



# Persistence Prep Board Meeting Minutes

October 17, 2018  
 6:00pm – 7:30pm  
 833 Michigan Ave  
 Buffalo, NY 14203

**Mission**

*Through rigorous academics, high-quality instruction and leadership development, Persistence Preparatory Academy Charter School ensures that all K through 8 scholars are firmly on the path to succeed within a four-year college and create positive change within their communities.*

Subject to applicable law and to any adopted regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker, members of the public shall have an opportunity at the meeting to directly address the Board of Trustees of Persistence Prep concerning any item in this notice during the public comment period. Members of the public and all other interested parties are cordially invited to attend the meeting in person at the above-described location. Individuals wishing to speak at a Board meeting must sign up at the meeting, using the signup sheet provided by Persistence Prep. There will be no sign ups in advance of the meeting. Speakers must sign up prior to the item being acted upon by the Board.

<b>Meeting Called By:</b>	Dan Greene, Board Chair	<b>Goals of the Meeting:</b> <ul style="list-style-type: none"> <li>● Determine feasibility/impact of a possible shortening of the school day</li> <li>● Review &amp; analyze academic data from first round of student assessments</li> <li>● Provide input on draft lease for long-term facility update</li> </ul>
<b>Board Member Attendees:</b>	Dan Greene	
	Ken Newsom	
	Amanda Winkelsas	
	Marta Clark	
	Cord Stone	
	Catherine Roberts	
<b>Board Members Absent:</b>		
	Derrick Parson (attended via phone) Jillian Suttell (attended via phone) Mario Hicks	
Guests:	Mischa Russo, WNY Women's Foundation	

**Other Items –**

**Board Vice Chair, Marta Clark, joining virtually from:**

Bronx Community College  
[2155 University Avenue](#)  
 South Hall, Room 208  
 Bronx, NY 10453

**Trustee, Cord Stone, joining virtually from:**

[Marriott New Orleans](#)  
 555 Canal St  
 New Orleans, LA 70130

AGENDA ITEM	LEAD	MATERIALS	TIME	ACTION
<b>I. Welcome</b>			6:00pm	
A. Call the Meeting to Order	Chair		6:00pm	DG @ 6:01 p.m.
<b>II. Public Comment</b>	Chair	Introduction of Mischa Russo, Women's Foundation	6:00pm	
<b>III. Consent Agenda</b>	Chair		6:10pm	
A. Approval of: September Meeting Minutes, Committee Meeting				<b>VOTE</b> <b>First: KN</b> <b>Second: MC</b>

Minutes				For: CS, AW, DG Against: NONE Abstain: NONE
IV. Committee Reports	Committee Chairs	<p>Finance-Obtaining timely financial reports from CPA; credit card statements obtained</p> <p>Facilities-Task force met with John Williams and others who have done similar projects in Rochester</p> <p>Governance-Met to plan board retreat; planning for committee reporting structure and simplified goals</p> <p>Development-Giving Tuesday strategy; board giving around Giving Tuesday; using year start of November as giving year date for board; JF updating the Giving Tuesday platform with updated needs/wishlists to connect donors to impact</p>	6:10pm	<p>Motion to make annual board giving cycle coincide with Giving Tuesday-November:</p> <p><b>MOTION: MC</b> <b>Second: CS</b> <b>For: CS, AW, DG, CR</b> <b>Against: NONE</b> <b>Abstain: NONE</b></p>
V. Review of Monthly Financials	Treasurer	<ul style="list-style-type: none"> <li>● August financials</li> <li>● September financials</li> </ul> <p>JF to outline budget changes to adjust for transportation on days when BPS is not in session.</p> <p>Concern over timeliness of financials from back office provider and finance committee follow-up with back office provider</p>	6:20pm	<p><b>VOTE</b> <b>First: KN</b> <b>Second: MC</b> <b>For: AW, CR, DG, CS</b> <b>Against: NONE</b> <b>Abstain: NONE</b></p>

<p><b>VI. Proposed School Schedule Change</b></p>	<p>Head of School</p>	<p>Too many families would not be able to accommodate the daily schedule change and this would force families to pull their children. The daily schedule will not change, though exploring options for Friday schedules with community partners</p> <p>Options for Friday shortened days: BEST SELF PAL WAVE Other community partners</p>	<p>6:30pm</p>	
<p><b>VII. Academic Terms Review</b></p>	<p>Academic Accountability Chair</p>		<p>6:50pm</p>	
<p><b>VIII. Head of School Report/Dashboard</b></p>	<p>Head of School</p>	<ul style="list-style-type: none"> <li>● Attendance strategy</li> <li>● Suspension and space concerns for more in-school approaches/reset rooms</li> <li>● Understanding individual student needs in anticipation of PD and other supports needed</li> <li>● Morning clubs for coping skills in response to community violations</li> <li>● Classroom resets and break boxes; leadership presence in the room throughout the day-- leading to early decline trend for October</li> <li>● Staff to non-violent crisis intervention training</li> <li>● Social worker leading PD</li> <li>● Behaviorist to observe and provide strategies and insights</li> <li>● Used STEP data to inform targeted instruction in the areas where students struggled</li> <li>● Opportunities for structured board volunteer</li> </ul> <p>Follow-Up:</p> <ul style="list-style-type: none"> <li>● Substitute teacher-getting sub list from BPS; Americorps ABLE; Canisius Teacher Residents</li> <li>● Reasonable accommodation-- completed/signed</li> <li>● Financial Reporting Timeliness</li> <li>● ESC-Exit Interview; DG follows up with JS</li> </ul>	<p>7:00pm</p>	



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IX. Closing Items			7:25pm	
A. Next Steps	Chair	Committee Meeting Reports and Template  By November-Goals for each committee meeting solidified; reporting using the new template		
B. Adjourn Meeting			7:30pm	<b>MOTION: KN</b> <b>Second: CS</b> <b>For: CR, DG, AW, MC</b> <b>Against: NONE</b> <b>Abstain: NONE</b>
X. Executive Session		Anticipate executive session to provide input into long- term facility lease negotiations		