

Summary of **JUNE** 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

June 19, 2013

**Trustees Present:**

Cecil Simpson, Chair  
Cicily Robinson, Treasurer  
Joanne Goubourn

**Trustee Absent:**

Jack Brown, III, Vice Chair  
Christina Brown

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Christine Forbes, Head of School  
Jack Foster, II – Financial Consultant

Called to order by Chair at 6:45 p.m.

TABLED, Board minutes

**Action Items**

**Chairman's Report**

**School-At-Large:**

Dr. Sandra DuPree, Executive Director reviewed dashboard data including student enrollment and population, staffing, parent participation, average daily attendance rate, and retention targets.

Additionally, Dr. DuPree shared the The NYC Department of Education Progress Report Overview for SY2012 – 2013. Hyde – Brooklyn's overall Progress Report will be posted on the website

Kindergarten graduation scheduled for June 21, 2013 at 9:00 a.m. All Board of Trustees members are invited.

2013 Field Day rescheduled for Monday, June 24, 2013 from 12:30 p.m. – 3:30 p.m.

Last day of school for students is Wednesday, June 26, 2013. Last day for teacher is Friday, June 28, 2013, which will include an all staff outing.

School-wide Terra Nova testing is complete. Results pending.

### **Operation's Report**

Mrs. Rebecca Chatteram, Director of Operations reported SMART Board installations should be completed before June 28, 2013. Proposed SMART Board installation dates are June 26 – 28, 2013.

Currently, Hyde-Brooklyn is seeking DOE approved painters and electricians as a part of the school improvement and upgrades plan.

Space/Summer Planning: Hyde-Brooklyn administration will out of four (4) rooms allotted in PS13 during the Summer 2013.

### **Finance & Audit Committee:**

Use new protocols for Purchase Requests and Purchase Order approvals and purchasing. Preparation for the 2012-2013 Audit is underway. Confirmation request sent to Lutz & Carr with additional documents from the June board meeting and financials pending submission.

### **Education & Audit Committee:**

Ms. Christine Forbes, Head of School reviewed 4<sup>th</sup> quarter student data for all grades.

**MOVED**, to adjourn meeting.

**Motion by:** Cecil Simpson  
**Second by:** Joanne Goubourn  
**Action:** Meeting Adjourned

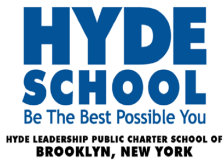
Next meeting will be held on July 17, 2013 at 6:30 p.m. Due to projected construction at the school site, the July BOT meeting will held at The New York City Charter School Center, 111 Broadway, Suite 604, NY, NY 10006.

Meeting adjourned at 8:13 p.m.

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 1, 2013

No Board Meeting held.



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

August 21, 2013

No formal Board Meeting schedule for August 2013.

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 18, 2013

**Trustees Present:**

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

**Trustee Absent:**

Christina Brown

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Christine Forbes, Head of School  
Jack Foster, II – Financial Consultant

Called to order by Chair at 6:50 p.m.

**Action Item**

APPROVE, Board Minutes.

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

**Chairman's Report**

The Hyde-Brooklyn Board of Trustees is will begin a new cycle of work as we move into SY 2013-2014.

Continued focus on academic instruction and student support at the school level.

**School-At-Large:**

Dr. Sandra J. DuPree, Executive Director notes that the 2013-2014 school year is off to a smooth start with a current enrollment of 339 students in grades Kindergarten through Fourth.

Six (6) teachers attended Hyde 101 New Teacher Training in Woodstock, Connecticut August 12<sup>th</sup> – August 14<sup>th</sup>. Pre-Service Training for all staff was held August 15<sup>th</sup> – August 29<sup>th</sup>. Areas of focus included school culture, academics, character and procedural expectations.

Between the pre-service period and the initial opening of school, five (5) teachers resigned due to outside opportunities. When possible, exit interviews were held to determine reason(s) for departure and potential growth areas for the school.

### **Operation's Report**

Dr. Sandra J. DuPree provided an operations update that summer construction at the school site has been completed. The building has been updated with new lights throughout the halls and classrooms as well as the gym, cafeteria and auditorium.

