Chairman called for the Board to review their current positions and called for any changes in positions. All Board members will retain their positions for the next term.

MOTION, re-elect Chairman

Motion by: Cicily Robinson
Seconded by: Joanne Goubourn
Action: Approved unanimously

MOTION, re-elect Vice Chair

Motion by: Cicily Robinson
Seconded by: Joanne Goubourn
Action: Approved unanimously

MOTION, re-elect Treasurer

Motion by: Jack Brown, III
Seconded by: Cecil Simpson, III
Action: Approved unanimously

School-At-Large:

Dr. Sandra DuPree, Executive Director reported that new faculty hiring for SY 2014-2015 is still underway. New teachers will be hired to fill 5th grade team, expand the Academic Intervention support across K – 5 and expand services to Students with Disabilities.

The 2013- 2014 Annual Report is underway. Annual Report is due August 1, 2014. Simultaneously, the Title I Consolidated application is being prepared for submission on August 31, 2014.

All 2014-2015 Hyde faculty will attend training in Woodstock, Connecticut August 13th – August 15th. The Hyde Foundation and Hyde –Brooklyn administration will collaborate in developing training for old and new staff on the Hyde philosophy, Hyde principles and school priorities. The overarching goal is to reconnect staff for a strong transition into the new school year.

The current jurisdictional decision is still pending with The National Labor Relations Board (NLRB). Currently, the June 2014 election for a union at Hyde – Brooklyn is still pending.

Dr. DuPree reported that the school continues to work closely with a dedicated Human Resource Professional at ADP. Hyde – Brooklyn and the HR Professional will schedule a weekly on-site visit with predetermined hours in an effort to offer employee assistance.

Hyde – Brooklyn charter will begin the renewal process in the coming months. A renewal application has been submitted and pending feedback from our authorizers.

Operation's Report

No report at this time

Finance & Audit Committee:

Mr. Jack Foster presented the 2014 – 2015 budget for review. The budget reflects salaries, additional staffing, increased professional development training and support as well yearly increases to support grade expansion.

APPROVE, 2014 – 2015 Budget with pending amendments to Saturday Academy, Professional Development and Legal Fees.

Motion by: Cicily Robinson
Seconded by: Jack Brown, III
Action: Approved unanimously

Education Committee:

Dr. DuPree reported that school is awaiting the results of the 2013-2014 Statewide Common Core ELA, Math and Science Exams.

MOVED, to adjourn meeting.

Motion by: Joanne Goubourn
Second by: Jack Brown, III
Action: Meeting Adjourned

Next meeting will be held on October 8, 2014 at 6:30 p.m. at The New York City Charter School Center, 111 Broadway, Suite 604, NY, NY 10006.

Meeting adjourned at 3:41 p.m.

Summary of **AUGUST** Meeting
Of the Board of Trustees
Of

Hyde Leadership Charter School – Brooklyn

APPROVED

Held at Hyde Leadership Charter School - Brooklyn
330 Alabama Avenue
Brooklyn, NY 11205

No formal Board Meeting schedule for August 2014.

Summary of **SEPTEMBER** Meeting
Of the Board of Trustees
Of

Hyde Leadership Charter School – Brooklyn

APPROVED

Held at Hyde Leadership Charter School - Brooklyn
330 Alabama Avenue
Brooklyn, NY 11205

September 10, 2014

Trustees Present:

Cecil Simpson, III, Chairman
Latisha Green
Christina Brown
Joanne Goubourn

Trustee Absent:

Cicily Robinson, Treasurer
Jack Brown, III, Vice Chair

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Rebecca Chatteram, Director of Operations
Christine Forbes, Head of School

MEETING CALLED TO ORDER MEETING at 1:45 p.m.

APPROVE, Board Minutes.

