

# Hapeville Charter Schools

**Foundation Board**

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

**Community Representatives**

Lucas Falor  
Erik Luchsinger

**Parent Representatives**

Ginger Anderson  
Krystal Rainey  
Shondra Evans  
Open #1

## Board Meeting Agenda September 26, 2011 at 5:30 pm Hapeville Charter Middle School (6<sup>th</sup>/7<sup>th</sup> Grade Main Campus)

Item		Sub-Items	Discussion/Action
Meeting Call to Order	CEO		
Minutes of previous Board Meeting	CEO	Minutes of the August 29, 2011 Board Meeting	Seek Motion to Approve
President's Report and Update	President	<ol style="list-style-type: none"> <li>1. <b>Mission Statements:</b> <b>HCMS:</b> 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. <b>HCCA:</b> 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.</li> <li>2. <b>AdvancED Accreditation (Vision and Mission)</b> <b>HCMS QAR Team Visit – Nov. 9/10, 2011</b> <b>HCCA QAR Team Visit – Nov. 2/3, 2011</b></li> <li>3. Hapeville Charter Board for 2011-2012 REMINDER of PTCO Vote on September 22, 2011 REMINDER of Spaghetti Fundraiser on September 22, 2011 REMINDER to be fingerprinted/background checked ASAP (Each Board representative)</li> <li>4. Georgia Charter Schools Association Annual Meeting</li> <li>5. Intergovernmental Agreement with City of Hapeville, Fulton County School System, and Hapeville Charter Schools</li> <li>6. McClarin Basketball Court Agreement</li> <li>7. 2012 Travel Abroad Opportunities for Students Update</li> <li>8. Green Schools Conference (February 2012 – Denver, CO) <b>NEED TO BOOK NOW.</b></li> <li>9. Fulton County School System Master Calendar</li> <li>10. Board Action Items  <b>School Improvement Plans (SIPs) Annual Report for 2010-2011 School Year RFP Procedures (effective September 15, 2011)</b></li> <li>11. FCSS Board Training Saturday, September 24 Ridgeview Middle School 10:00 am to 4:00 pm</li> </ol>	<p>Reminder</p> <p>Reminder and Discussion</p> <p>Reminder to attend if possible.</p> <p>Reminder</p> <p>Update from Mr. Knotts</p> <p>Update from Mr. Rainey</p> <p>Update from Ms. Shapiro and Mr. Perez</p> <p>Recommendation to approve \$3,700 expenses</p> <p>Informational</p> <p>Recommendation to Approve</p> <p>Reminder: Anderson, Evans, Falor and Rainey</p>
Financial, Business Report and Legal Update	Business Manager/CFO	<ol style="list-style-type: none"> <li>1. Budget for 2011-2012</li> <li>2. Audit update regarding 2010-2011 School Year</li> </ol>	<p>Report to Board</p> <p>Update from Ms. Olsen</p>
Enrollment Update	Principals/Registrar	<ol style="list-style-type: none"> <li>1. Hapeville Charter Middle School Enrollment Update</li> <li>2. Hapeville Charter Career Academy Enrollment Update</li> </ol>	<p>Report to Board</p> <p>Report to Board</p>
Academic Update	Principals/IR/Special Education	<ol style="list-style-type: none"> <li>1. Testing Schedule</li> <li>2. Academic Goals for 2011-2012</li> <li>3. School Improvement and Strategic Plan Goals</li> <li>4. Annual Report for 2010-2012 School Year</li> <li>5. Dual Enrollment update</li> </ol>	<p>Report to Board</p> <p>Report to Board</p> <p>Report to Board</p> <p>Report to Board</p> <p>Report to Board</p>
Counseling Update	Counselor	<ol style="list-style-type: none"> <li>1. Preparation for 2011-2012 School Year</li> <li>2. Title I programming including Parent Involvement</li> <li>3. Non-academic Counseling update</li> </ol>	<p>Report to Board</p> <p>Report to Board</p> <p>rReport to Board</p>
Sports Program Update	Principals/Coaches	<ol style="list-style-type: none"> <li>4. Game Schedules</li> <li>5. Fundraising</li> <li>6. Revenues and Expenses Update</li> </ol>	<p>Discussion</p> <p>Discussion</p> <p>Discussion</p>
Communication Report	Director of Communications	<ol style="list-style-type: none"> <li>6. Community Events and Outreach</li> <li>7. Marketing and Publicity</li> </ol>	<p>Informational</p> <p>Informational</p>
Adjourn	CEO		

NOTE: Hapeville Charter School receives funding through the Federal Title I Program for economically disadvantaged families. Hapeville Charter Middle School is a school-wide 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.

"This institution is an equal opportunity provider."

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# Hapeville Charter School

## A Fulton County Charter School

3535 South Fulton Avenue  
 Hapeville, GA 30354  
 Cell Phone: 678-576-0342  
 Office Phone: 404-767-7730  
 Fax: 404-767-7706

[www.fultonschools.org/school/hapevillems](http://www.fultonschools.org/school/hapevillems)

[www.fultonschools.org/school/hapevillecareeracademy](http://www.fultonschools.org/school/hapevillecareeracademy)

### Hapeville Charter School Board of Directors – 2011-2012 School Year

#### Georgia Magnet Charter Schools Foundation, Corp. Officers

Diane Terry CEO 2117 Azalea Circle Decatur, GA 30033 404-636-2758 <a href="mailto:normanatl@bellsouth.net">normanatl@bellsouth.net</a>	Term expires June, 2012	Seat #1
Terry Martin CFO 43 Village Court Decatur, GA 30030 678-925-1048 <a href="mailto:tjhmartin@gmail.com">tjhmartin@gmail.com</a>	Term expires June, 2012	Seat #2
Lew Valero Secretary 3335 Northside Drive Hapeville, GA 30354 404-274-2258 <a href="mailto:hlewvalero@comcast.net">hlewwalero@comcast.net</a>	Term expires June, 2012	Seat #3

