



## Board of Directors Minutes

Hope Tolson Campus  
Virtual Zoom Meeting  
Thursday, July 29, 2021 5:30 p.m. EDT

### I. Meeting Called to Order

The meeting was called to order by the Board Chair at 5:38 PM, Thursday, July 29, 2021.

### II. Roll Call

Board Member	Present	Absent
Austin Alderdice	X	
Shereefat Balogun		X
Dana Bogle	X	
Alteria Brown		X
Rebecca Doherty	X	
Neha Patel	X	
Susan Sabella	X	
Kerry Smith	X	

- a. Approval of Board Agenda  
Motion: Susan Sabella      Support: Austin Alderdice
- b. Approval of Board Minutes  
Motion: Austin Alderdice      Support: Kerry Smith

### III. CMO Report

- a. Academic Support Update  
The academic update was presented by Andrea Robinson and Alexis Giles.

Andrea introduced Hope's new Regional Director, Melissa Morris and Instructional Specialist, Alexis Giles, who are both excited to be working with the scholars and families within our community. Melissa and Alexis are looking forward to collaborating and making this a successful school year.

A new climate and culture survey was conducted at the Hope Community Kick-off Meeting. The survey results overwhelmingly demonstrated how much the staff is aligned with our vision for this next year.

PLA's fourth annual Leadership Institute recently wrapped up. This year's Leadership institute focused on development and data driven instruction. Other topics included time management, organization, and breaking down goals.

Alexis discussed the upcoming PLA Teacher Institute which will be held in the coming weeks. During Teacher Institute, school leaders and staff will delve into Hope's mission and vision, goals, and PER – Proficiency, Enrollment, and Retention. Staff will also be participating in refresher courses, as well as training for new curriculum and Kickboard. These sessions will ensure each resource is implemented properly and used effectively.

One of this year's focus will be to attack small group instruction while our overall goal will be to increase proficiency. PLA will manage the Appletree PreK and Preschool initiative that uses *The Every Child Ready* curriculum. It is an engaging evidence and standards based curricular program that balances independent, play-based learning with whole and small group instruction. PLA and Hope are excited about these new initiatives and the positive impact they will have on our scholars!

b. Principal's Report

The State of the School report was presented by Okiemute Pela.

Principal Pela discussed the proposed dates for staff professional development and highlighted the school's handbooks: Employee Handbook, Family Handbook, and Campus Handbook. The school staff is working hard on community engagement and getting parents out to events as much as possible.

c. Financial Update

Eva Spilker presented the financial update.

There was no financial report for the month of July. Eva shared the processes and procedures for financial transactions and will share the procurement procedures at the next Board of Directors meeting.

**NEXT STEPS:** Rebecca would like the processes and procedures to be presented again during the next meeting along with the procurement procedures, and petty cash fund guidelines and procedures. She would also like to know how this information is being disseminated to staff (e.g., via email, training). Rebecca kindly request that the proper parties sign an agreement stating that they have read and understand the processes and procedures.

d. Operations Update

An operations update was presented by Enjuelle Livingston.

The operations team is currently focusing on refreshing the building with Hope Community branding and preparing to welcome back scholars and staff for the new school year. In the next 90 days the operations team will conduct building assessments and prioritize enhancement projects.

**IV. Old Business**

None

**V. New Business/Action Items**

The board voted unanimously to approve items a-g curriculum purchases.

Motion: Susan Sabella      Support: Austin Alderdice

- a. Approval of Eureka Math
- b. Approval of Eureka Math PD
- c. Approval of Edgenuity
- d. Approval of Orton-Gillingham Classroom Materials K-2
- e. Approval of Learning A-Z
- f. Approval of Newsela Social Studies
- g. Approval of Appletree Curriculum Materials

**VI. Open Communication/Public Comments**

None

**VII. Meeting Adjourned**

A motion was made to close the board meeting and adjourn the meeting.

The meeting was adjourned at 7:03 PM.

Motion: Kerry Smith      Support: Susan Sabella

The board went into a closed session to discuss business matters, onboarding members, and professional development for the Board of Directors.

**The next meeting is scheduled for Thursday, September 16, 2021 at 5:30 p.m. ET.**