Motion by: Christina Brown
Seconded by: Latisha Green
Action: Approved unanimously

Action Items

Chairman's Report

We are excited to enter the new school year. Although the current The National Labor Relations Board (NLRB) jurisdictional decision is still being challenged, thus the pending of the June 2014 election for a union at Hyde – Brooklyn –we will continue to move forward in providing a quality education and a creating a strong school culture. We continue to focus on student performance and the results of the Common Core State Test. We look for our Renewal Visit in the coming weeks to demonstrate our best.

Mr. Simpson, noted the commitment of the Board of Trustees to expand to include more diverse expertise and would like to include someone is from the Hyde Alumni Parent Association (HAPA).

School-At-Large:

Dr. Sandra DuPree, Executive Director reported that new school year is off to a strong start. Two-week Pre-Service training was held from August 11th – August 22nd at the school site.

All faculty (new and returning) attended a three-day retreat at Hyde Woodstock on the words and principles, philosophy and to create a shared vision. The retreat gave faculty and opportunity to reconnect and refocus for the new school year.

Dr. DuPree reported that the school continues to work closely with a dedicated Human Resource Professional at ADP. Hyde – Brooklyn and the HR Professional will schedule a weekly on-site visit with predetermined hours in an effort to offer employee assistance.

Hyde – Brooklyn Charter School renewal visit is scheduled for September 22nd & 23rd, 2014. During this time, NYCDOE would like to meet with the entire Board of Trustees. Additionally, Hyde's Renewal Hearing will be held on Tuesday, September 23, 2014 at 5:30 p.m. The meeting is open to the public to solicit comments about the school.

Operations Report:

Mrs. Rebecca Chatteram, Director of Operations, reported that the current student enrollment is at 386; 31 less the projected target of 417; enrollment across all grades K (48); 1st (66); 2nd (68), 3rd (71). We are still enrolling students off of the waitlist.

Ms. Chatteram reported all projected work has been completed this summer including electrical upgrades. New and replacement air conditioners have been installed in all classrooms and offices.

Finance & Audit Committee:

No finance report at this time.

Mrs. Chatteram reported that independent auditors Lutz and Carr have begun Hyde-Brooklyn's annual audit.

Education Committee:

Ms. Christine Forbes, Head of School reported on the 2014 Common Core State Test results. In a comparison of Cohort 1 across 2 years (3rd grade year to 4th grade year), there was an increased math raw score by 12 points (on average); 4% of students increased overall levels (i.e. Level 1 to 2, Level 2 to 3). In ELA there was an increased raw score by 15 points (on average); 39% of students increased levels (Level 1 to 2, Level 2 to 3); an Increased level 4 students by 5% (0 to 5%); Cut/decreased level 1 students by almost half (50% to 27%). An additional Comparison of Cohort 1 and Cohort 2 shows a decreased level 1 students in ELA by 4% and an increased Level 2 students by 4%. In Math there was an increased level 4 students by 1%.

Strategic Plan for the 2014-2015 School Year (based on data)

Personnel

- Change and movement of members within the testing grade teaching team
- Addition of Special Education Teacher/Coordinator (one for grades K-2 and another for grades 3-5)
- Academic Intervention Teacher with Math background for grades 3-5
- In grades 4-5 teachers will specialize in on subject (ELA, Math, Social Studies, Science), in addition to one ICT teacher at each grade
- Addition of a Dean of Curriculum of Instruction Academic Programming
- Addition of a Math problem-solving period
- Implementation of added TERC Investigations instruction
- Second year familiarity with School Wide Fundamentals Reading and Writing Unit Guides
- First full year of utilization of Achievement Net Interims and teacher support site
- Departmentalization of grades 4 & 5, in which students transition for each subject
- Increase in push-in supports from AIS and SPED teachers
- Focus on critical-thinking processes in grades K-5 (PD by Cynthia Millinger)
- Addition of Dean of Curriculum and Instruction to support teaching and learning process and focus on grades 3-5 at the beginning of the school year
- Focus of Literacy Coach on grades K-2 at the beginning of the school year
- Family Education Director to identify and provide supports to families for homework supports of children and required supports for parental growth (i.e. GED)
- Initiate homework help time after-school for families to bring students