Hyde –Brooklyn currently occupies four additional classrooms on the 4<sup>th</sup> floor (three 4<sup>th</sup> grade classes and a full-size Music room) for a total of eight rooms.

SMART BOARDS have been installed in all Kindergarten – 3<sup>rd</sup> grade classrooms.

All 4<sup>th</sup> grade classrooms have been furnished with student desk and chairs, teacher desk and shelves. Some furnishings are still in route.

### **Finance & Audit Committee:**

Use new protocols for Purchase Requests and Purchase Order approvals and purchasing. Preparation for the 2012-2013 Audit is underway. Confirmation request sent to Lutz & Carr with additional documents from the June board meeting and financials pending submission.

Jack Foster, Jr. presented financial updates.

### **Education Committee:**

Ms. Christine Forbes, Head of School presented 2012 – 2013 student performance data and State ELA and Math Test Data results for students in 3<sup>rd</sup> grade.

Overall student performance was low as projected across the city. Formal Hyde-Brooklyn peer groups have yet to be determined. Preliminary comparison to projected peer groups show comparable performance.

**MOVED**, to adjourn meeting.

**Motion by:** Cecil Simpson  
**Second by:** Joanne Goubourn  
**Action:** Meeting Adjourned

Next meeting will be held on October 9, 2013 at 6:30 p.m. at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207.

Meeting adjourned at 8:13 p.m.

*Board moves to Executive Session*

Summary of **OCTOBER** 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

October 9, 2013

**Trustees Present:**

Cecil Simpson, Chair

**Trustee Absent:**

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

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Jack Foster, II – Financial Consultant

Hyde Leadership Charter School – Brooklyn Board of Trustees did not have a formal board meeting.  
No quorum established.

TABLED, Board minutes

**Action Items**

**School-At-Large:**

NYCOE Report cards/Progress reports will be released in November. Embargoed scores are expended by the end of October.

Fountas & Pinnell Reading Assessments due are underway for students in grades 1 – 4.

**Finance & Audit Committee:**

Jack Foster, Jr. presented financial updates.

Meeting adjourned at 8:30 p.m.

Summary of **NOVEMBER** 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

November 13, 2013

**Trustees Present:**

Cecil Simpson, Chair  
Joanne Goubourn  
Cicily Robinson, Treasurer

**Trustee Absent:**

Jack Brown, III, Vice Chair  
Christina Brown

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Jack Foster, II – Financial Consultant

Called to order by Chair at 6:50 p.m.

**Action Item**

APPROVE, September and October Board Minutes

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

**Action Items**

**Chairman's Report**

No report at this time.

**School-At-Large:**

Dr. Sandra J. DuPree, Executive Director reviewed the November dashboard including current student enrollment of 343, NYSED Enrollment & Retention Target of FRL and SWD, parent participation, average daily attendance as well as student performance data.

NYC Department of Education Progress Report Overview for SY2012 – 2013 has been publicly released. Hyde Leadership Charter School – Brooklyn has received an Overall Progress Report Grade of C.

PowerSchools system has been deployed for student attendance. Teacher support underway to ensure full implementation.

Dr. DuPree presented the 2014 – 2015 Educational Improvement Plan for students including additional curriculum resources, support and programs to boast academic growth.



**Education Committee:**

Mrs. Christine Forbes, Head of School presented October 2013 Fountas & Pinnell benchmark data for 1<sup>st</sup> through 4<sup>th</sup> grades.

A myriad of Professional Development opportunities are being offered to teachers to support and extend instructional practices, increase classroom management strategies and to introduce new programming.

Mrs. Forbes discussed the teacher 'Data Plan' template used to collect organized student data.

Assessment portals for interim student assessments are underway. Several assessment portals are being considered.

**Operation's Report**

Dr. Sandra J. DuPree provided an operations update on behalf of Rebecca Chatteram. Overall tone of the building is collaborative. The expansion across the entire 4<sup>th</sup> floor will occur in 2014 – 2015.

Instillation of SMART Boards for three 4<sup>th</sup> grade classrooms are forthcoming.

An additional long-term substitute will join the staff due to maternity leave absences.