#### Board of Directors Area Representatives

Erik Luchsinger 1280 Hightower Trail Atlanta, GA 30350 404-815-8472 678-458-7107 (cell) <a href="mailto:Erik.Luchsinger@bmwna.com">Erik.Luchsinger@bmwna.com</a>	Term expires June, 2012	Seat #4
Lucas Falor 388 North Ave Hapeville, GA 30354-1204 404-839-6466 <a href="mailto:lucas.falor@gmail.com">lucas.falor@gmail.com</a>	Term expires June, 2012	Seat #5

#### Parent/Guardian Representatives

Ginger Anderson 715 Maycroft Knoll Atlanta, GA 30331 404-291-1928 <a href="mailto:ginger.anderson@cigna.com">ginger.anderson@cigna.com</a>	Term expires June, 2012	Seat #6
Krystal Rainey 5446 Boreal Way, SW Atlanta, GA 30331 404-849-8154 <a href="mailto:krainey@hapevillecharter.org">krainey@hapevillecharter.org</a>	Term expires June, 2012	Seat #7
Shondra Evans 1719 Jasmine Circle #1701 Atlanta, GA 30318 404-953-0353 <a href="mailto:sevans@hapevillecharter.org">sevans@hapevillecharter.org</a>	Term Expires June, 2012	Seat #8
#4 Open	Term expires June, 2012	Seat #9



## Green Schools National Conference

Early Early Bird registration rates are available through July 31, 2011. Save money by registering before then!

### REGISTRATION COSTS

#### SCHOOL/GOVERNMENT/NON-PROFIT RATES

Early Early Bird Registration Rates  
Available through July 31, 2011

Individual	\$325
Groups of 4-19	\$295/person
Groups of 20 or more	\$265/person affiliate rate
Teacher/Parent/University Student	\$250
K-12 Student	\$150
One Day	\$200
Exhibit Hall Only	\$135

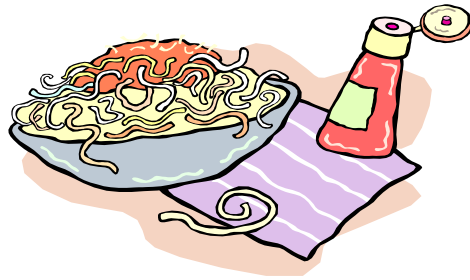
#### Green Schools Conference - Denver, Colorado

February 27, 28 and 29 2012

	Expenses	#	Subtotal Per Teacher	Total Per Teacher	# of teachers	Total
Registration Fee	\$250.00	1	\$250.00			
Hotel Per night (taxes not included)	\$145.00	2	\$290.00			
Hotel Taxes at 14.85%	\$21.53	2	\$43.06			
Airfare (Delta Roundtrip as of 6/13/2011)	\$320.00	1	\$320.00			
Food/beverages	\$20.00	2	\$40.00			
<b>Totals:</b>				<b>\$943.06</b>	<b>4</b>	<b>\$3,772.24</b>

[http://www.greenschoolsnationalconference.org/register\\_now.htm](http://www.greenschoolsnationalconference.org/register_now.htm)

Early Early Bird registration rates are available through July 31, 2011. Save money by registering before then!



## **Spaghetti Dinner**

**THURSDAY, SEPTEMBER 22**

**4:30 – 6:30 P.M.**

**...or until all of our delicious offerings are eaten!**

**HAPEVILLE CHARTER MIDDLE SCHOOL CAFETERIA**

**3535 SOUTH FULTON AVENUE**

**HAPEVILLE, GEORGIA 30354**

**KEEP SOUTH FULTON BEAUTIFUL presents:**

**Keep South Fulton Beautiful “Inside and Out!”**

**Protect your body – protect our environment!**

**\$5.00 donation per plate**

**Menu includes:**

**Your choice of spaghetti sauce – with or without meat**

**(Sauces made with the freshest of tomatoes, peppers, onions, spices and the leanest meats available)**

**Whole wheat spaghetti**

**Whole wheat rolls**

**Side salad**

**Beverage**

**Desserts available for an extra donation**

**Extra beverages - \$1.00**

**Proceeds from this event will be used by Hapeville Charter School, Keep South Fulton Beautiful and the East Point Community Action Team to promote educational programs to benefit the students of South Fulton.**

**Keep South Fulton Beautiful promotes internal well being and a clean and beautiful environment. All serving ware is totally compostable; flatware is made from corn!**

**Tonight’s spaghetti dinner is supported by donations from these community-minded companies. Please thank them with your business!**

**Kroger – Union City**

**Chick-Fil-A and U.S. Foods - Fairburn**



## President's Report for the September, 2011 Board Meeting

The Board agenda's first item for the September, 2011 Board Meeting includes a repeat of the mission statements for Hapeville Charter Middle School and Hapeville Charter Career Academy. As we approach the AdvancED QAR Team Visits in November, a meeting with the Board will be scheduled. To read more about the AdvancED standards, go to the following link:

<http://www.advanc-ed.org/standards>

AdvancED Standard I (Vision and Purpose) and Standard II (Governance and Leadership) relate to the strategic plan goals and governance of the school and include the following indicators:

### Standard 1: Vision and Purpose

The school establishes and communicates a shared purpose and direction for improving the performance of students and the effectiveness of the school.