- Continuation of Saturday Academy (Dec/Jan), with new preparation workbook (to be identified)
- Use of test preparation (Test Ready) throughout the school year (homework, classwork, etc.)
- Revision of all K-5 Scope and Sequences in all subjects, incorporating data from the previous year
- Addition of revamped Social Studies and Science curriculum with writing focus
- Additional timed classwork and testing of students to ensure completion of tasks
- Professional Development
- Additional informal observations, models and feedback by Dean of Curriculum and Literacy Coach, in addition to review of lesson plans
- Support from ANet Coaches with ongoing professional development on analysis and use of data
- Support by Special Education Coordinators to ICT teachers, along with ongoing student observations and interventions
- Additional professional development provided by School Wide Fundamentals consultants
- Identification of TERC Investigations consultant for support of math instruction (AUSSIE, visits to La Cima)

MOVED, to adjourn meeting.

Motion by: Cecil Simpson

Second by: Joanne Goubourn

Action: Meeting Adjourned

Meeting adjourned at 7:57 p.m.

Next meeting will be held on October 8, 2014 at 6:30 p.m. at The New York City Charter School Center, 111 Broadway, Suite 604, NY, NY 10006.

Summary of **OCTOBER** Meeting
Of the Board of Trustees
Of
Hyde Leadership Charter School – Brooklyn
PENDING APPROVAL

Held at The New York City Charter School Center
111 Broadway, Suite 604,
NY, NY 10006.

October 14, 2014
6:30 p.m. - 7:30 p.m.

Trustees Present:

Cecil Simpson, III, Chairman
Cicily Robinson, Treasurer
Joanne Goubourn

Trustee Absent:

Christina Brown
Jack Brown, III, Vice Chair Brown
Latisha Green, Parent Representative

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Christine Forbes, Head of School

MEETING CALLED TO ORDER MEETING at 7:20 p.m.

APPROVE, Board Minutes.

Motion by: Cicily Robinson
Seconded by: Joanne Goubourn
Action: Approved unanimously

Action Items

Chairman's Report

Mr. James Cecil Simpson, Chairman of the Board spoke about the school's interest in recruiting an outside educational consultant to perform a needs assessment of the Kindergarten through Fifth grade program.

The need to increase student performance is paramount as we move through the school's renewal process. Hyde must show growth across all academic areas this year.

The administrative team must begin to identify additional resources and programs to improve student performance.

School-At-Large:

Dr. Sandra DuPree, Executive Director reported that new school year is off to a strong start. Two-week Pre-Service training was held from August 11th – August 22nd at the school site.

Hyde – Brooklyn received its renewal visit on September 22nd & 23rd, 2014. During the site visit, a 3-5 member team consisting of NYDOE and consultants interviewed the Leadership Team, Directors (ELL, Special Education, Family Education and Dean of Students) and students across all grade levels. A mandatory Public Hearing was held on September 23, 2014 where several parents and students spoke on Hyde's behalf.

Dr. DuPree reviewed the November 2014 Dashboard that captures current and historical data towards the charter goals including staffing, school-wide enrollment, average daily attendance, parent participation. Additionally, an academic dashboard outlines interim assessment dates and will capture student performance data.

Operations Report:

Dr. DuPree presented updated on current student enrollment as 393 students. Specifically, enrollment is as follows: K (51); 1st (67); 2nd (70), 3rd (70); 4th (74); 5th (61).

The instillation of SmartBoards in grades 5 classrooms has been completed. The SmartBoard technology will assist with student instruction and differentiation.

All compliance reports have been submitted to the NYCDOE in accordance with the required submission dates.

Finance & Audit Committee:

No finance report at this time.

Education Committee:

Mrs. Joanne Goubourn and Ms. Christina Brown will lead the efforts in contacting educational consultants to assist in the review process. The Education Committee will contact, vet and present prospective proposals to the Board for final approval.

