

Easton Arts Academy Elementary
Charter School

30 N. 4th St.
Easton, PA 18042

Academic Data and Curriculum Committee Meeting

Location:
Zoom Conference Call Due to Stay At Home Order

Date & Time:
September 27, 2021
6:00PM

Minutes

Section I: Call to Order

Opening Colloquy

This meeting of the Academic Data and Curriculum Committee of Easton Arts Academy Elementary Charter School Board of Trustees is hereby called to Order. The time is **6:03** p.m. My name is Ms. Linda Fisher and I serve as the Chair of the Academic Data and Curriculum Committee. I will facilitate this meeting.

This meeting is being held via teleconference. This is a public meeting that was properly advertised pursuant to the Pennsylvania Sunshine Act in The Express Times and/or The Morning Call. This public notice included instructions for how the public could participate in tonight's meeting.

All members of the public are welcome, to sit and listen to the Committee conduct its business tonight. Members of the public who have registered with the Administrative office to participate in public comment by 5 p.m. on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters. Comments will be limited to five minutes unless the Committee decides to grant additional time.

At this time, I will ask for roll call.

A. ROLL CALL

Committee Members Present:	By Invitation: Non-Committee Members:
<p>Linda Fisher, Chair - Present, (LF) Alexander Owens - Present (AO)</p> <p>Committee Members Absent: NONE</p>	<p>Dr. Chadwick Antonio (CA) Dr. Jaimie Bowen (JB)</p> <p>Jocelyn Claudio (JC)</p>

LF: I would like to welcome all Trustees, Panelists and Easton Arts Academy parents and community to the Academic Data and Curriculum Committee Meeting.

B. Disclosure: Executive Session

I would like to state, for purposes of the Minutes of this meeting, that the Academic Data and Curriculum Committee of the Board of Trustees did not meet in Executive Session prior to this meeting.

C. APPROVAL OF AGENDA

	<p>R210222.01 Approval of the September 27th, 2021 Agenda</p> <p>RESOLVED, that the Academic Data and Curriculum Committee of the Board of Trustees of Easton Arts Academy Elementary Charter School hereby approves the September 27th, 2021 Agenda.</p> <p><i>Notes of Discussion / Advance Regulatory and Financial Comment:</i></p> <table border="1" data-bbox="418 1528 1414 1556"> <tr> <td></td> <td></td> <td></td> </tr> </table>			

Motion: **AO**

Second: **LF**

[X] pass

[] fail

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R210222.02 Approval of the August 23rd, 2021 Minutes

RESOLVED, that the Academic Data and Curriculum Committee of the Board of Trustees of Easton Arts Academy Elementary Charter School hereby approves the August 23rd, 2021 Minutes.

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Motion: **AO**

Second: **LF**

[] pass

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Section II: Reports

COMMUNITY COMMENT:

LF: THERE IS NO COMMUNITY COMMENT AT THIS TIME

Section III: Old Business: NONE

Section IV: New Business

R210708.01 Approval of Academic Policies

LF: I make a Motion to discuss Resolution No R210708.01: the Discussion of the Academic Policies:

	<ul style="list-style-type: none">• <i>Assessments</i>• <i>Reporting Student Progress</i>• <i>Assessment of Student Progress</i>• <i>Promotion and Retention</i>

Motion: **AO**

Second: **LF**

[] pass

[] fail

LF: DR. A. WOULD YOU LIKE TO ADDRESS THIS RESOLUTION?

CA.: (READ EACH POLICY AND ASKED FOR ANY QUESTIONS)

JC: WHY DOES THE 'PROMOTION AND RETENTION' POLICY SAY, 'BUILDING'.

CA: EXPLAINED THAT THESE POLICIES ARE IN ALIGNMENT WITH THE EASTON AREA SCHOOL DISTRICT AND THEY REFLECT THE NUMBER OF BUILDINGS THAT THEY HAVE.

AO: AGREED WITH JC'S CONCERN.

