

**New Millennium Secondary School  
Board of Directors Meeting  
Date: October 17, 2016**

**Attendees:**

**Board Members Present:** Joanne Zitelli, Betty Coleman, Laura Gutierrez

**Board Members Present (Conference Call):** None

**Staff Present:** Samantha Navarro Nichole Sims

**Board Members Absent:** Paul Leaf

Item	Minutes	Action
1	<p><b>Call to Order</b> The meeting was called to order by Betty Coleman at 4:30pm.</p>	Meeting called to order
2	<p><b>Approve minutes</b> Minutes from the July 12, 2016 and August 29, 2016 board meeting were reviewed.  Minutes Approved 3-0. (Gutierrez motioned, Zitelli second).</p>	<b>Minutes Approved</b>
3/5	<p><b>Principal's Report</b> S. Navarro reported gave an update on Discipline. Reported to the board that the suspension report was sent and also talked about positive behavior interventions being put into place to help the students.  S. Navarro reported on Professional Development. She updated the board on the professional learning communities and the lesson plans teachers have been turing in on a weekly basis.  S. Navarro reported on Teacher Evaluations. Mid Year evaluations will begin in the coming week. Teachers will be signing up for observation times. Teacher Development Plan template was also discussed.  S. Navarro reported on Testing Culture. The board was informed that NWEA testing would begin the 17<sup>th</sup> of October and last for 2 weeks. Another round would begin in February or March depending on the pace of the second semester.  S. Navarro reported on School Events. Halloween Carnival is at the end of this month. We are also doing boo grams as part of the fundraiser.  S. Navarro gave an update on Mission/Vision Statements. The teachers will revisit the vision of the school when the next all day professional development is scheduled.  S. Navarro gave an update on Oversight Visit. We have our oversight date set for February 23<sup>rd</sup>. Binders are being prepared for this visit. Teachers have already been informed of the visit.  S. Navarro reported on DVR Visit. The DVR is in a couple of weeks. November 3<sup>rd</sup> our SPED program will be audited.</p>	<b>Information sharing</b>

4	<p><b>Chief Operating Officers Report</b></p> <p>N. Sims reported on Enrollment and Recruitment for the current school year. Our current enrollment is 201 students. The budget was set for 185 students. Our current ADA (attendance %) is 94.7%.</p> <p>N. Sims provided an update on Relationship building with City of Refuge church. Mr. Perry would like to receive board member requirements and school information.</p> <p>N. Sims provided an update on Home Depot. We're still waiting on an answer from Home Depot regarding our application being approved.</p> <p>N. Sims provided an update on Board Member Donation letter. Mrs. Sims is currently working with Mr. Schulte to redraft the letter.</p>	<b>Information sharing</b>
6	<p><b>Presentation of Board Member</b></p> <p>N. Sims presented Dr. Mary Sims's bio to the board members. Dr. Sims was present at the board meeting, which allowed the board members time to interview her. The board members will vote on Dr. Sims membership during the next board meeting in December. The board would like to interview Mr. Ray at the next board meeting in December.</p>	<b>Information sharing</b>
7	<p><b>Educational Effectiveness Plan</b></p> <p>S. Navarro reported on Educator Effectiveness Funds Plan. She explained how the funds will be spent. The plan will focus on professional development opportunities and a wide range of trainings for staff, teachers, and administrators. The school will received \$23,460, which covers funding for 2015-2018 school years.</p> <p>The board accepted and voted to approve the Educational Effectiveness Plan. 3-0 (Gutierrez moved, Zitelli second)</p>	<b>Motion Approved</b>
8	<p><b>Merit Raiser for Staff/Teachers</b></p> <p>N. Sims presented a handout for "Teacher Salary Schedule" for 2014-2015. The salary schedule needs to adjust to meet the salary market for charter schools. Staff members currently receive a 1-6% increase in salary annually. N. Sims suggests the change the percent to 1-4% increase on salary. The adjustment will allow the school to continue to grow without a major impact on the budget.</p>	<b>Information sharing</b>
9	<p><b>Salary Scale</b></p> <p>N. Sims presented the handout for "Teacher Salary Schedule" for 2014-2015. The salary schedule needs to adjust to meet the salary market for charter schools. The board members requested a sample layout, plus updated salary rates. Returning teachers will be grandfathered in to the new plan with their current schedule rates.</p>	<b>Information sharing</b>
10	<b>Administrative Evaluation</b>	<b>Information</b>

	J. Zitelli reached out to POLHS (Port Of Los Angeles High School) board members regarding their evaluation systems for Administrators. The board members will meet with Ms. Navarro regarding the process in November. The board members suggested Ms. Navarro should be a part of the evaluation systems.	<b>sharing</b>
<b>11</b>	<b>Finance Report – August and September Financials</b> Board members tabled the finance report until November special meeting.	<b>Tabled</b>
<b>12</b>	<b>Public Comment</b> No public comments were made.	
<b>13</b>	<b>Meeting Adjournment</b> <b>Motion to adjourn the meeting made by Ms. Coleman at 6:53pm</b> 3-0(Zitelli moved, Second)	<b>Adjournment</b> <b>Motion Approved</b>

Nichole Sims, October 28, 2016