MOVED, to adjourn meeting.

Motion by: Joanne Goubourn

Second by: Cecil Simpson

Action: Meeting Adjourned

Meeting adjourned at 8:30 p.m.

Next meeting will be tentatively held on December 10, 2014 at 6:30 p.m. at The New York City Charter School Center, 111 Broadway, Suite 604, NY, NY 10006. *

**According to the Hyde Leadership Charter School – Brooklyn Bylaws, a December meeting is not required.*

Hyde Leadership Charter School – Brooklyn
NOVEMBER BOARD MEETING MINUTES
Of the Board of Trustees
Of

APPROVED

Held at The New York City Charter School Center
330 Alabama Avenue
Brooklyn, NY 11207

November 12, 2014
6:30 p.m. - 7:30 p.m.

Trustees Present:

Cecil Simpson, III, Chairman
Christina Brown
Cicily Robinson, Treasurer
Jack Brown, III, Vice Chair Brown
Joanne Goubourn
Latisha Green, Parent Representative

Trustee Absent:

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Christine Forbes, Head of School
Rebecca Chatteram, Director of Operations
Jack Foster, Director of Finance

MEETING CALLED TO ORDER MEETING at 6:30 p.m.

TABLED, Board Minutes.

Action Items

Chairman's Report

Mr. James Cecil Simpson, Chairman addressed the urgency to improve the student performance across all grades levels, but particularly in grades 3 -5. He noted the Boards commitment to supporting the school and working more closely with the Executive Director to determine

School-At-Large:

Dr. Sandra DuPree, Executive Director reported that new school year is off to a strong start. Two-week Pre-Service training was held from August 11th – August 22nd at the school site.

Hyde – Brooklyn received its renewal visit on September 22nd & 23rd, 2014. During the site visit, a 3-5member team consisting of NYDOE and consultants interviewed the Leadership Team, Directors (ELL, Special Education, Family Education and Dean of Students) and students across all grade levels. A mandatory Public Hearing was held on September 23, 2014 where several parents and students spoke on Hyde's behalf.

Dr. DuPree reviewed the November 2014 Dashboard that captures current and historical data towards the charter goals including staffing, school-wide enrollment, average daily attendance, parent participation. Additionally, an academic dashboard outlines interim assessment dates and will capture student performance data.

Operations Report:

Dr. DuPree presented updated on current student enrollment as 393 students. Specifically, enrollment is as follows: K (51); 1st (67); 2nd (70), 3rd (70); 4th (74); 5th (61).

The instillation of SmartBoards in grades 5 classrooms has been completed. The SmartBoard technology will assist with student instruction and differentiation.

All compliance reports have been submitted to the NYCDOE in accordance with the required submission dates.

Finance & Audit Committee:

No finance report at this time.

Education Committee:

Mrs. Joanne Goubourn provided an update on the recent interest meetings with educational consultants to conduct a quality review and supports. The Education Committee

Nominating Committee:

Jack Brown, III provided an update that the committee will work with the Chairman to expand the Board of Trustees membership. Mr. Brown requested all members to forward at least one candidate to the Nominating Committee for review.

MOVED, to adjourn meeting.

Motion by: Joanne Goubourn

Second by: Cecil Simpson

Action: Meeting Adjourned

Meeting adjourned at 8:30 p.m.

Next meeting will be tentatively held on December 10, 2014 at 6:30 p.m. at The New York City Charter School Center, 111 Broadway, Suite 604, NY, NY 10006. *

**According to the Hyde Leadership Charter School – Brooklyn Bylaws, a December meeting is not required.*

Summary of **DECEMBER** Meeting Minutes
of the Board of Trustees
of
Hyde Leadership Charter School – Brooklyn
PENDING APPROVAL
Held at The New York City Charter School Center
111 Broadway, Suite 604
NY, NY 10006.