#### QUALITY SCHOOL INDICATORS

In fulfillment of this standard, the school:

- 1.1 Establishes a vision for the school in collaboration with its stakeholders
- 1.2 Communicates the vision and purpose to build stakeholder understanding and support
- 1.3 Identifies goals to advance the vision
- 1.4 Develops and continuously maintains a profile of the school, its students, and the community
- 1.5 Ensures that the school's vision and purpose guide the teaching and learning process
- 1.6 Reviews its vision and purpose systematically and revises them when appropriate

### Standard I IMPACT STATEMENT

A school is successful in meeting this standard when it commits to a shared purpose and direction. The school establishes expectations for student learning aligned with the school's vision that is supported by school personnel and external stakeholders. These expectations serve as the focus for assessing student performance and school effectiveness. The school's vision guides allocations of time and human, material, and fiscal resources.

## Standard 2: Governance and Leadership

The school provides governance and leadership that promote student performance and school effectiveness.

### GOVERNANCE - QUALITY SCHOOL INDICATORS

In fulfillment of this standard, the school operates under the jurisdiction of a governing board that:

- 2.1 Establishes policies and procedures that provide for the effective operation of the school
- 2.2 Recognizes and preserves the executive, administrative, and leadership prerogatives of the administrative head of the school
- 2.3 Ensures compliance with applicable local, state, and federal laws, standards, and regulations

### LEADERSHIP - QUALITY SCHOOL INDICATORS

In fulfillment of this standard, the school has leadership that:

- 2.4 Employs a system that provides for analysis and review of student performance and school effectiveness
- 2.5 Fosters a learning community
- 2.6 Provides teachers and students opportunities to lead
- 2.7 Provides stakeholders meaningful roles in the decision-making process that promote a culture of participation, responsibility, and ownership
- 2.8 Controls curricular and extracurricular activities that are sponsored by the school
- 2.9 Responds to community expectations and stakeholder satisfaction
- 2.10 Implements an evaluation system that provides for the professional growth of all personnel

## Standard 2 IMPACT STATEMENT

A school is successful in meeting this standard when it has leaders who are advocates for the school's vision and improvement efforts. The leaders provide direction and allocate resources to implement curricular and co-curricular programs that enable students to achieve expectations for their learning. Leaders encourage collaboration and shared responsibility for school improvement among stakeholders. The school's policies, procedures, and organizational conditions ensure equity of learning opportunities and support for innovation.

Please mark your calendars for the HCMS and HCCA QAR Team Visits scheduled as follows:

HCCA	November 2 <sup>nd</sup> and 3 <sup>rd</sup> , 2011
HCMS -	November 9 <sup>th</sup> and 10 <sup>th</sup> , 2011

**Mark your calendars for Thursday, September 22, 2011**

If at all possible, please plan to attend the September 22<sup>nd</sup> PTCO meeting at HCMS (6<sup>th</sup> and 7<sup>th</sup> Grade Campus Building) for the parent/guardian vote in support of the current slate of the Board for the 2011-2012 School Year.

Also, plan to arrive before the PTCO meeting begins to participate in the Spaghetti Fundraiser being organized in coordination with Keep South Fulton Beautiful and East Point Community Action. Great prices. (\$3.00 a plate!) Great food. Great folks. Page 4 of this document includes the flyer that Ms. Grubbs produced for distribution to the general public.

Each of the Board representatives should be fingerprinted and background checked by September 23, 2011. If you have not done so already, please contact Carla Olsen via email ([colsen@hapevillecharter.org](mailto:colsen@hapevillecharter.org)) or phone (678-410-2504) for further information. This is a Fulton County School System policy for the LEA charter schools.

If you are interested in attending the Georgia Charter Schools Annual Meeting which is scheduled from October 5<sup>th</sup> through the 7<sup>th</sup> at the Macon Marriott City Center Hotel, contact Rena Youngblood at [ryoungblood@gacharters.org](mailto:ryoungblood@gacharters.org).

From Mr. Rainey regarding Hapeville Charter's Basketball and Volleyball coaches and players to have access to McClarin's Basketball Court:

*Copy of Email dated September 9, 2011*

*Fulton County School System is currently working with the City of College Park in regards to Hapeville Charter Career Academy using it's Basketball Gym at McClarin High School. The City of College Park owns McClarin High School and the gymnasium but Fulton County Schools has a usage agreement that gives them control of the building. Hapeville Charter Career Academy will use the building as a third party vendor. Ms. Lee, Principal of McClarin High School will be speaking with the City of College Park on behalf of Hapeville Charter. She will make a recommendation for us to work with the City of College Park and has a copy of our basketball schedule.*



## Update for HCCA Europe Trip

### **Current Group Fundraisers:**

Efundraising online store; continuous  
Krispy Kreme Doughnut sale afterschool; Fridays when conducted

### **Individual Effort Fundraisers:**

Yankee Candle Fall Catalog 8/29-9/19 (40% profit)  
Fundraising Scratchcards 9/23 until card completed (80% profit)  
Krispy Kreme Partnership cards orders taken 9/23-10/09 (50% profit)

- This fundraiser will be repeated

### **Enrollment:**

6 students

The rate went up to \$3252 after the previous rate expired. I am still being approached by students who are interested.

\*\*\*Bank Account has been opened with Chase for deposit and check writing to EF TOURS.

