

Codman Academy Charter Public School  
Board of Trustees

Tuesday, December 3, 2024  
5:00pm

[Virtual Only, join us via Zoom:](#)

Meeting ID: 816 2055 4214

Passcode: board

Participants: Kim Williams, Bill Walczak, Derrick Ciesla, Rick Holden, Dawn Leanness, Ibi Wanu, Judith Grant, Henderson, Regina C-M Soyica Jackson, Tryland

## Agenda

### I. Call to Order

- Called to order 5:04 PM
- Welcome from Rick Holden
- Action Item: Approve minutes from November 12, 2024
- Motion to approve Bill Walczak, Second Regina. No discussion, 100% in favor of minutes approved.

### II. General Public Comment

- Judith Grant - I'm place holding for Kate Thunderbank. Is it ok to wait to just a moment
- Kate Funderburk School Librarian Codman Academy. I'm thrilled to report that along with Neighborhood house we will be holding a large book donation through a grant for \$7,000 to make this happen. Huge thank you to all the Codman Staff and the BTU who made this happen. Saturday Sept 7 at the great hall
- Bill Walczak - there is an independent book store that just opened in DOrchester. I'm sure that you have already purchased your books but in the future please consider purchasing locally from places like Just Bookish in Fields Corner.

### III. Board President Report

- Two things we have continued to be corresponding with DESE. Most recently we had some follow up items that have been responded to. This has included language accessibility for our web page and enrollment, an evaluation and review process for our head of school as well as our academic progress.
- In January we will have a interim review and update on progress, at the end of the year we will have a formal review of his goals and performance.
- We are encouraging all school board members to make your donation to the school, we would like to see something done of any amount to showcase your commitment to the school and

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demonstrates involvement at the Board level. This will show we are supporting the school not just with time but also with financial backing.

IV. Head of School Report

- [Head of School Report](#)
- Highlights: Thanksgiving meal distribution for Codman families thanks to a partnership with Commonwealth Kitchen. Spirit Week, Multicultural Night, Grade 10 Potluck organized by Codman Alumni and teacher Maia.
- Principal Jackson this was an opportunity to celebrate our diverse school and the multitude of cultures and communities that are represented in our school. This was a successful event that allowed our families to engage with our students and community.
- Dr. Samules has joined as our college and career readiness. We are rocking and rolling with Campus Bound. The first leg of the hard work was the common application, the second step will be FAFSA night and a working session for our families to support them with expert guidance to complete their FAFSA and CSS profile
- Open Position: Special Education, ML teachers. We have had success with some interviews and we will have an individual starting in January to help bring us into compliance. Family Liaison, Alumni Support Coordinator, Physical Education are still open. Updates on hiring are shared weekly in the sunday newsletter
- Our current enrollment was full enrollment in at the DESE capture they will take another snapshot in March
- Rick - We have a low enrollment in grade 10
- I can't speak to the enrollment but I believe that we can't enroll students after grade 10.
- Bill - I believe this is a practice but not a requirement it would be worth checking out. It is possible that if a student came in that we should consider enrolling them
- We are close to launching our new web page to help with recruiting new scholars for the next school year.
- Shared the Attendance data. We are looking to bring in a family Liaison to help drive this work and support our families and ensure that our students have what they need to attend regularly.

V. Finance Committee Report

- Dawn Leanness: We are in a strong financial position. We are coming in slightly ahead on revenue. We are in a green level for DESE. It means that we are managing our cashflow well, which is a change in where we have been historically.

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- There is a page that also talks about the rental agreement. When we purchased the building we agreed on a rent until the unwind process. In 2022 the rent went up, we don't move money monthly we true up at the end of the year. We are hoping the foundation will renegotiate the rent agreement. We are recommending and hoping that that foundation will work with us to consider a rent that is manageable for the school.
- Rick: 1.2 is a sizable amount and we hope that the foundation will forgive this amount and work with the school to set an appropriate rent moving forward?
- Dawn: We are not expecting them to forgive it completely but that they will go back and use the updated rent agreement so that the school will owe a small amount to them at the end of the year.
- Derrick - We are trying to have the school in good fiduciary health. We are still working to fill positions but we are doing our best to manage the budget.
- Rick - You have made headway on some of the positions right?
- Derrick - yes we have made some great hires who are fighting in

VI. Academic Committee Report

- Derrick - We are making headway on the academic committee we are in partnership with Lynch Leadership doing academic rounds, coaching and supporting and teachers as needed through our Chief Academic Officer and the Coaches. Dr. Bott is getting really granular with the committee on what our conditions are and to make corrections as needed based on the data and results or our assessment process. We are also implementing a tiered support system for students as needed led by our school leaders to ensure that SST and MTSS are happening and students are getting what they need.
- Rick Holden - We have meetings scheduled for the remaining school year as well as some checkpoints where we will share out data

VII. New Business

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VIII. Adjourn

- Have a great Holiday Season for all
- Finance Committee meeting next week
- Bill motioned to adjourn Regina Second. Meeting was adjourned at 5:41 PM

Enclosures

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- [Minutes from Nov. 12, 2024](#)
- [Head of School Report November 12, 2024](#)
-  [Codman\\_Finance Committee Materials\\_10.2024.pdf](#)