**Finance & Audit Committee:**

Updated financials were distributed for review.

Board to Trustees to

**MOVED**, to adjourn meeting.

**Motion by:** Joanne Goubourn  
**Second by:** Cecil Simpson  
**Action:** Meeting Adjourned

Next meeting will be held on December 11, 2013 at 6:30 p.m. at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207.

Meeting adjourned at 8:13 p.m.

Summary of **DECEMBER** 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

December 18, 2013

**Trustees Present:**

Cecil Simpson, Chair  
Joanne Goubourn  
Jack Brown, III

**Trustee Absent:**

Christina Brown  
Cicily Robinson, Treasurer

**Attendees:**

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

Called to order by Chair at 6:45 p.m.

**Action Item**

APPROVE, September and October Board Minutes

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

**Action Items**

**Chairman's Report**

As we enter a renewal year, there must be a greater emphasis on student performance outcomes. Performance will be a critical factor as we consider expansion into the middle grades and request additional space through the Department of Education (DOE).

**School-At-Large:**

Dr. Sandra J. DuPree, Executive Director reviewed the December dashboard including current student enrollment of 340, NYSED Enrollment & Retention Target of FRL and SWD, parent participation, average daily attendance as well as student performance data.

Proposal to approve funds for afterschool programming will be submitted to the Finance Committee for January approval.

**Education Committee:**

Mrs. Christine Forbes, Head of School presented Quarter 1 Writing Data Analysis for grades K – 4.

Mrs. Forbes shared research into interim data portals including A-net. Benefits and cost estimates shared, but further vetting and outreach to participating schools will be conducted.

**Operation's Report**

Dr. Sandra J. DuPree provided an update on behalf of Rebecca Chatteram, Director of Operations.

Hyde-Brooklyn is approaching recruitment season for students and prospective teachers. Recruitment planning meetings will begin in January. Teacher intent to return forms will be distributed the week of December 16<sup>th</sup>.

Due to the increase in enrollment and students transported by private van services, Hyde-Brooklyn will consider school busing through The Office of Pupil Transportation (OPT).

A formal request for space for middle school expansion will be submitted in January 2014 to the Office of Space Planning.

Instillation of SMART Boards for 4<sup>th</sup> grade still pending; SMART Boards are currently on backorder.

**Finance & Audit Committee:**

No report at this time.

**New Business:**

No new business at this time.

**MOVED**, to adjourn meeting.

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

Next meeting will be held on January 8, 2013 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207.

Meeting adjourned at 8:08 p.m.

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

January 8, 2014

**Trustees Present:**

Cecil Simpson, Chair  
Joanne Goubourn  
Cicily Robinson, Treasurer  
Latisha Green, Parent Representative

**Trustee Absent:**

Christina Brown  
Jack Brown, III

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Christine Forbes, Head of School  
Jack Foster, II – Financial Consultant

Called to order by Chair at 6:40 p.m.

**Action Item**

**APPROVE**, December Board Minutes

**Motion by:** Joanne Goubourn  
**Seconded by:** Cecil Simpson  
**Action:** Approved unanimously

**Action Items**

**Chairman's Report**

No report at the time

**School-At-Large:**

Dr. DuPree, Executive Director presented the January Dashboard, which shows a drop in student enrollment and a decrease in parent participation.

Student recruitment has begun for the 2014 – 2015 school year. Hyde will work with Vanguard for distribution of brochures and applications to students in District 19 as well as neighboring Districts.

New Parent Orientation will occur in multiple sessions. Parents will attend sessions accordingly:

A – L - [March 15<sup>th</sup> @10:00 a.m. – 11:30 a.m.; March 17<sup>th</sup> @9:00 a.m. & 6:00 p.m. – 7:30 p.m.]

M – Z - [March 22<sup>nd</sup> @10:00 a.m. – 11:30 a.m.; March 24<sup>th</sup> @9:00 a.m. & 6:00 p.m. – 7:30 p.m.]

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The Administrative Team will make a final determination regarding OPT busing for students by January 31<sup>st</sup>.

A formal request of additional space has been submitted to the Office of Space Planning to support the middle school expansion.