### **Group Leader Training:**

February 16-20, 2011  
Paris, France

*Ms. Jessica Shapiro*

**Tenth Grade World History/ Chairperson**  
**Hapeville Charter Career Academy**  
**6045 Buffington Rd**  
**Union City, GA 30349**  
**(404)766-0101**  
[www.classjump.com/shapiro](http://www.classjump.com/shapiro)

# Update for HCMS Puerto Rico Trip

## 2012 Travel Abroad Opportunities for Students Puerto Rico – UPDATE

**iHola!**

**Here is a quick update on the 2012 Student Trip to PUERTO RICO**

Tour length: 7 days

Requested travel dates: 05/07/2012 - 05/13/2012

Requested departure date range: 05/07/2012 - 05/11/2012

Requested departure gateway: Atlanta, GA

### Program Fee:

- \$2,003.00 – Students
- \$2,178.00 - Adults

Register Travelers (on September 19, 2011):

Perez Cordero, Hiram (GL)

3114939

11206 BRIXWORTH PL NE

ATLANTA GA 30319-5342

PO Box 492613

404-664-9738

[hperez@hapevillecharter.org](mailto:hperez@hapevillecharter.org)

Higginbotham, Mazani Renee (6<sup>th</sup> grade)

3641979Atlanta GA 30349

678-698-5751

[6786985751@mymetropcs.com](mailto:6786985751@mymetropcs.com)

Mauldin, Matthew (8<sup>th</sup> grade)

3386817

2538 Jewel St

East Point GA 30344

404-766-4893

[td\\_dj\\_mm@hotmail.com](mailto:td_dj_mm@hotmail.com)

Pattillo, Holden Ellis Dunbar (6<sup>th</sup> grade)

3646578

6865 Kimberly Mill Rd

College Park, GA 30349

770-262-0295

[jouclp@langate.gsu.edu](mailto:jouclp@langate.gsu.edu)

**\* We must enroll 3 more paying travelers in order to cover one enrolled free place. Otherwise, the free place will be converted to a full paying participant.**

**I also would like to request permission to coordinate some type of fundraising to help students pay for the trip and to pay my enrollment in case we can't enroll the need number to obtain a free place. I am including the promo brochure and the School Board Packet information.**

**Thanks for all your support on this Trip and for making of Hapeville Charter a great environment to teach and learn.**

Mr. Perez-Cordero  
Spanish Department Head &  
Spanish II-B Teacher

## **Master Compliance Checklist – Hapeville Charter to Fulton County School System**

A separate document is attached for your review which is named "Master Compliance Checklist 8.8.11 from Hapeville Charter to Fulton County School System (FCSS)." Please take a moment to review the items which are required for submittal throughout the school year. Note that the various items impact all departments within the school operations from financial to academic professional development.

Department Heads - Be sure to check the line items of the Master Checklist to see which items pertain to your department and management areas.

## **School Improvement Plans – SIP**

There are two additional documents for your review:

- (1) SIP – Hapeville Career Academy Targeted Assisted Plan – 2011-2012 School Year
- (2) SIP – Hapeville Charter Middle School Schoolwide Plan – 2011-2012 School Year

The two plans include the targeted standardized test scores towards which the faculty and staff will be working for the current school year. Please note that the Value Added Measurement scores (which were originally planned by the FCSS for distribution during the month of September, 2011) have not yet been received at the school level.

The Board will be asked to approve the SIP plans as written for the current year at the September 26, 2011 Board meeting.

## **Hapeville Charter Annual Report for the 2010-2011 School Year**

The Annual Report which will be submitted by Hapeville Charter to the State DOE (deadline is September 30, 2011) is currently a “work in progress.” The rough draft is completed and ready for submittal with the exception of the financial section (which is still going through an audit.) As soon as the audit is completed and the figures are finalized, you will receive a copy of the Annual Report from Ms. Lowe or me.

If it is possible to receive and complete the financial section of the Annual Report prior to the September 26, 2011 Board Meeting, copies of the Annual Report will be distributed at that time for your review. If it is not possible to receive and complete the financial section of the Annual Report prior to the September 26, 2011 Board Meeting, then the Annual Report will be distributed and reviewed at the October, 2011 Board Meeting.

## RFP Procedures (effective September 15, 2011)

At the September 15, 2011 Meeting of the Fulton County Charter School Alliance (FCCSA,) the announcement was to the attendees from the charter schools that, effective immediately, the following RFP procedures would be “in effect” for Hapeville Charter School (and all other Fulton County charter schools:)

Purchasing Limits	Required procedure to follow
\$2,500 or less	One or more oral quotations shall be obtained to determine the best price
\$2,500.01 to \$5,000.00	At least two oral quotes. The best price shall be confirmed as a fixed price via a purchase order
\$5,000.01 to \$10,000.00	At least two written quotes.
\$10,000.01 to \$50,000.00	Based upon three sealed quotes.
\$50,000.01 and greater	Written competitive sealed bid process to the lowest responsible, responsive, bidder or through a competitive request for proposal process where the best value may be selected, except in those instances specifically approved by the Superintendent or his/her designee when: <ul style="list-style-type: none"> <li>(1) essential goods or services are needed in an emergency, or</li> <li>(2) only one source exists for a needed good or service.</li> </ul>

## Fulton County School System Board Training

Copy of email from Laura Stowell dated September 9, 2011:

Folks,

In anticipation of the mandatory September 24<sup>th</sup> Governing Board Training, please send me your new and returning governing board members. Please use the attached Excel. I will be sending out an invitation with directions to the list you provide.

As a reminder, the fingerprint and background check for these wonderful volunteers will need to be in a confidential file to be maintained by your board secretary and should be brought for inspection at the September 24<sup>th</sup> meeting.

I appreciate you attending this training last year and, of course, you are welcome to attend again.

