

Hapeville Charter Schools Board of Directors

Foundation Board

*Diane Terry, CEO
Terry Martin, CFO
*Lew Valero, SEC

Community Representatives

Lucas Falor
*Erik Luchsinger

Parent Representatives

*Kim Miller
*Candi Cottrell
Sanya Dallas
Open

* Denotes Board Members in Attendance

Board Meeting Minutes February 28, 2011 at 5:30 pm Hapeville Charter Career Academy

NOTE: *Hapeville Charter School receives funding through the Federal Title I Program for economically disadvantaged families. Hapeville Charter Middle School is a schoolwide Title I School within the Fulton County School System. Hapeville Charter Career Academy is a Targeted Assisted Title I School within the Fulton County School System.*

1. Diane Terry called the meeting to order at 5:30 pm
2. The January 2011 Board Meeting Minutes were approved with unanimous consent
3. President's Report
 - a. Dr. Martin informed the Board that the Fulton County Schools Interim Compliance Report is posted on the HCMS and HCCA websites for accessing and reviewing. The Board major responsibilities include overseeing the budget (including transparency of revenues and expenses,) and for compliance with federal, state and LEA policies regarding student achievement for the schools as whole and the subgroups as defined by the AYP guidelines.
 - b. The mission statements of HCMS and HCCA were included in the Board Agenda for February, 2011 as a reminder of the Fall QAR visits from AdvancED. The mission statements are:

Hapeville Charter Middle School:

The mission of Hapeville Charter Middle School is to prepare each student, within a safe and caring learning environment, for successful transition to high school.

Hapeville Charter Career Academy:

The mission of Hapeville Charter Career Academy is to provide a challenging and encouraging learning environment which substantially

prepares each student for post-secondary plans and the workplace by supporting and encouraging his/her motivation for lifelong learning.

As a reminder, the upcoming AdvancED QAR visits are:

Hapeville Charter Middle School – Nov.9/10, 2011
Hapeville Charter Career Academy – Nov.3/2, 2011

Diane Terry and Gary Martin attended AdvancED Governance and Leadership Team Workshop on February 16, 2011. Dr. Martin will send each Board member self-assessment worksheets via email attachment. Each member is requested to complete the 4 pages and return for compilation of responses. The responses will be shared at the March, 2011 Board meeting.

- c. Hapeville Charter Schools will be meeting with the FCSS Budget Department on Thursday, March 17 at 1:00 pm to review and discuss the 2011-2012 school level budgets. The forecasted enrollments by FCSS Budgeting Department for Hapeville Charter Schools include:

• Sixth grade -	183	
• Seventh grade -	172	
• Eighth grade -	<u>166</u>	
• HCMS TOTAL:		521
• Ninth grade -	180	
• Tenth grade -	182	
• Eleventh grade -	<u>145</u>	
• HCCA TOTAL:		<u>507</u>
• Hapeville Charter Schools Total:		<u>1,028</u>

- d. Dr. Martin reminded the Board of the upcoming Recycling Event scheduled on Saturday, March 26, 2011 from 9:00 am to 3:00 pm in coordination with Keep South Fulton Beautiful. He asked the Board to consider volunteering for the event.
- e. The first HCMS Homecoming is scheduled the week of March 7 through March 11 culminating with the crowning of the Homecoming Kings and Queens by grade level at the HCMS Basketball Game scheduled at the Hapeville Recreation Center. The HCMS students from the opening of the school (in August, 2004) are being contacted and invited to attend the Homecoming Basketball Game Event.

4. Carla Olsen, Business Manager, presented the school financial information for the month ending, January, 2011. Revenues and expenses for the month, and for the year to date, were within forecast as set at the beginning of the school year. Ms. Olsen requested the Board to approve a Non-Disclosure Statement to be signed by the administrative staff for the current school year. The Non-Disclosure Statement will be included with the Employee Handbook with the start of the 2011-2012 School year. The Board approved the motion.

The First Student Transportation quote for the 2011-2012 School Year included a 3% increase from the 2010-2011 School Year. Hapeville Charter Schools will budget for the increase for the 2011-2012 School Year Operating Budget.