December 10, 2014
6:30 p.m. - 7:30 p.m.

Trustees Present:

Cecil Simpson, II, Chairman
Jack Brown, III, Vice Chairman
Christina Brown
Joanne Goubourn

Trustee Absent:

Cicily Robinson, Treasurer
Latisha Green, Parent Representative

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Christine Forbes, Head of School
Rebecca Chatteram, Director of Operations
Chris Bellando, Lutz & Carr

MEETING CALLED TO ORDER AT 6:30 PM

Minutes of Previous Meeting

The Board:

VOTED: To approve the draft minutes of the last Board meeting held on November 12, 2015.

Action Items

Chairman's Report

Mr. James Cecil Simpson, Chairman of the Board spoke about the school's interest in recruiting an outside educational consultant to perform a needs assessment of the K-5 program.

The need to increase student performance is paramount as we move through the school's renewal process. The Hyde - Brooklyn students in grades 3-5 must show performance growth in all academic areas this year. Currently, the BOT and Executive Director are engaging in exploratory conversations with two outside educational organizations in an effort to obtain an impartial School Quality Review.

The school's administrative team must begin to identify additional resources and programs to improve student performance.

As Chairman, Mr. Simpson noted that he will continue to expand the Board's capacity and composition to further strengthen the school's governance. Mr. Simpson welcomed Ms. Claire Robinson, a member of the Hyde Alumni Parent Association and prospective board member.

School-At-Large:

Dr. Sandra DuPree, Executive Director reported that the students and faculty are progressing. Teachers are experiencing some fatigue.

Currently, the school is vigorously working to replace two general education teachers on the 4th grade team.

Dr. DuPree reviewed the December 2014 Dashboard that captures current and historical data towards the charter goals including staffing, school-wide enrollment, average daily attendance, parent participation. Additionally, an academic dashboard outlines interim assessment dates and will capture student performance data.

Hyde – Brooklyn has received the preliminary Renewal Report from the NYC Department of Education. Dr. Sandra DuPree is reviewing the report for factual edits, provide revisions and supporting documents where applicable. The New York City Department of Education (NYC DOE) recommended a 3.5 year short term renewal with a compliance-related condition.

Finance & Audit Committee:

INDEPENDENT/SPECIAL REPORT:

In lieu of the monthly report from Mr. Jack Foster, Director of Finance Consultant, the Board received a report from Chris Bellando of Lutz and Carr. Christ reported that our process and team is responsive, transparent and thorough team. The school has a relatively smooth auditing process. Mr. Bellando noted that although we are a small organization, we could benefit from another set of hands. Additionally, he noted substantial audits are conducted with no findings. Lutz & Carr looks forward to supporting us in the coming year.

Education Committee:

Mrs. Joanne Goubourn, member of the education committee provided more insight into the recent meetings with educational consultants. The committee is has met with one organizational, which will provide a short term and long term approach to school support. The second organization meeting will occur in the coming week. The committee will update the chairman and report to the Board at large.

Nominating Committee:

The Nominating Committee has no report at this time.

The Board:

VOTED: To adjourn the Board of Trustees meeting at 8:30 p.m.

Next meeting will be tentatively held on January 14, 2015 at 6:30 p.m. at Hyde Leadership Charter School - Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207

Summary of JANUARY Meeting
Of the Board of Trustees
Of
Hyde Leadership Charter School – Brooklyn 330 Alabama Avenue
Brooklyn, NY 11205

APPROVED

January 14, 2015 6:30 p.m. -- 8:30 p.m.

Meeting Called to Order at 6:30 p.m.

Minutes of the Board meeting of 10 December 2014 were unanimously approved without correction.

Action Items

Chairman's Report

Chairman Simpson spoke complimentary about SchoolWorks, a professional education consultancy, who were engaged by the Board during December to undertake a comprehensive review of our school, and to provide a report, their School Quality Review Report, that would identify actionable items that would guide our improvement of all aspects of the activity. The School was evaluated over five domains of excellence and follow--up committees have been established to follow through on the suggestions for improvement.