CA.: WILL CHANGE THE WORD 'BUILDING' TO 'SCHOOL' TO REFLECT OUR SINGLE BUILDING.

LF: HEARING NO FURTHER QUESTIONS, I AM ASKING AFOR A MOTION TO ACCEPT THE RESOLUTION FOR ACADEMIC POLICIES:

	<ul style="list-style-type: none">• <i>Assessments</i>• <i>Reporting Student Progress</i>• <i>Assessment of Student Progress</i>• <i>Promotion and Retention</i>

Motion: **AO**

Second: **LF**

[] pass

[] fail

RESOLVED, the associated policies listed below are hereby accepted and ratified.

LF: I would like to thank Dr. Antonio and his Team for the successful opening of the EAA for the 2021/22 school year.

At this time, I will turn this 'Presentation' over to Dr. Antonio, who will give us an Update on several ongoing initiatives.

EAAECS ACADEMIC UPDATE

- Middle States
- Strategic Plan
- Curriculum Development
- PowerSchool
- Communication and Events
- Start of the school year

MIDDLE STATES:

CA:

- DR. BOWEN IS DOING A VIRTUAL TEAM VISIT IN WASHINGTON DC AT THE END OF OCTOBER.
- MIDDLE STATES ACCREDITATION IS PART OF OUR CHARTER RENEWAL.
- THE PROCESS IS TO REVISIT AND REFLECT TO IMPROVE OUR SYSTEMS.

LF: THIS VISIT IS A VERY INTENSE EXPERIENCE BUT WILL ALSO BE VERY INFORMATIVE AND WILL BE HELPFUL AS WE MOVE FORWARD WITH OUR ACCREDITATION.

JB: AGREED THAT IT IS VERY INTENSE AND SHE IS LEARNING THAT AS SHE REVIEWS WHAT THE EXPECTATIONS ARE.

STRATEGIC PLAN:

CA: DR. BOWEN HAS COMPLETED THE FRAMEWORK FOR THE STRATEGIC PLAN AND IS NOW WORKING ON THE PLAN ITSELF.

JB: A DRAFT HAS BEEN COMPLETED WITH THE FIVE OVER-ARCHING GOALS, WHICH INCLUDE INITIATIVES UNDER EACH GOAL. SHE FEELS THAT THE SCHOOL IS IN A GOOD PLACE WITH THIS INITIATIVE.

JC: ASKED WHEN THE THREE YEAR TIME FRAME WILL BEGIN.

JB:

- WE ARE HOPING TO HAVE IT COMPLETED BY THE END OF OCTOBER TO BE PRESENTED AT THE OCTOBER BOARD MEETING.
- THE TIME FRAME FOR THREE YEARS WILL BEGIN WHEN WE COMPLETE AND APPROVE THE STRATEGIC PLAN.

CA.: THE OVERALL QUESTION FOR THE STRATEGIC PLAN IS WHAT CAN WE DO TO IMPROVE AT THE SCHOOL AND THE FEEDBACK HAS BEEN GREAT.

CURRICULUM DEVELOPMENT:

JB:

- KUDOS TO THE TEACHERS FOR PARTICIPATING IN THIS PROCESS. THEY

- **HAVE REVIEWED AND INTEGRATED THE ARTS INTO THE CURRICULUM.**
- **THE TEACHERS ARE FEELING MORE A PART OF THE CURRICULUM BECAUSE OF THEIR PARTICIPATION IN THE PROCESS.**
- **THE SCOPE AND SEQUENCE IS ALMOST COMPLETE.**

LF: WHAT WILL BE THE NEXT STEP AFTER THE SCOPE AND SEQUENCE ARE COMPLETE?

CA: THE NEXT STEP WILL BE A MORE IN-DEPTH LOOK AT THE CURRICULUM.