5. Free and Reduced Lunch

Due to changes in rules and regulations regarding the Federal Free/Reduced Meals Program, Hapeville Charter has completed and submitted an RFP for School Nutrition providers. As of this evening, we are awaiting approval from the State DOE Nutrition Office to publish the RFP in the Atlanta Journal Constitution. HCCA will complete an analysis of hiring, staffing and preparing meals “in house” and discuss at a future Board meeting.

Ms. Olsen reported that the Hapeville Charter Nutrition Program has applied for a “Best Practices” recognition based on the inclusion of the Wellness Program policies in the Employee Handbook and Policies and Procedures Manual.

6. Enrollment Update as of February 28, 2011

The following enrollment numbers were reported by Ms. Lowe and Mr. Rainey:

• Sixth grade -	166	
• Seventh grade -		175
• Eighth grade -	<u>182</u>	
• HCMS TOTAL:		523
• Ninth grade -	180	
• Tenth grade -	<u>155</u>	
• HCCA TOTAL:		<u>335</u>
• Hapeville Charter Schools Total:		<u>858</u>

7. Student Achievement Updates

Dr. Martin reminded the Board of the responsibilities for overseeing the progress of Special Education students:

“Reflections” From Laura Stowell:

The Governing Board’s primary obligation is to ensure that these are all being met in general through regular updates by staff. In specific the GB needs to ensure that the

processes and personnel are in place to implement Special Education as well as that financial contingency plans exist to meet the obligations.

NOTE: There are no federal standards for teacher qualifications in this area. I think it really exposes our schools because we are held to such high practice standards in this area but aren't given any guidance as to whom we should hire to meet those standards. GB need to hire the most qualified personnel possible.

Also, this is an "In Kind" department in the Fulton County School System, so all the resources we have are available to you (encore, etc.), but the Governing Board is strictly responsible for the implementation of the resources.

Finally, there is a good (albeit a little old) resource manual on the GADOE charter school site which was distributed to attendees last spring during an FCCSA meeting, but it might be worth referencing for your Governing Board's background information.

Regarding services to students with disabilities, the charter school will:

- be obligated to provide a full continuum of services to disabled students to the same extent as other schools in the Fulton County School System
- require its instructional support teachers and special education teachers to attend the System's special education professional development programs to the same extent required of other schools in the Fulton County School System
- implement the same identification, evaluation, placement, reporting, and due process procedures and use the same special education forms as other schools in the Fulton County School System
- submit to program review by state and local officials to the same extent required of other schools in the System
- provide copies of all IEPs to Fulton County School System
- provide free transportation and other related services when required by a student's IEP
- include reasonably anticipated special education costs in the budget(s)
- indemnify Fulton County School System in the event Fulton County School System is held liable for the charter school's failure to provide eligible disabled students with the special education, related services, program accommodations, and due process to which they are entitled under state and federal law

Beginning with the March 2011 Board Meeting, academic and benchmark updates will include the current academic performance levels by the AYP categories which include Special Needs, ESOL and Economically Disadvantaged subgroups.

Stacy Henry distributed handouts which included the following information for the Board:

- (a) The next benchmark testing date is scheduled on Friday, March 11, 2011
- (b) NWEA testing is scheduled for May 2nd through May 13th
- (c) The Renzulli Software has been introduced to the faculty/staff of Hapeville Charter. HCMS students are able to access and use the software during enrichment period and at home in order to work on achievement skills in Science, Social Studies, Language Arts and Reading. The next Renzulli training for the faculty/staff is scheduled on March 9th.
- (d) The HCCA Schoolwide Title I plan is being finalized for submittal to the Fulton County School System before being sent to the State DOE for final approval.

8. The meeting was adjourned at 6:35 pm.

NOTE: The academic meeting to finalize the 2011-2012 11th Grade Schedules, which will include the dual enrollment time periods is scheduled on Tuesday, March 15 at 4:00 pm at HCCA. Dr. Gladys Camp, Vice President of Academic Affairs for Atlanta Technical College, and Ms. Juli Gilyard, High School Initiative Programs for Atlanta Technical College, are scheduled to attend with the HCCA administrative staff.