

**Board of Trustees
Meeting Minutes
August 22, 2023**

Members Present:

Erin Albright
Christina Jones
Schuyler Malachi
Jeff Nellhaus
Pamela Taylor
Jennifer Ubiera
Sterling Ward
Shamera Wilkins
Tonya Winston

Admin Present:

Tracy White, *Chief Executive Officer*
Rosee Ragin, *Executive Director of Student Support Services*
Pamela Merckerson, *Executive Director of Talent and HR*
Kristin Yochum, *Executive Director of Operations*
Monya Bundy, *Executive Operations Coordinator*

Opening

Ms. Albright called the meeting to order at 6:02pm, and welcomed Ms. Yochum, Paul's new Executive Director of Operations.

Approval of Board Meeting Minutes

Ms. Albright requested a motion to approve the June 2023 meeting minutes. Ms. Jones moved to approve the minutes, and Ms. Wilkins seconded the motion. The motion was approved unanimously.

Executive Reports

After a review of the SY23-24 organizational shifts, to include the addition of the Senior Leadership Cabinet (a team of Assistant Directors), each Executive Director reviewed their SY23-24 priorities.

CEO- Academic Priorities

The primary goal of Paul's academic leadership team is to verify what scholars are retaining, and how to strategically address evident needs. The following practices are in place to support this goal:

- Improving the fidelity and implementation of the Response to Intervention (RTI) Process, which targeting a subgroup of students with individual needs
- Strengthening the impact of learning recovery strategies.
- Addressing curriculum planning and instruction through unit digestion and collaborative structures

- Using formative assessment data to strengthen teacher proficiency and small group instruction to support differentiated instruction

Student Support Services

The overarching goal of the SSS department is to determine the impact of accommodations and ensure scholars are adequately prepared on a socioemotional level for life beyond Paul.

SY23-24 priorities are as follows:

- Explicit teaching of expectations, social skills, and socioemotional strategies
- Partnerships with community agencies
- Monthly wellness initiatives
- Attendance oversight
- Progress monitoring of Non- Public Placement students
- Closing gaps via intervention techniques
- Monthly professional development opportunities
- Postsecondary planning
- Implementation of services to ensure academic achievement

Talent and Human Resources

The Talent department emphasizes the importance of staff wellness, retention, and performance through exercises to boost morale and encourage collaboration. Priorities include:

- Comprehensive benefits
- Enhanced compensation
- Thorough evaluative practices
- Coaching support
- Routine awards and recognition opportunities
- Collective effort between hiring managers and their direct reports to maintain excellent teacher performance

Operations

The Operations department aims to conduct analyses to determine needs throughout the building and use this information to support strong programming. Priorities include:

- Long term facility management plans
- Technology investments and device management
- Streamlined IT management practices
- Marketing and engagement action planning as it pertains to recruitment and enrollment
- Extended Day programming revamp

Treasurer's Report

Paul PCS ended SY22-23 with 220 days of cash on hand, exceeding the debt to service coverage ratio with \$2.14M in excess. Our cash balance at the end of the school year was \$2.3M above budget.

Commonfund representatives will work closely with Paul in the upcoming months to determine Paul's best investment options. This information will be reviewed within the Finance Committee before being shared with the full board.

New Business

IEP Certificate Track Program

Mrs. Ragin shared the IEP Certificate of Completion program available to students if a high school diploma is not appropriate for certain students with IEPs. After a review of the document outlining requirements and associated assessments, Mr. Ward moved to approve the IEP Certification Policy, and Dr. Malachi seconded the motion. The vote was approved unanimously.

Quality Site Review

Dr. White announced the 5-year Quality Site Review facilitated by PCSB and shared current requirements and monitoring factors (compliance, student progress, etc.).

Board Goals

Ms. Albright shared that Committee Chairs will review the Board Effectiveness Diagnostic Data and bring feedback to September Executive Committee meeting. From there, Ms. Albright will conduct an overall assessment and make appropriate suggestions on policies and procedures and bring this information to the full Board in September for approval.

Board Vacancy

The Board is currently looking to fill one vacancy, preferably to serve on the Governance or School Performance Committee.

Closing

The next board meeting will be held on September 26, 2023. There being no further business to address, Ms. Albright adjourned the meeting at 7:10pm.