The NYCDOE has announced the beginning of the Annual Comprehensive Review period. Hyde will submit the first round of required documents by January 31<sup>st</sup>.

#### **Education Committee:**

Mrs. Forbes informed the Board on the results of the Math Interim Assessments. 2<sup>nd</sup> and 3<sup>rd</sup> grade class averages are approximately 20% - 30%. The averages were below the expected target, but assessments

Saturday Academy for all 3<sup>rd</sup> and 4<sup>th</sup> grade students will begin on Saturday, January 11, 2014. All students are expected to attend. Hyde-Brooklyn teachers will work the 10-week session along with Ms. Forbes, Head of School and Dr. DuPree, Executive Director.

Teachers have begun nominations for Grade Level Chairs. Grade Level Chairs will be identified during upcoming team meetings. The Grade Level appointments will last for the duration of this school year.

#### **Operation's Report**

The quarterly Shared Space Meeting is scheduled for Monday, January 13, 2014 at 9:00 a.m. with Barbra Gedacht, Principal of PS328.

#### **Finance & Audit Committee:**

Mr. Foster presented November financial, which reflects that Hyde – Brooklyn is in good financial health. December financial are still being finalized. Once finalized, financials will be forwarded to the Finance Committee.

Mr. Foster suggested moving the regularly scheduled BOT meeting to allow time for reconciliation and completion of financial for the closing month. Alternatively, the BOT will remain as scheduled with additional interim updated report to the Finance Committee.

The annual audit was conducted and fully completed Lutz and Carr. The audit results showed no significant findings. The audit for public view will be submitted to the Director of Operations/Business Manager posting on the Hyde –Brooklyn website.

The 2014- 2015 budgeting process will begin this month. A preliminary budget will be presented to the Board of Trustees during the February meeting.

#### **Nominating Committee:**

On behalf of the Nominating Committee, Board Chair Cecil Simpson formally introduced Ms. Latisha Green to the Board of Trustees.

Ms. Latisha Green comes to the Board as a parent of a 3<sup>rd</sup> grade student. Ms. Green has been with Hyde-Brooklyn since opening in 2010. She also serves as President of the Hyde's Parent Leadership Council (PLC). As a parent and fellow educator with 14 years of experience, we welcome her experience and insight.

**MOTION TO APPROVE**, the nomination of Ms. Latisha Green, Parent Representative to serve on the Hyde-Brooklyn Board of Trustees.

**Motion by:** Cecil Simpson  
**Second by:** Cicily Robinson  
**Action:** Approved unanimously

Dr. DuPree will submit New Board Trustee Questionnaire, School Trustee Background Information and Disclosure of Financial Interest to the NYC Department of Education for review.

**Motion by:** Cecil Simpson  
**Second by:** Cicily Robinson  
**Action:** Meeting Adjourned

**MOVED**, to adjourn meeting.

**Motion by:** Cecil Simpson  
**Second by:** Cicily Robinson  
**Action:** Meeting Adjourned

Next meeting will be held on February 12, 2014 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30 p.m.

Meeting adjourned at 8:37 p.m.

Summary of **FEBRUARY** 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

February 12, 2014

**Trustees Present:**

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

**Trustee Absent:**

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Christine Forbes, Head of School  
Jack Foster, II – Financial Consultant

Called to order by Chair at 6:30 p.m. via telephone conference.

**Chairman's Report**

No report at this time.

**School-At-Large:**

Dr. DuPree, Executive Director presented the February Dashboard information, which continues to show a drop in student enrollment and a decrease in parent participation.

**Education Committee:**

Mrs. Forbes reported the partnership with A-Net for interim assessment, professional development, and data review.

Saturday Academy continues for 3<sup>rd</sup> and 4<sup>th</sup> grade students.

**Operation's Report**

No report at this time.

**Finance & Audit Committee:**

Mr. Jack Foster briefly discussed the December financial, which reflects that Hyde – Brooklyn is in good financial health. January financial are still being finalized. Once finalized, financials will be forwarded to the Finance Committee.

**Nominating Committee:**

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No report at this time.

