

Collaboratory Preparatory Academy Board Meeting 01/11/18

Attendees- Trey Traviesa, Suzanne Legg, Kevin Scott, Darren Curtis, Heather Jenkins, Crystal Fountain, Victoria Baptiste

Agenda

- 1. Call to Order** - Trey Traviesa calls meeting to order at 5:31pm
- 2. Additions or Corrections**
- 3. Approval of Minutes for 12/11/17 Meeting**
 - a. Suzanne Legg Motions to Approve. Kevin Scott Seconds. No Objections. Approval by unanimous consent.
- 4. Public Comment on Agenda Item**
- 5. Reports/Discussion**
 - a. Quarterly Financial Report-
 - i. **Trey** - From a financial standpoint we're in really good shape. Our main sources of income are the general operating funds from the district, contributions or donations from Trey or the foundation, and the CSP grant. We have utilized about \$215k out of \$525k so far. Heather is utilizing grant program by program as we determine what is needed. We have 2 years to pull from grant. Donations and foundation expenditures are primarily facilities and capital related. About 10% is used to shore up operating expenses. Have reorganized staff with fewer teachers and more paraprofessionals based on need, which has also been positive financially. Goal is to get school on break even.
 - ii. **Heather** - Emotional and behavior services are needed for students. Only 2 social workers for about 40 schools, so we are enlisting outside help for counseling through Trey's contacts. Expense is about \$2-3k so far.
 - a. Darren Curtis motions to approve. Suzanne legg seconds. No objections. Approval by unanimous consent.
 - b. Academic update -
 - i. **Heather** - Kindergarten- 90% are reading at grade level. Doing well in math. Science kits from delta and Amplify are big hit with all grades (hands on experiments and labs). First Grade- At the end of the quarter they are recognizing letters and sounds with 100% accuracy. Defining parts of speech with 100% accuracy. Math is 88% accuracy for addition and subtraction. Engaging with istation

to provide data. Second Grade- also doing well academically. Third grade is the most challenging academically. Math- 58% Tier 1, 11% Tier 2, 29% Tier 3. Language arts- 29% on Tier 1, 47% Tier 2, 23% Tier 3. (*Tier one*- performing at grade level with no extra support. *Tier two*- Students who are doing well but no at grade level and getting additional support. *Tier three*- require more extensive intervention and in our case receiving ESE support). Trying to bump those students up to tier one. Using NWEA to test math, which interfaces with Khan academy. Getting two thirds of the cost covered by STEP UP program, which has a great deal with NWEA. Spoke about PATHS curriculum at recent principals meeting. Was well received and asked about by other schools.

c. Enrollment update-

- i. **Heather** - A few days previous, sent out letters of intent to re-enroll to parents, 75% have resigned for next year. Have until end of month to respond. Lottery registration starts February 1st. Sent out 5,000 mailers to area homes with children ages 4-9. Sent out invites and stacks of flyers to 45 VPKs. Will do follow up calls to answer questions, offer tours, offer parent info sessions in-house, etc. Family fun day on January 20th for prospective new students and parent to come in for tours, talk to teachers and activities for children. Focusing on building kindergarten numbers as mentioned in our 12/11/17 board meeting. Offering paper registration forms since parents seem resistant to online registration. Want to do info sessions at local churches in community for more outreach. March 1st will be lottery drawing date, more details to follow.
- ii. **Trey**- Need to improve website content for outreach purposes. Will be in touch with web devs from Dayspring site. Also reaching out to Ernest Hooper from the Tampa Bay Times, and get something written in the next month.

6. Consent Agenda

7. Old Business

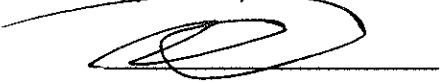
8. New Business

9. Comments – As Needed

- a. Public
- b. Principal
- c. Board

Kevin Scott moves to adjourn, Darren Curtis seconds. The meeting is adjourned at 5:57pm.

Approved by Board President

A handwritten signature in black ink, consisting of several overlapping loops and a horizontal line at the end, positioned below the text "Approved by Board President".