Laura Stowell, MPA

FCS Charter Liaison

404.763.6807 (office)

678.500.5998 (cell)

Enrollment Update as of September 19, 2011

From the Registrars' Offices:

HCMS	# of students by grade level	TOTAL
6 <sup>th</sup> Grade	197	
7 <sup>th</sup> Grade	165	
8 <sup>th</sup> Grade	200	
HCMS		562
HCCA		
9 <sup>th</sup> Grade	197	
10 <sup>th</sup> Grade	182	
11 <sup>th</sup> Grade	156	
HCCA		535
Combined		1,097



## Principal's Update

### Testing Schedule

- Benchmarks will be the 3<sup>rd</sup> Friday of every other month.
- September 27, 2011 - GHSWT
- October 2011 – Georgia Work Ready
- October 12, 2011 – PSAT (Free for all 10<sup>th</sup> Grade Students)
- Jan. 17 – Feb. 24, 2012 – ACCESS for ELLs
- February 29, 2012 – GHSWT Retest
- March 19 -23, 2012 – GHSGT
- April 30 – May 4, 2012 – EOCT
- May 7 – 18, 2012 – AP Exams

### Academic Goals for 2011-2012

Test Participation: 95%

Graduation Rate: 90%

Academic Performance on the GHSGT in Math and English Language Arts of students enrolled a Full Academic Year, FAY date this school year is Tuesday, October 4, 2011. Students enrolled after this date do not count towards your schools AYP. This year's AMO's (Annual Measurable Objectives) for High School are:

#### GHSGT Math:

- 81.2% meeting or exceeding basic proficiency

#### GHSGT English Language Arts:

- 90.8% meeting or exceeding basic proficiency.

### Dual Enrollment update

- Paralegal – Classes are doing well students are excited about the program and are extremely excited about being a part of paralegal studies.
- Dental – Students recently finished their safety class and are about to start a new course on hygiene.
- Auto Tech – Mr. Lindsey is in need of cars 1995 or newer. If you know of someone who can donate a car please let us know.
- Patient Care – Classes are doing well students are excited about the program and are extremely excited about being a part of patient care.

### Game Schedules

- The Football record is currently 0 -3 with losses against Robbinsville, NC., Best Academy and Lanier High School (4A School). Although the team has not won a game student/athletes are participating in after school tutorial and mandatory study hall so that they can remain eligible and to prepare for the GHSGT. Tee Martin former Quarterback of the University of Tennessee is now the running back coach at the University of Kentucky. He is still very interested in D. Demps. D. Demps has taken and scored high enough on the S.A.T to be eligible for a Division I College. Auburn

University is closely monitoring K. Thurman. He has not taken the S.A.T but is schedule to do so in October. He is a remarkable student and should do well on the SAT. Chris Lawrence is also being highly recruited by a small Apprentice School in Newport News, VA. There he will be able to play College Football and earn money. There is not an SAT or ACT requirement for entrance into the school. This school will be a perfect partner for HCCA as they to focus on Careers.

- For more info. See <http://www.apprenticeschool.com/>

#### Fundraising

- ESPN Magazine sale will start at the beginning of next Monday. Other plans for a homecoming game vs. North Atlanta High School are under discussion.

#### Sports Revenues and Expenses Update

- Gate and Concession: Game 1 = \$2346
- Gate and Concession: Game 2 = \$1134
- Upcoming Events – GAC will pay us for visiting them
- North Atlanta High School – Will bring fans and band

## Institutional Research – HCMS Special Education

Ms. Henry – IR/IST

### Special Education

6<sup>th</sup> Grade – 10 students

7<sup>th</sup> Grade – 10 students

8<sup>th</sup> Grade – 9 students

Primary disabilities include:

16 – Specific Learning Disabilities (SLD)

7 – Other Health Impaired (OHI)

2 – Autistic

1 – Hearing Impaired (HI)

1 – Emotional Behavior Disorders (EBD)

1 – Speech Impaired (SI)

1 – Occupational Therapy (OT)

Note: Of the 29 students being served through their primary disability half of them receive speech services as a secondary disability

Concerns – This is our first year serving a hearing impaired student. We are working out the logistics of Hapeville can better serve her and implement her IEP appropriately. The Hearing Impaired student will require an FM auditory system – Hapeville will be purchasing this system in the next few weeks – System will cost roughly \$4-6000.

**Update:** as of 9/16/2011: Equipment was ordered at a cost of \$3336.49. We are waiting equipment and for the Fulton County Audiologist to complete a molding of the student's ears. The student is doing great and she loves Hapeville Charter.

Services - With the amount of students we have this year and the array of services needed the additional Para-professional has been a god send for the department. The paraprofessional is being used primarily to serve our 6<sup>th</sup> and 7<sup>th</sup> grade students who require team teaching.

**Update:** as of 9/16/2011: The additional paraprofessional has been a god send; however, there is still a need for additional **substitutes** in both campuses..

Special education Evaluations – We have one student requiring a Bi-lingual psychological to complete his referral to special education. A call has been placed to Betsy Lebau to complete the testing.

**Update:** Additional paperwork is needed before the Bilingual Psych can be completed. The student is now being served through ESOL and the 8<sup>th</sup> grade special ed teacher supports as much as possible.

Annual Reviews - We are now completing Annual reviews of Individual Education Plans (IEP) based on the child's DOB. This change was made by the FCS last school year. This means special education teachers will be completing IEPs year round.

Re-evaluations of students IEP's – All special education students require a 3 year evaluation of their disability and unfortunately this is an ongoing routine because students qualify a different times.

Segment Reports for Special Education – Are due to the FCS on September 23<sup>rd</sup>. This report is requested every few months to show where students are being served. The student's classroom setting, grade, special ed teacher, and regular ed teacher are documented to show if the class size ratio is being met for special ed students.