**MOVED**, to adjourn meeting.

**Motion by:** Cecil Simpson  
**Second by:** Cicily Robinson  
**Action:** Meeting Adjourned

Next meeting will be held on March 12, 2014 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30 p.m.

Meeting adjourned at 8:00 p.m.

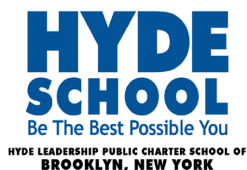
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Summary of **MARCH** Meeting  
Of the Board of Trustees  
Of  
Hyde Leadership Charter School – Brooklyn  
**APPROVED**  
Held at Hyde Leadership Charter School - Brooklyn  
330 Alabama Avenue  
Brooklyn, NY 11205

March 12, 2014

**Trustees Present:**

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

**Trustee Absent:**

Joanne Goubourn

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Rebecca Chatteram, Director of Operations

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

Called to order by Chair at 6:47 p.m.

**Action Item**

**APPROVE**, January and February Board Minutes

**Motion by:** Jack Brown  
**Seconded by:** Cicily Robinson  
**Action:** Approved unanimously

**Chairman's Report**

Mr. Cecil Simpson, Board Chair welcomed Hyde – Brooklyn teachers to the meeting. Mr. Simpson noted we would hear comments during open forum.

**School-At-Large:**

Dr. DuPree, Executive Director presented the March Dashboard information, which shows a decrease in student enrollment. The dashboards shows growth continues to show a drop in student enrollment and a decrease in parent participation for Parent Teacher Conferences. There was a 1 percent increase towards the Students with Disabilities target of 11% and was a 1.1 percent increase towards the Limited English Proficiency to 9.7%.

The Head of School and 3<sup>rd</sup> grade level teachers held a parent concern meeting to walk through data, expectations and overall performance for the State Test. A 4<sup>th</sup> grade meeting is scheduled for March 17, 2014.

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NYDOE School Surveys will be distributed at Parent Discovery Night on March 20, 2014. HLCS-Bklyn response target is 95%. Hyde will offer incentives to encourage parent participation. Surveys are due April 11, 2014. Teacher surveys are due April 11<sup>th</sup>.

Hyde has partnered with A-Net 3<sup>rd</sup> quarter interim assessments. Assigned coaches have conducted classroom observations and will meet with teachers on March 21<sup>st</sup> to begin analyzing student data.

The Annual Comprehensive Review (ACR) documents have been submitted to the NY Charter Schools Office. We are still awaiting notification on the annual site visit.

Renewal Application is underway and will be submitted by the April 30, 2014 due date.

Dr. DuPree reported that Hyde has received the Target Reading Grant for the 2<sup>nd</sup> year. Through the Target Reading Grant, families receive learn strategies to implement at home and books to add to their reading collection at home.

Hyde recently received five hundred "scholastic" dollars for the outstanding work and sales at the Hyde Scholastic Book Fair.

Dr. DuPree reported the New York Charter Center constant communication about upcoming budget projections and initiatives.

#### **Education Committee:**

Mrs. Forbes reported the partnership with Achievement Network for interim assessments, professional development, and data review. Third quarter ELA and Math interim assessments are currently underway.

Saturday Academy has three sessions remaining. As a result of the 3<sup>rd</sup> grade mandatory meeting, there has been an increase in student attendance.

ELA Testing is scheduled for April 1 – 3, 2014; State Math testing is scheduled for April 30 – May 2, 2014.

Mrs. Forbes continued with a report on Writing data and Fountas & Pinnell school wide reading levels.

#### **Operation's Report**

Smart Board instillation is fully completed for grades K – 4.

The Department of Education recently conducted a building walkthrough to assess and account for telephone lines for future replacements to Mitel phones in offices and classrooms.

Ms. Chatteram, Director of Operations reported 13,000 brochures and applications were sent to prospective families of students in K-5.

To date, Hyde – Brooklyn has received 350 + applications from in and out of District residents.

The 2014 - 2015 lottery is scheduled for Friday, April 4, 2014 at 9:00 a.m.

#### **Finance & Audit Committee:**

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Mr. Jack Foster reported the financials for January 2014, which reflects that Hyde – Brooklyn is in good financial health. February 2014's financial are still being finalized. Once finalized, financials will be shared with the Finance Committee.

