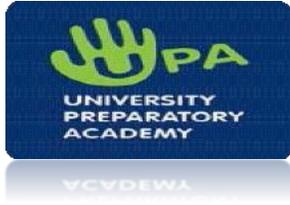




University Preparatory Academy

January 20, 2016 • School Board Meeting



University Preparatory Academy

School Board Meeting Agenda

University Preparatory Academy, Inc. - Board of Directors

January 20th, 2016 11-12:00pm

2101 N. Australian Ave. West Palm Beach, FL 33407

- I. Opening Session
 - A. Call to Order & Roll Call
 - B. Agenda Modifications and Approval of Agenda
 - C. Approval of Minutes
 1. November 18, 2015
 - II. Public Comment
 - A. Introduction of procedures for public comment
 - B. Public comment
 - III. Report
 - A. School Report
 - B. Curriculum Report
 - C. Financial Report
 - IV. Consent Agenda
 - V. Board Discussion/ Actions
 - VI. Next Steps
 - A. Next board meeting: **Thursday, March 3**
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University Preparatory Academy

School Board Meeting Minutes

University Preparatory Academy, Inc. - Board of Directors

November 18, 2015 -11:45-12:30pm

2101 N Australian Ave, West Palm Beach, FL 33407

I. Opening Session

A. Call to Order & Roll Call

Present: Anthony Polazzi, Melissa Klafter, Britt Pogue and Darryl Cobb

Others Present: Darius Adamson, Tracy Jordan, Dayna Sanders and Linda Merus

B. Agenda Modifications and Approval of Agenda

- No Modifications- Agenda Approved

C. Approval of Minutes

- Approval of Minutes – November 18- Moved by: Britt Pogue **Seconded:** Melissa Klafter **Approved:** Unanimously

II. Public Comment

A. Introduction of procedures for public comment

B. Public comments

- None

III. Reports

A. School Report

- Current enrollment is 79 students. FTE enrollment for October was 75 students. We currently have 4 classroom teachers
- The school has partnered with Revival Community Center, a local food bank to provide nonperishable items to neighborhood in need
- Partnered with Faith's Place Center to recruit students who reside in the Northboro neighborhood
- We are currently seeking two additional teachers to support student capacity of 108
- UPA Palm Beach is a Title I school because 97% of students are on free or reduced lunch. On Dec 4th the school district will review documentation in order to grant additional funds to the school
- UPA –Palm Beach has launched Saturday school twice per month. Saturday school dates are scheduled accordingly to grade levels

B. Curriculum Report

- PD sessions will be held by the University Of Chicago (STEP Assessment)
- All teachers were provided with copies of the book, titled Great Habits Great Readers
- All scholars will participate in Orchard Now an online intervention program that is aligned with Common Core and Florida State Standard
- All scholar will participate in Corrective Reading and Reaching Mastery for a minimum of 45 minutes daily to improve phonics and fluency skills
- Continued discussion on curriculum

C. Financial Report

- As of October 2015 YTD revenues are favorable by 19K and YTD expenses are unfavorable by 228K
- Higher than budgeted due to start up related activities
- Cash on hand is favorable
- More discussion held on cash on hand

IV. Consent Agenda

- None

V. Board discussion/Actions

- None

VI. Next Steps

- Next board meeting date is Jan 20

VII. Adjournment

- Meeting adjourned at 12:24PM
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School Report

Enrollment and Recruitment

Current enrollment is 88 students in K-2 grades. We currently have 5 classroom teachers. This is an increase of 14 students from October's FTE.

The following recruitment events have been planned for January with the target goal of recruiting an additional 20 students for February FTE:

Open House for Interested Families/ VPK Directors: Jan. 14, 21, 28

City of Riviera Beach Martin Luther King Parade: January 16, 2016

Family Fun Day at UPA: January 23, 2016

VPK Site Visits: January 18, 2016

Staffing

We are currently seeking 2 additional teachers to support student capacity of 108.

UPA Palm Beach has partnered with FAU and Palm Beach State College for the purpose of recruiting highly qualified teachers. These recruitment events will commence in May 2016.

CSP Implementation Budget

Phase 1 Implementation Budget of \$300,000 has been submitted to the Florida Department of Education. This budget is under review, and we anticipate approval no later than February 1, 2016.

Class Size Requirements Fine

University Preparatory Palm Beach was incorrectly fined for being out of compliance for class size requirements. This is an error, and the principal has submitted an appeals report. The error has been identified as a data processing mistake on the part of the school district. Therefore, the charter office of the Palm Beach School District has provided the school with documentation that UPA was in compliance. Final appeals decision will be in April 2016.

Winter NWEA Assessments

Students took the Winter NWEA Assessments during the week of December 7-11, 2015. See school data in the Curriculum Report.

Academic Initiatives

UPA- Palm Beach continues to provide Saturday School twice per month. The next Saturday School will be January 23, 2016.

The University of Chicago will return on February 1, 2016 to continue to train and observe teachers in the discipline of Guided Reading.

Curriculum Report

Collaboration

- UPA Teachers and administrators have participated in 4 – 5 professional development sessions facilitated by the University of Chicago. The professional development sessions included the following topics: STEP Administration, Data Analysis and Planning for Guided Reading. During the professional development sessions, teachers were provided with opportunities to identify common trends among scholars in phonics, fluency, written expression and comprehension.

Intervention

- UPA Teachers and administrators participated in Reading Mastery and Corrective Reading refresher courses, facilitated by Prime Source, to review assessment and lesson delivery techniques in an effort to increase student mastery at a faster pace. All scholars were provided with a mid-year assessment to identify growth and new instructional levels.
- FSA and NWEA Intervention plans and supporting resources have been developed in preparation for the Spring testing window.

Use of Data

- Administrators participated in a Data Analysis meeting to review FSA T-Score data in an effort to identify common trends across literacy and mathematics standards. Administrators worked with teachers to group scholars by instructional level based on FSA and NWEA data.
- Administrators participated in a Data Analysis meeting to review STEP literacy comprehension data across grade levels. STEP data was used to support the Winter/Spring assessment prep strategic planning sessions being held during the month of January.
- Mid-Year assessments have been created, published and shared with administrators. Mid-Year assessments were created in the format of the FSA with consideration of the NWEA for grades K – 2. Mid-Year assessments will be administered in January of 2015 in an effort utilize the most recent data to restructure lessons, curriculum standards and build rigor within the instructional periods.
- Scholars participated in the Winter NWEA assessment period. UPA Pinellas results indicated that it is growing at a statistically normal rate in comparison to schools across the nation. During the mid-year period, NWEA reports that the normative percentage of students meeting or exceeding targets is an average of 50%. UPA, Inc.'s percentage of scholars meeting/exceeding targets are 51% in reading and 57% in mathematics with an overall percentage of projected RIT of 101% in reading and 108% in mathematics.
- Results from FSA, NWEA and STEP data indicate that there is a common trend in literacy and mathematics. Most scholars are able to read fluently with accuracy, however, they struggle with comprehension (critical thinking, retell, inferential thinking). There is an overreliance on factual references when scholars respond to comprehension questions.

In mathematics, scholars struggle with numbers and operations (number facts, identifying appropriate operations) and being able to retell what the question is fundamentally asking them.