FTE 1 – October 4<sup>th</sup> – In the process of updating all student records in Encore (Special Ed system) so that Eschools reflects the same data

### **Update on data, testing and Title 1 - Middle School -**

- Title 1 Schoolwide plan is in process and the draft will be sent to Title 1 by Tuesday, August 23<sup>rd</sup>. Administrators and schoolwide committee members must to discuss parental involvement, professional development, and budget prior to submitting.  
**Update:** Title 1 – Strategic Plan has been submitted again with revisions – waiting on approval from Title 1 office.
- AdvancEd Accreditation – Self Assessment due on October 12<sup>th</sup> – Working diligently with Ms. Lowe to ensure it gets completed
- NWEA testing will start on Monday, August 22<sup>nd</sup> for all grades. This data is used as a baseline to assist teachers and administration with scheduling, differentiating instruction, remediation, and of course the SST process.  
**Update:** NWEA testing has taken longer than it usually does but Mr. Marquez and the team was able to adjust and make it work. I spoke to Justin about the computer issue at the 8<sup>th</sup> grade campus and he was able to secure two additional computers for the lab and of course this helped a little, it would be great if the 8<sup>th</sup> grade lab had a class set of computers. A class set would cover all testing issues we have because every student would have access to the program.

Another factor we had to consider for the timing is that the HS was testing on NWEA as well and for some reason the system was extremely slow in both buildings. It was taking the NWEA system 20 to 30 minutes to actually retrieve the student name and begin the test. Mr. Green and the HS students were troopers in being patient with the process. After this was discovered Mr. Green was asked to stop testing in the HS lab and resume on Friday once the 8<sup>th</sup> grade campus was finish. Mr. Green complied and hopefully the 9<sup>th</sup> graders will complete Algebra I testing at the HS this Friday and 10<sup>th</sup> graders will start Geometry testing on Monday.

By the way, testing was scheduled to start the second week of school; unfortunately, we were not able to start because of the student information system and enrollment concerns. The window for the NWEA testing will now be extended through October 7<sup>th</sup> to ensure that all HS students complete as well as 6<sup>th</sup> grade.

- Datalink Software – The Datalink software used to process benchmark results will be loaded on department head laptops in the coming weeks. They will be trained on the software at this time. The Datalink provider has recently loaded all Georgia Standards into a bank which will allow us to track and analyze in-class data as well schoolwide data more effectively.  
**Update:** Justin has loaded the upgrade to the Datalink software on all teachers desktops. We are in the process of training each teacher. Ms. Taylor (Title 1 DSS) is assisting with scanning and training.
- Benchmarks Date and Goal scheduled for the year– Grades 6,7,8
  - Benchmark 1 – Oct 14<sup>th</sup> – 45% Goal
  - Benchmark 2 – Dec 16<sup>th</sup> – 65% Goal
  - Benchmark 3 – March 19<sup>th</sup> through 30<sup>th</sup> NWEA Spring testing – 85% Goal

Professional development is always an ongoing process and teachers are signing up and participating in sessions often.

The month of September and October will consist of continuing benchmarking, NWEA testing, FTE, and gathering and analyzing the data for all stakeholders.

### High School update on data and testing

- NWEA computerized testing dates and grade levels
  - 9<sup>th</sup> and 10<sup>th</sup> are scheduled for August 29<sup>th</sup> through Sept 16<sup>th</sup>

**Update:** NWEA testing started this week at the HS - Timing and scheduling is now an issue because both campus are on the system . It was taking the NWEA system 20 to 30 minutes to actually retrieve the student name and begin the test. Mr. Green and the HS students were troopers in being patient with the process. After this was discovered Mr. Green was asked to stop testing in the HS lab and resume on Friday once the 8<sup>th</sup> grade campus was finish. Mr. Green complied and hopefully the 9<sup>th</sup> graders will complete Algebra I testing at the HS this Friday and 10<sup>th</sup> graders will start Geometry testing on Monday.
  
- Pre-test for GHSGT all subjects will be administered the first two weeks of schools. The goals for GHSGT Diagnostic was set to 45%

**Update:** U.S History – Complete – Met with overall score of 45%

Science – Complete – Did not meet with overall score of 41.2%

Data has been discussed with both teachers and data will be loaded on the Employee share drive for easy access

- EOCT Benchmarks Date and Goal – All grades
  - Benchmark 1 - Sept 30<sup>th</sup> – 45% Goal (11<sup>th</sup> graders will not take Benchmark 1)

**Update:** 11<sup>th</sup> Graders who did not complete the first administration will test on this date for math and literature

  - Benchmark 2 - Nov 18<sup>th</sup> – 65% Goal
  - Benchmark 3 - Feb 24<sup>th</sup> – ELA – 95% Goal Math – 90% Goal Biology – 90% - Goal

Professional development is always an ongoing process and teachers are signing up and participating in sessions often.

The month of September and October will consist of continuing benchmarking, NWEA testing, FTE, and gathering and analyzing the data for all stakeholders.

## HCCA Academic Affairs Department

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September 16, 2011

To: Gary Martin

From: Mrs. Tracy McClure

Re: Academic Affairs Update  
Cheerleader Information

- **Testing Coordinator**
  - Just completed Fall Test Coordinator Trainings in preparation for:
  - GHSWT- Georgia High School Graduation Writing Test- (Part 1)
  - EOCT- Retest- Identifying students who need to retake portions of the test.
  - Upcoming Training: Mon 9/19- GHSWT- (Part 2)
  - Preparing for the upcoming PSAT- Being Administered Wednesday, October 12, 2011. This year the state is paying for all sophomores to test this year.
- **ATC Program Coordinator**
  - Dual Enrollment Textbook orders- confirm pricing and place order
  - Upcoming Testing the week of 10/24/2011-Confirm testing strategy- Sort by Alphabet/Grade
  - Confirm Spring Entry- (Plans are currently being discussed /researched with Mr. Rainey for Newly enrolled students and existing student schedules with Mrs. Knox)
- **IST**
  - Complete system updates for NCLB- for Fulton County in preparation FTE
  - Testing for students who need eligibility reviews.
  - Completing Birthday IEPs for the month of September
- **Cheerleading**
  - Parent meeting was held this past Wednesday 9/14/2011 to discuss current financial status and fundraising ideas. Parents were informed that orders for winter accessories (long sleeves/warm-ups will not be ordered until more fees or collected. Parents also participated in overall athletic meeting which immediately followed. -
  - HCCA Now has a live Mascot- Vaughn Williams who will now accompany the cheerleading teams to athletic events.
  - Financials: Thus far, only \$1575,00 has been collected in fees. Uniform order total (basic pieces) was 1075.00; Recent expenses team meal for away game (\$193); Mascot Hornet head, team stickers (\$91.00).