**Development/Fundraising Committee:**

Mr. Jack Brown, III raised the question about additional space to support the expansion of grades 6 – 12. He noted this is an issue that the Board must begin to tackle in the coming months.

**Nominating Committee:**

No report at this time.

**Unfinished Business:**

No unfinished business.

**New Business/Speakers**

Hyde Leadership – Brooklyn faculty members presented to the Board of Trustees the formation of a Hyde Union under the United Federation of Teachers.

Speaker Roster: Kelsey Stamps, Lacey Galen, Chatequa Campbell, Candyea Brown, Candace Simpson, Rashaad Simpson, DeLynn Shaw.

**MOVED**, to adjourn meeting.

**Motion by:** Christina Brown  
**Second by:** Jack Brown, III  
**Action:** Meeting Adjourned

Next meeting will be held on April 9, 2014 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30 p.m.

Meeting adjourned at 7:42 p.m.

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

April 12, 2014

**APPROVED**

**Trustees Present:**

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

**Trustee Absent:**

Joanne Goubourn

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Rebecca Chatteram, Director of Operations

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

Called to order by Chair at 7:00 p.m.

**Action Item**

**TABLE**, approval of board minutes

**Motion by:** Jack Brown  
**Seconded by:** Cicily Robinson  
**Action:** Approved unanimously

**Chairman's Report**

Chairman of the Board, Mr. Cecil Simpson will disseminate a letter to Hyde faculty regarding of some faculty to form a union within the school.

In the coming months, the Board of Trustees will discuss the possibility of Pre-Kindergarten. Interested charter schools must submit an Intent to Apply form.

**School-At-Large:**

Dr. DuPree, Executive Director presented the March Dashboard information, which shows a decrease in student enrollment to 328. The current percentage of 9.7% is 1.1% less the 11% target.

The final Parent Discovery Night for SY2013-2014 was held on March 20, 2014. The night was a success with 58% attendance.

Hyde Leadership – Brooklyn has applied for two Federal Grants to support the expansion of the arts program as well as the expansion of counseling services within the schools.

NYCDOE School Surveys are being distributed at Parent Discovery Night on March 20, 2014. HLCS-Bklyn parent participation response target is 95%. Hyde – Brooklyn will offer incentives to encourage parent participation. Parent and teacher surveys were due April 11, 2014. Teacher surveys response target is 100%.

**Education Committee:**

Mrs. Forbes conducted a data review of A-Net interim assessment. Data comparisons show Hyde’s performance against A-Net cohort schools.

State ELA testing has been completed for grades 3 – 5. State Math testing is scheduled for May 1 -3, 2014.

**Operation’s Report**

Ms. Rebecca Chatteram, Director of Operations reported the 2014 -2015 lottery was held on April 4, 2014 at 9:00 a.m. Five hundred and fifty (550) applications were received; one hundred and twenty (120) names were pulled to fill available seats. Specific enrollment numbers include 75 students for kindergarten, 16 for 1<sup>st</sup> Grade, 5 students for 2<sup>nd</sup> grade, 6 students for 3<sup>rd</sup> grade, 6 students for 4<sup>th</sup> grade and 12 students for 5<sup>th</sup> grade.

NYDOE School Survey preliminary results yield a 66% parent response rate.

**Finance & Audit Committee:**

Mr. Jack Foster reported the financials for March, which reflects good financial standing and health for Hyde-Brooklyn.

**Nominating Committee:**

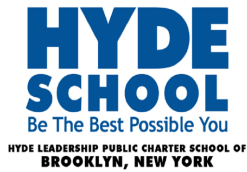
Jack Brown, III reported that he is currently in discussions with a potential board member. Updates will be shared during committee meetings.

**MOVED**, to adjourn meeting.

**Motion by:** Cecil Simpson, Jr.  
**Second by:** Cicily Robinson  
**Action:** Meeting Adjourned

Next meeting will be held on May 14, 2014 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30 p.m.

Meeting adjourned at 8:00 p.m.