The State Regents in their January meeting approved extension of the School's charter for another 3.5 years; renewal at the end of June, 2018. The school will not extend its class offering above the Fifth Grade over this period. Chairman Simpson stated that this decision provides us an excellent opportunity to polish our educational offering into a most brilliant gem that would be the envy of all others.

School--At--Large

HOS Forbes reviewed the December 2014 Dashboard that captures current and historical data towards the charter goals including staffing, school--wide enrollment, average daily attendance, and parent participation. Additionally, the academic dashboard outlines interim assessment dates and captures student performance data. All elements were deemed to be within reasonable and acceptable variances from plan. Forbes did highlight the desire to hire an additional 4th grade math teacher and also an ICT instructor.

Saturday Academy for 3rd--5th graders has been started as an optional service. The focus of activities includes math, reading and writing skills, and fundamental test preparation.

It was announced that Discovery Night would occur on 15 January, and that Parent Conferences would begin on 30 January.

Operations

COO & Bus Manager, Rebecca Chatteram reported that the date of this year's charter school Lottery will be 9 April and announcement of the School's available spaces is well underway. We will again use Vanguard mailing services to reach out to a very wide swathe of kindergarteners as well as others who could fill vacant capacity in the higher grades. We will also be hosting Information Sessions at neighborhood day--care operations, and will again be promoting our School at the East New York Diagnostic Center, and the Charter School Fair.

Finance & Audit Committee

Jack Foster, Financial Consultant, stated that the school was on budget with no expectations of any extraordinary items in sight. Budgeting season for the School's fiscal year 1 July 2015--30 June 2016 will commence soon.

Education Committee

Joanne Goubourn, Education Committee member, noted that all data is being reviewed, collected and organized to insure that all student data is readily available to support the work of the teachers and school leaders now and while our PowerSchool's system is continuing implementation and set-up.

Joanne also informed the board that we would continue to look at the possibility of working with the Efficacy Institute in the future and felt that our work with SchoolWorks would help us strengthen our academic program and build stronger systems this school year.

Nominating Committee

Jack Brown reiterated the need to find suitable candidates for expansion of the Board. The Chair called for a motion to adjourn the meeting.

Motion by: Second by: Action:

Jack Brown

Joanne Goubourn. Meeting Adjourned

The Meeting was Adjourned at 8 :00 p.m.

Next meeting will be held on February 18, 2015 at 6:30 p.m. at Hyde Leadership Charter School -- Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207

Summary of MARCH Meeting
Of the Board of Trustees
Of
Hyde Leadership Charter School – Brooklyn 330 Alabama Avenue
Brooklyn, NY 11205

APPROVED

March 25, 2015 6:30 p.m. -- 8:30 p.m.

Meeting Called to Order at 6:46 p.m.

Minutes of the Board meeting of January 14, 2015 were unanimously approved without correction.

Action Items

APPROVE, Board Minutes.

Motion by: Seconded by: Action:

Chairman's Report

Joanne Goubourn

Jack Brown, III Approved unanimously

Board Chairman, Cecil Simpson had no report at this time.

School--at--Large

Sandra DuPree, Executive Director presented school demographic and statistical information from the March dashboard.

The 2015 ELA and Math State testing are quickly approaching. Students in grades 3 --5 will test over a two week period in April.

Hyde -- Brooklyn's spring break will occur after the state testing period.

In preparation for the 2015 -- 2016 school year, Hyde -- Brooklyn will its 2nd Annual Open House for prospective teachers from 9:00 a.m. -- 12:00 a.m. on Saturday, April 11, 2015.

Education

Christine Forbes, Head of School shared recent ANET A3 data, which indicated growth among 3rd and 5th grade students across ELA and Math.