COMMUNICATION/EVENTS:
START OF THE SCHOOL YEAR;

CA.:

- **THE START OF THE SCHOOL YEAR WENT WELL, BUT WE ARE AWARE THAT THERE ARE SOME NEEDS FOR IMPROVEMENT.**

COMMUNICATIONS HAVE IMPROVED:

- **THE NEW 'WEBSITE' IS UP,**
- **WE HAVE 'BLACKBOARD' RUNNING**
- **WE HAVE THE 'REMIND APP' FOR THE PARENTS TO USE.**
- **THE PRINCIPAL SENDS OUT A WEEKLY NEWSLETTER TO COMMUNICATE WITH THE COMMUNITY.**
- **WE ARE MAKING A CONSCIOUS EFFORT TO IMPROVE OUR SOCIAL MEDIA.**
- **WE ARE AWARE THAT THERE IS A PROBLEM WITH SOME OF THE EMAIL ACCOUNTS. WE ARE STARTING TO USE THE 'EASTON ARTS ACADEMY EMAIL' MORE OFTEN. WE ARE HOPING THAT THESE EMAILS WILL NOT GO TO SPAM.**
- **THE PUBLIC RELATIONS FIRM IS WORKING ON PUTTING STORIES FROM DIFFERENT COMMUNITY MEMBERS ABOUT THEIR EXPERIENCE AT EASTON ARTS ACADEMY ON THE WEBSITE.**

JB: A SHARE DRIVE HAS BEEN DEVELOPED TO DROP IDEAS INTO THAT THEY WILL USE AS THEY MOVE FORWARD WITH IMPROVING COMMUNICATION.

JC: ARE YOU REACHING OUT TO SEE HOW PARENTS WANT TO RECEIVE THEIR COMMUNICATIONS FROM THE SCHOOL?

CA: WE ARE DOING THAT THROUGH THE STRATEGIC PLAN PROCESS.

JC: ARE WE ASKING CAN THE COMMUNICATION BE IMPROVED?

EVENTS:

CA.:

- **BACK TO SCHOOL NIGHT IS PLANNED FOR OCTOBER 14.**
- **A PUMPKIN DECORATING CONTEST IS BEING ARRANGED AND THERE IS A REQUEST FOR SMALL PUMPKINS THROUGH MR. NAPAVER.**
- **THE ARTS TEAMS ARE LOOKING AT DATES FOR ARTS EVENTS TO BE HELD AT THE SCHOOL WE SHOULD HAVE THAT INFORMATION IN THE NEXT WEEK AND A HALF.**

CA: I WOULD LIKE TO THANK ALL THAT HAVE BEEN INVOLVED IN COMPLETING THESE INITIATIVES. WE WOULD NOT HAVE BEEN SUCCESSFUL WITHOUT TOTAL COLLABORATION OF STAFF, TEACHERS, COMMUNITY, AND THE BOARD OF TRUSTEES.

JC: WHY IS THE COVID FORM WHICH WAS FILLED OUT AT THE START OF EACH SCHOOL DAY BY OUR PARENTS/GUARDIANS NOT BEING DONE THIS YEAR?

CA.: WE FOLLOWED CDC GUIDELINES AND THAT WAS NOT INCLUDED BUT WE WOULD BE HAPPY TO REVISIT THAT PROCESS.

JC: I AM SURPRISED THAT IT DID NOT CARRY OVER.

LF: ARE THERE ANY OTHER QUESTIONS/CONCERNS FROM THE COMMITTEE OR PANELISTS AT THIS TIME?

Thank you, Dr. Antonio, we are looking forward to an exciting school year and we appreciate all of the hard work that you and your administration, teachers and staff have put into the year thus far.

DISCUSSION AND ANNOUNCEMENTS:

LF: The Next Academic Data and Curriculum Committee Meeting will be held on Monday, October 25, 2021 at 6 pm.

The Next scheduled Regular board meeting: Thursday, September 30, 2021 at 6:30 pm

I would like to ask for a motion to adjourn.

Adjournment @ 6:52 pm

Motion: **AO**

Second: **LF**

[] pass

[] fail