

Codman Academy Charter Public School
Board of Trustees Meeting

Monday July 15, 2024
4:00pm
[Virtual](#)

[Agenda](#)

Members Present: Chair Rick Holden, Dawn Leanness, Yves Salomon-Fernandez, Sebastian Hamilton, Bill Walczak, Regina Campbell-Malone, Tiana Stephens, Derrick Ciesla

Others Present: Elizabeth Reynolds Lupo, Julia Bott, Heather Garrety, Soyica Jackson, Kimberly Williams, Monet Brathwaite

- I. Call to Order
 - The meeting was called to order by Rick Holden at 4:06pm
 - Tiana Stephens made a motion to approve the [June 4 minutes](#), Sebastian Hamilton seconded the motion. No discussion. Six members voted to approve and one abstained. Motion to approve the June 4th minutes passed.
- II. General Public Comment
 - No public comment
- III. Board President Report
 - We are excited about the new team
 - We thank Diana Lam for her guidance over the last year.
- IV. Head of School Report
 - Introduction of Leadership Team
 - Initial Comments
 - Thanks Bill Walczak, Diana Lam, and Rick Holden for welcoming me and my team.
 - Unionization - Petition to unionize was submitted May 21st. We are in the initial stage of conversation with the BTU.
 - Hiring
 - We are in good shape for our upper school
 - The lower school is in process of firming up their hires
 - Leadership institute will be 7/16 - 7/18
 - We will then begin planning for the faculty and staff leadership retreat which will take place 8/15-8/22
 - Enrollment - the magic number is 345 we are about 11 from that.
 - We are confident that we will be fully enrolled for SY24-25
 - What we thought was important was to share where Codman is at academically. Our goal is to change student outcomes for the better and ensure they are

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successful. Giving them access and opportunities

- Julia Bott Chief Academic Officer Presents:
 - Sharing and building a standard of Excellence
 - Theory of action that will drive outcome
 - The Codman Assessment System Strategy - shares formative and summative assessment.
 - Science of reading the research is showing we have not consistently used a scientifically informed system of teaching reading.
 - DIBLES is administered three times a year. What we want to see is growth in green and blue and decrease in yellow and red. One area that needs to be addressed is Phonemic Awareness. As well as word Reading.
 - Ensuring that we have strong Tier 1 instruction especially in K1-2. Good Tier 1 instruction is knowledge building. We notice that there are a lot of interventionists at Codman but you can't intervene your way out. When your whole class has a fever you have a problem and we need to norm what high level Tier 1 instruction is. We will be working to develop teachers on how to build intentional small group instruction
- Yves Salomon-Fernandez
 - Are students allowed to enter the school, admittance after primary grades? So you can see if your work is paying off?
 - (1) Students can enter at any grade level except 10 - 12
- Yves Salomon-Fernande
 - What is the attrition?
- Rick Holden
 - We have about 30 coming in and 30 going. That transition happens a lot in grade 8. About half of that class transitions to a different school
 - Some of this is the result is geographic location
- Yves Salomon-Fernande
 - General statistic on SPED and ELL?
- Heather Geary - Chief of Special Education and ELL
 - So right now as I understand it codman has a low incident of EL students ranging from 30-35
 - About 20% Special Education
- Julia Bott
 - Leadership Retreat
 - Establishing a collective purpose
 - Standard of excellence - the bar is the bar so we will need to build in access point

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- Clear instruction and climate priorities - set the stage for the educators when they come in. Giving teachers the opportunity to have voice and share their ideas
- Hear from several experts on the standard of excellence.
- Lots swirling around at codman but it needs to be firmed up with a shared vision and priorities through the theory of action.
- Dr. Kimberly Williams, Equity SEL, Climate & Culture
 - Learning is supported by this climate and culture work
 - How we keep the habits of scholarship and crew.
 - Creating and sense of belonging putting it in a framework that makes it consistent
 - SEL skills from CASTLE - these are the things that we will be watching and monitoring to ensure that they are building these skills through our practices. - it lives in the classroom and across the school into home and community.
 - PEAR data, dipstick at the end of the year for both students and staff. Green is Tier 1, students who need some more support and then finally the red is the students needing the most support. Some of these numbers are greater because of the disproportionate representation
 - When I say MTSS - I'm going to be leading the team of deans across three buildings, the social workers. All students are part of the crew, community circles, and the three signature SEL practices. Then after getting those supports some students might need a social or behavioral intervention - at Tier 2 we will provide skills groups etc. and then Tier 3 we will want a licensed therapist. There is a disconnect between students needing Tier 3 which indicates that we need to strengthen Tier 1 supports to balance the triangle.
- Derrick Ciesla
 - I was purposeful and thoughtful when building this team. We are not going to accept mediocrity and low expectations.
 - When students are engaged students will want to come to school

V. Action Items

- [Approval of Annual Report](#)
 - Will be submitted by August 1, 2024
 - No discussion

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- Bill Walczak made a motion to approve, Sebastian Hamilton seconds 5 in favor
- Decision: Annual Report is approved

VI. Finance Committee Report

- Dawn Leanness
- We just closed the end of year fiscal year
- We are in a good position due to Diana and her team. We will have a slight overage
- We will also have an audit in the fall

VII. New Business

- Rick Holden and Bill Walczak welcome the new team and thank interim head of school Diana Lam.
- Next meeting August 20th

VIII. Adjourn

- Sebastian motion to adjourn Yve second 5:06pm

Enclosures

- [Minutes from June 2024](#)
- [Head of School Report](#)
- [Summary of Annual Report](#)

