



## Board of Directors Minutes

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

### I. Meeting Called to Order

The meeting was called to order by the Board Chair at 5:46 PM, Thursday, September 30, 2021.

### II. Roll Call

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

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

### III. CMO Report

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

Alexis reported that Reading Advantage is off to a great start. Teachers are excited about this new program and recently spent four weeks working alongside the reading interventionists and assessing scholars.

Staff also participated in two weeks of in-service. A huge shout out to Ms. Stone and Ms. Pela for their hard work and team building exercises!

Scholars recently finished the MAP assessment and staff has been able to analyze and use this data to create small groups. Teachers are excited to get the ball rolling on our new preschool curriculum and getting accustomed to using Google classroom.

b. Principal's Report

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

Principal Pela provided an overall update and stated that her current focus is ensuring a strong culture of student life and parent engagement.

**ACTION ITEM:** Provide a deadline for school nurse to adhere to COVID testing guidelines.

c. Financial Update

Eva Spilker presented the financial update.

All policies, procurement processes and procedures, and PEX card policy were reviewed at the finance committee meeting.

**ACTION ITEM:** Update on PEX card distribution.

**ACTION ITEM:** Provide an update on staff being trained; reviewing and acknowledging the PEX card policy.

d. Operations Update

An operations update was not presented.

Rebecca gave a brief overview and update of the facilities.

**IV. Old Business**

- a. Financial processes and procedures were presented and discussed
- b. Discussion was had regarding how the financial processes and procedures are being disseminated to staff
- c. Acknowledgment was made to have the correct parties sign all requested documents for financial processes and procedures

**V. New Business/Action Items**

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

Motion: Susan Sabella      Support: Dana Bogle

- a. Approval of HMH Collections – ELA 6-8
- b. Approval of Fountas & Pinnell Guided Reading
- c. Approval of Newsela Science
- d. Approval of Phonics Materials – S.P.I.R.E. and Project Read
- e. Approval of Savvas Reading Street – ELA K-5
- f. Approval of Curriculum Associated iReady

- g. Approval of Goalbook
- h. Approval of Contract Services, Paradigm Therapy Partners
- i. Approval of Black History 365

**ACTION ITEM:** Rebecca requested a monthly enrollment update be provided.

**ACTION ITEM:** Rebecca requested a Tier 1 progress report/dashboard be provided at the next board meeting.

**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 6:51 PM.

Motion: Austin Alderdice

Support: Kerry Smith

The board went into a closed session to discuss business matters regarding additional board members.

**The next meeting is scheduled for Thursday, October 28, 2021 at 5:30 p.m. ET.**