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

May 12, 2014

**APPROVED**

**Trustees Present:**

Cecil Simpson, Chair  
Jack Brown, III, Vice Chair  
Cicily Robinson, Treasurer

**Trustee Absent:**

Joanne Goubourn  
Christina Brown

**Attendees:**

Sandra J. DuPree, Ed.D., Executive Director  
Rebecca Chatteram, Director of Operations

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

Called to order by Chair at 7:00 p.m.

**Action Item**

**TABLE**, approval of board minutes

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

**Chairman’s Report**

Chairman of the Board, Mr. Cecil Simpson will disseminate a letter to Hyde faculty regarding of some faculty to form a union within the school.

In the coming months, the Board of Trustees will discuss the possibility of Pre-Kindergarten. Interested charter schools must submit an Intent to Apply form.

School-wide team building activity scheduled for June 5, 2014.

**School-At-Large:**

Dr. DuPree, Executive Director presented the April Dashboard

School-wide closing activities are underway in the coming weeks. Please note the following dates: Field Day (6.6.2014); Art Show (6/18/2014); Summer Stage (6/18/2014); Potluck (6/19/2014)

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**HYDEBROOKLYN.ORG**

School applied for two additional Federal Grants. The School Climate Transformation Grant – Submitted June 23, 2014; and Project Prevention Grant Program – Submitted June 30, 2014

**Education Committee:**

Mrs. Forbes conducted a data review of A-Net interim assessment as well as all End-of-Year data. End-of-Year Fountas and Pinnell Assessments results are as follows:

Kindergarten	On or above = 71%	Below = 30%
1 <sup>st</sup> Grade	On or above = 63%	Below = 37%
2 <sup>nd</sup> Grade	On or above = 54%	Below = 46%
3 <sup>rd</sup> Grade	On or above = 44%	Below = 56%
4 <sup>th</sup> Grade	On or above = 70%	Below = 30%
School-wide	On or above = 60%	Below = 40%

Comparing January 2014 F & P data against June F & P data results are as follows:

January (On or above)	K – 61%	1 <sup>st</sup> – 81%	2 <sup>nd</sup> – 72%	3 <sup>rd</sup> – 69%	4 <sup>th</sup> – 73%
June (On or above )	K – 71%	1 <sup>st</sup> – 63%	2 <sup>nd</sup> – 64%	3 <sup>rd</sup> – 44%	4 <sup>th</sup> – 70%
School-wide	10% ▲	18% ▼	18% ▼	25% ▼	3▼

Hyde received the preliminary ELA/Math State Test results are as follows:

- 3<sup>rd</sup> Grade ELA: Met Promotional Criteria – 91.3% (63); Did not meet Promotional Criteria (8.7% (6)
- 3<sup>rd</sup> Grade Math: Met Promotional Criteria – 95.6.3% (66); Did not meet Promotional Criteria (4.4% (3)
- 4<sup>th</sup> Grade ELA: Met Promotional Criteria – 96.7% (57); Did not meet Promotional Criteria (3.3% (4)
- 4<sup>th</sup> Grade Math: Met Promotional Criteria – 96.7% (59); Did not meet Promotional Criteria (3.3% (2)

**Operation’s Report**

Ms. Rebecca Chatteram, Director of Operations reported the 2014 -2015 capital improvements needed including electrical upgrades and replacement of air conditioning units.

Hyde will schedule a summer move to occupy the remaining rooms on the 4<sup>th</sup> floor. The 4<sup>th</sup> floor will occupy grades 3 -5.

**Finance & Audit Committee:**

Mr. Jack Foster reported the financials for March, which reflects good financial standing and health for Hyde-Brooklyn.

**Nominating Committee:**

No report at this time.

**MOVED**, to adjourn meeting.

- Motion by:** Jack Brown, III
- Second by:** Cicily Robinson
- Action:** Meeting Adjourned

Next meeting will be held on July 9, 2014 at Hyde Leadership Charter School – Brooklyn, 330 Alabama Avenue, Brooklyn, NY 11207 at 6:30 p.m.

Meeting adjourned at 8:00 p.m.



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

June 11, 2014

Hyde Leadership Charter School – Brooklyn Board of Trustees was cancelled.  
No quorum established.