## Counseling Department Update

Mrs. Barnes-School Counselor/SST & 504 Coordinator/Social Workers  
Counseling Program-

- Individual Counseling-35 Students served
- Group Counseling-3 groups
- Group Guidance-
- Classroom Guidance- 5classroom with 130 students

**Student Support Team (SST)** 24-6<sup>th</sup> graders, 44-7<sup>th</sup> graders, and 21-8<sup>th</sup> graders for a total of **89 Middle School students + 17 high school students** receiving academic support for total of 106 students.

**Concerns-**This is our first time serving such a large number of students under SST. The SST team must meet every 4 weeks to review implemented strategies or intervention for each student, monitor progress, and determine the next step based on student progress. This process can last up to 20 weeks per student.

**Services-**The SST team will identify all students with academic, attendance (monitor monthly) or medical (parents inform) concerns, meet with team to discuss concerns, determine intervention or strategies, monitor progress, schedule next meeting.

This year we are serving a student that has not attended a general education setting since early primary school. Currently, we haven't received any educational records to assist with placement. Based on teacher observations and pre-tests he is functioning way below grade level academically and developmentally. I was informed from the parents that their child received individualized instruction daily. This concerns me because our teachers do not have the manpower to provide daily individualized instruction.

Section 504 a division of the Rehabilitation act of 1973, is one component of the act which is civil rights legislation for individuals with "disabilities". These disabilities range from Attention Deficit Disorder (ADD) to Attention Deficit Hyperactivity Disorder (ADHD) and Oppositional Defiant Disorder (ODD). Schools must ensure that students receive reasonable accommodations. 5-ADHD/ 4-ADHD combine type ODD. 2-6<sup>th</sup> graders, 4-7<sup>th</sup> graders and 3-8<sup>th</sup> graders

**Annual Review-** All 504 students require an annual review of their accommodations by the education team and, parents.

**Social Worker-** We've identified 9 students as homeless, and 7 students with at enhance matters. This year we have provided uniforms for 7students and 6 students in need of Marta cards. We have received assistance with 30 Marta cards from Sara Smith, Homeless Liaison with FCS Department of Social Worker/Homeless... a **10 trip card is \$12.50 however, as of October 1<sup>st</sup> the cost will increase to \$15.50 and \$ 95.00 for unlimited trips plus a fee to use the card \$ 1.00.** Ms. Smith is asking if Hapeville can assist with half the cost for 6 students for a total cost of **\$284.00.**

**Title I:**

**The Annual Title I meeting will be held on September 22, 2011 @ 5:30 p.m.**

- **Strategic plan and target goals for 2011-12**
- **Parental Involvement**
- **Parental Policy and Statement**

## Coach Green Update

Email from Coach Green:

Dr. Martin,

I hope all is well, I have a few things to conclude football season's last few games: Ambulance/Police for last 2 home games for safety of players and fans (not sure of cost)

Heading into basketball season I have a couple of things ready for the boards review as well. Practice officially begins October 24th and the season begins November 12th! Attached is a schedule.

- Transportation to and from Practice and Games (McClarín Gymnasium I assume)
- Material to be used at gym such as Scorers table and Home and Visitor benches (chairs) \$2000
- Fees for Christmas Tournament at Henry County High School \$100 per team (\$200 total)
- Fees for Community Coach per GHSA \$325 for assistant coach (non teaching fee)

Coach Green

The Basketball Schedule is included on the following page.





### Hapeville Charter Basketball Schedule

**Principal** Jannard Rainey **Athletic Director/Head Boys Basketball Coach-** Carl Green **Assistant/JV Coach-** Gary Springer  
**Head Girls Coach-** Tarnard Turner **Assistant/ JV Coach-** TaShanda Howard