Fountas and Pinnell testing is underway. Students who have demonstrated possible growth in levels will be assessed during this period. All students in grades K -- 5 will be assessed during the fourth quarter (Q4).

Operation's Report

Sandra DuPree, Executive Director presented an update on behalf of the Operations/Business Manager. The 2015--2016 recruitment and lottery season saw a total of 503 applications [Kindergarten -- 217; 1st Grade -- 59; 2nd Grade -- 59; 3rd Grade -- 74; 4th Grade -- 53; 5th Grade -- 41].

Current enrollment has decreased due to student/sibling transfers and relocating out-- of--state.

As of January 26, 2015, Information Sessions are being hosted at neighboring daycare centers. Five (5) information sessions will be held at daycare center by the end of February. Hyde will host a series of information sessions (morning, evening and Saturdays).

Student and professional staff recruitment is currently underway. Full--page ads ran in the NY Post and NY Daily News. The NY Post ad will run online and print on March 20, 2015 and March 22, 2015. The Daily News online ad will run March 27, 2015, while the print ad will run on March 29, 2015. The online adds will run for approximately 7-- 10 days.

Open House flyers were sent to several universities for positing. [Touro, Brooklyn, College, Queens College, Hofstra, Pace (Both Campuses, Adelphi, LIU (Brooklyn & CW Post), St. Johns University, NYU, Teacher's College, Columbia University, Dowling College]

Audible alarms are being installed on all exit doors; Timeline to be determined by the Department of Education.

A venue for the A venue for the 5th grade ceremony and reception is scheduled for June 18, 2015. The cost per attendee is \$32.50.

Finance & Audit Committee

The internal compensation audit has been completed. The new NYCDOE salary scale was used to determine competitive salaries for current faculty members. Where eligible, teachers will receive an increase effective April 1, 2015.

Action Item

APPROVE, Compensation increase for faculty/staff

Motion by: Seconded by: Action:

Jack Brown, III
Joanne Goubourn Approved unanimously

Nominating Committee

No report at this time
The meeting was adjourned at 8:00 p.m.

Next meeting will be held on April 15, 2015 at 6:30 p.m. at Hyde Leadership Charter School --
Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207

Summary of APRIL Meeting
Of the Board of Trustees
Of
Hyde Leadership Charter School – Brooklyn
Held at Hyde Leadership Charter School -- Brooklyn 330 Alabama Avenue
Brooklyn, NY 11205

April 15, 2015

6:30 p.m. -- 8:00 p.m.

The Hyde Leadership Charter School -- Brooklyn Board Meeting was cancelled at 7:00 p.m.

Summary of **MAY** Meeting
Of the Board of Trustees
Of
Hyde Leadership Charter School – Brooklyn
PENDING APPROVAL
Held at Hyde Leadership Charter School - Brooklyn
330 Alabama Avenue
Brooklyn, NY 11205
May 11, 2015

Trustees Present:

Cecil Simpson, Chair
Christina Brown
Joanne Goubourn
Latisha Green, Parent Representative
Jack Brown, III
Cicily Robinson, Treasurer

Trustee Absent:

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Rebecca Chatteram, Director of Operations
Called to order by Chair at 6:49 p.m.

Jack Foster, II – Financial Consultant
Christine Forbes, Head of School

Action Item

APPROVE, April Board Minutes

Motion by: Joanne Goubourn
Seconded by: Jack Brown, III
Action: Approved unanimously

Action Items

Chairman's Report

Cecil Simpson, Chairman, Hyde – Brooklyn will continue to work with the SchoolWorks team as a means of support for the Executive Director, Head of School and Board of Trustees.

Chairman charged trustee members to work collectively to support the school and stay informed of the overall movement and activities of the school.

School-At-Large & Education Report

Dr. Sandra DuPree, Executive Director reported on the monthly dashboard metrics including enrollment, average daily attendance, staffing and parent participation.

HLCSB was recently awarded the US Department of Education School Counseling Grant in the amount of 317,000 for the next 3 years.

Recent vacancies were filled including Dean of Students, Counselor, and ICT Teachers.

The 2015 NYC School Survey window closed on April 17, 2015. On April 14th the preliminary response rate was 69% - roughly 245 surveys returned.

With 28 days left in the school year, the school is moving steadily to bring this year to a strong close, while forward planning for 2015 – 2016.

We are approaching our overall progression in 3 Phases. Phase I is the current Action Plan, which was created to address a few key areas including clear and cohesive School Leadership and prioritizing effective instruction, which is built on the Schoolworks feedback. Essentially, rebuilding systems and habits that we know are important.

The Executive Director notes that the goal of the Action Plan is to essentially create a plan and process that will ensure a strong year end finish, with student growth as an outcome, better prepare us for the 2015-2016 school year that truly encompasses the types of professional development, resources and program extensions to support our teachers, students and families.

Finance & Audit Committee:

The Finance Committee reports that HLCSB is in good financial standing at month's end; All projections for June are favorable.

Education Committee:

Mrs. Forbes reviewed end-of-year Fountas & Pinnell scores to show growth and trends in student performance.

Students are preparing for the upcoming Science Test – Testing period June 20 – 29, 2015.

Operation's Report

End-of-Year activities and events include the Kindergarten Stepping up Ceremony scheduled for June 12th at 9:00 a.m. The 5th Grade banquet is scheduled for June 20th at 5:30 p.m. Trustee members are invited and encouraged to attend these events.

AC upgrades currently underway.

Audible alarms will be installed on all exit doors in accordance with Avonte's Law. Timeline TBD.

MOVED, to adjourn meeting.

Motion by: Jack Brown, III

Second by: Joanne Goubourn

Action: Meeting Adjourned

Next meeting will be held on June 17, 2015 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30 p.m.

Summary of **JUNE** Meeting
Of the Board of Trustees
Of
Hyde Leadership Charter School – Brooklyn
PENDING APPROVAL
Held at Hyde Leadership Charter School - Brooklyn
330 Alabama Avenue
Brooklyn, NY 11205
June 17, 2015

Trustees Present:

Cecil Simpson, Chair
Christina Brown
Joanne Goubourn
Latisha Green, Parent Representative
Jack Brown, III
Cicily Robinson, Treasurer

Trustee Absent:

Attendees:

Sandra J. DuPree, Ed.D., Executive Director
Rebecca Chatteram, Director of Operations
Called to order by Chair at 6:49 p.m.

Jack Foster, II – Financial Consultant
Christine Forbes, Head of School

Action Item

APPROVE, April Board Minutes

Motion by: Cecil Simpson, Jr.
Seconded by: Jack Brown, III
Action: Approved unanimously

Action Items

Chairman's Report

Cecil Simpson, Chairman, noted no major updates at this time as the school year is closing.

School-At-Large & Education Report

Dr. Sandra DuPree, Executive Director reported on the monthly dashboard metrics including enrollment, average daily attendance, staffing and parent participation.

In an effort to support students this summer, HLCSB will partner with Sylvan Learning Center to provide small group instruction, intervention and support for students in grades K-2.

End-of-year recommitment meetings for 2015 – 2016 are underway.

Finance & Audit Committee:

The Finance Committee reports that HLCSB is in good financial standing.

Education Committee:

Mrs. Forbes, Head of School reported that preliminary testing results should arrive in the coming week. The preliminary results are used to determine summer school enrollment.

Students in grades 3 – 5 will have an opportunity to receive support through READ 180 – an online program hosted by the school.

Operation's Report

End-of-Year activities and events were well attended by families and faculty. Families were pleased with the Kindergarten Stepping-Up Ceremony and 5th Grade Banquet.

MOVED, to adjourn meeting.

Motion by: Cecil Simpson, Jr.
Second by: Joanne Goubourn
Action: Meeting Adjourned

Next meeting will be held on July 15, 2015 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30p.m.