**\*Denotes Region Game/ Home Gym:** McClarin High School 3605 Main Street College Park, GA 30337

Date	JV Girls	JV Boys	Varsity Girls	Varsity Boys	Opponent
Nov. 12th Scrimmage			6:00	7:30	@Banneker
Nov. 15 <sup>th</sup>		4:30	6:00	7:30	WD Mohammed
Nov. 18th		4:30	6:00	7:30	@Greenforest*
Nov. 19th	12pm	1pm			ESA
Nov. 22nd			6:00	7:30	@Holy Innocents
Dec. 2 <sup>nd</sup>	4:00	5:30	7:00	8:30	@Providence
Dec. 3rd			4:00	5:30	@New Manchester
Dec. 7 <sup>th</sup>	5:00	6:30			Clarkston
Dec. 9 <sup>th</sup>	6:00	7:30			KIPP ATL
Dec. 10th	3:30	5:00	6:30	8:00	@ELCA
Dec. 13th			6:00	7:30	@OLM*
Dec. 14th	6:00	7:30			North Springs
Dec. 16th			TBA	TBA	Henry County
Dec. 17th			TBA	TBA	High Classic
Dec. 19th			TBA	TBA	Henry County
Dec. 20th			TBA	TBA	High Classic
Dec. 28th			TBA	TBA	Lanier
Dec. 29th			TBA	TBA	High School
Dec. 30th			TBA	TBA	Tourney
Jan. 3 <sup>rd</sup>		4:30	6:00	7:30	@Whitfield*
Jan. 7 <sup>th</sup>	3:00	4:30	6:00	7:30	@Paidiea*
Jan. 10 <sup>th</sup>		4:30	6:00	7:30	@WD Mohammed*
Jan. 12 <sup>th</sup>	5:30				@Paidiea
Jan. 13 <sup>th</sup>			6:00	7:30	@FPD*
Jan. 14 <sup>th</sup>			4:30	6:00	@Riverwood
Jan. 17 <sup>th</sup>			6:00	7:30	@Yeshiva
Jan. 21 <sup>st</sup>			6:00	7:30	SACA*
Jan. 25 <sup>th</sup>	6:00	7:30			@North Springs
Jan. 27 <sup>th</sup>	6:00	7:30			@KIPP ATL
Jan. 28 <sup>th</sup>	2:15	3:30	5:00	6:30	ELCA*
Jan. 31 <sup>st</sup>		4:30			@Woodward
Feb. 3 <sup>rd</sup>		4:30	6:00	7:30	Landmark*
Feb. 4 <sup>th</sup>	2:00	3:00	5:00	7:00	Strong Rock*
Feb. 7 <sup>th</sup>			6:00	7:30	Tech *
Feb. 10th	5:00	6:30			@ESA
Feb. 11th			5:30	7:00	@Lakeside
Feb. 13 <sup>th</sup> -18 <sup>th</sup>			TBA	TBA	Region TBA
Feb. 24th			TBA	TBA	1 <sup>st</sup> round State
Feb. 28th			TBA	TBA	2 <sup>nd</sup> round State
Mar. 8 <sup>th</sup>			TBA	TBA	Semifinals
Mar. 9 <sup>th</sup>			TBA	TBA	Finals

## **Coach Gordon Update**

### **Program Updates**

We are now in week 4 of our young football season. The Hornets are 1-3 so far this season with close losses to Robbinsville, NC, Best Academy, and Lanier High School. The Hornets faced 5A High School Westlake High School on Thursday September 15, and won 32 – 12. We will face 4A Creekside High School on September 22. Playing the larger 4A and 5A Schools will prepare the young Hornet Football Team for its State Championship run next school year. The Hornets will be eligible to compete in 1A Region 9 in GHSA for a State Title in 2012. As a result this young team has made tremendous strides this year and remain competitive against bigger schools that we would not normally play in our 1A classification.

The ESPN fundraiser will begin on Monday September 19, and conclude on October 21. The fundraiser is to help aide the parents in reducing the program fees for the season. As program fees continue to come in we have taking the initiative to seek help in assisting our parents with ways to help our cost. The fundraiser allows each player to sell a two year subscription at a cost of \$40 (52 issues). Our program would retain \$30 of each magazine sell. The Hornet Football Team and Coaches will also help volunteer at the fundraiser table at Happy Day Festival on Saturday September 17, 2011.

On Tuesday September 13, 2011 the hornet football team participated in a Visa Financial Literacy Program in Partnership with the NFL Players Association. The event was hosted by Lt. Governor Casey Cagel and Roddy White of the Atlanta Falcons. The program allowed the Lt. Governor to coach a team comprised of Hornet players as well as Roddy White with the other Hornet players. The game had players answering personal financial questions that will help them understand the importance of good financial skills. Atlanta Falcon Roddy White shared with players the pitfalls of his poor financial discussion affected his financial stability in his first NFL deal.

Football Revenue to date: + \$ 5,155.00

Football Expense to date: - \$ 26,684.58

Our top 4 football collegiate recruits are Darius Demps, Quadiyr Harrison, Christopher Lawrence, and Keante Thurman. They are being recruited by Auburn, Kentucky, Clemson, Purdue, Vanderbilt and Florida State University just to name a few. HCCA football athlete's continue to have mandatory study hall. we are pushing to have all football players to take the SAT in October.

Attached is an EXCEL spreadsheet entitled "General Ledger HCCA Football Revenues and Expenses as of 9-18-2011"

## Communications Department Update

### COMMUNICATIONS DEPARTMENT REPORT SEPTEMBER 26, 2011 BOARD MEETING

- Ms. Gretchen Thornton, the new Curator of the Teaching Museum South, spoke at the Exchange Club meeting on August 23. She introduced herself and the programs at the museum. She expects to work closely with Hapeville Charter School.
- Planning continues for the November 12 recycling event in conjunction with Keep South Fulton Beautiful and the East Point Community Action Team.
- As a part of our partnership with KSFB and EP-CAT, and as an outgrowth of the recycling events, our community partners will hold a spaghetti dinner fundraiser at Hapeville Charter Middle School on Thursday, September 22 during the first PTCO meeting. The healthful menu includes whole grain spaghetti and a fresh tomato and basil marinara sauce and salad (using herbs and vegetables from our community garden.) The cost is \$5.00 per plate on a first-come, first-served basis. The proceeds will be divided among the three community partners. It is anticipated that this will become an on-going fundraiser. Three hundred flyers for the event were distributed at the September 17 Hapeville Happy Days festival.
- Hapeville Charter Middle School and Hapeville Charter Career Academy were represented at the Hapeville Happy Days Festival on September 17. Mr. Rainey, Ms. Lowe, Dr. Martin and several faculty and staff were in attendance.
- School representatives are continuing to meet with CEFGA officials regarding the A.C.E. Academy development. The next meeting is scheduled for Thursday, November 3, followed by the committee members attending the Hapeville/Westlake football game.
- The Exchange Club "SAFE" Committee continues its pursuit to serve the community, particularly those in need. Uniforms, food and other necessities are being provided by the Exchange Club for needy families. The committee is coordinating with Ms. Lowe and Ms. Barnes for assistance through the "SAFE" committee for HCMS.
- In addition, the Exchange Club is collecting BoxTops for Education and Campbell Soup Labels for HCMS.

Judi Grubbs  
Communications Director