

**Old Sturbridge Academy Charter Public School  
Meeting Minutes**

**Approved**

**Meeting Date:** March 28, 2018

**Members present:** Reed Hillman Daniel Soucy, Pamela Boisvert, Louis Fazen, Richard McGrath, Jasmin Rivas

**Members absent:** Keith Blanchette, Dan Pear, Christine Tieri

**In Attendance:** Jim Donahue, Tina Krasnecky, Lisa DeTora, Jessica Miller, Jody Rabat from EL (EL Education) formerly Expeditionary Learning.

**Order of Business**

Public Access 1\*

1. Approval of December meeting minutes
2. EL Mid-Year Report
3. Financial Update
4. Discussion and Approval of the Expulsion Policy
5. Principal's Report
6. Executive Director's Report

Public Access 2\*

Adjournment

Agenda items may be taken out of order.

Meeting opened at 5:30 p.m.; quorum was established.

**Public Access 1**

No Comments

**Review and Approval of Meeting Minutes – December 19, 2017**

Minutes were reviewed.

Mr. Hillman entertained a motion to approve minutes.

MOTION: Ms. Boisvert made a motion for approval.

SECONDED: Mr. Fazen seconded the motion.

VOTE: All in favor.

PAC Representative Jessica Miller is still waiting for her nomination to the OSA Board to be approved by DESE.

## **EL Representative Jody Rabat**

Ms. Rabat reported on EL's mid-year report of the school. She reviewed the five domains and three dimensions of achievement being implemented in all classrooms. Ms. Rabat has been working with the faculty since the school's inception. Ms. Rabat acknowledged that the school has had incredible growth since September; both for learners and teachers.

Classrooms are self-managed and learners own their classroom and are responsible for their own behavior. Teachers and learners have mastered this in a short period of time.

Ms. Rabat continued noting next steps that will include more data analysis as well as continuing to build the growth mind-set of the learners around quality work. Next steps also include tracking habits and better defined anecdotal measures. Discussed "culture and character" and "crew." Formed formal instruction teams leaders and leadership. Leadership include teachers not just management.

Q & A:

Mr. McGrath asked about learning targets.

Ms. Rabat: Targets are monitored daily and are constant and ongoing. This is an active part of the school day. State testing and assessment go hand-in-hand with learning targets.

Mr. Soucy: Structural EL score at the end of year – what if there is a discrepancy between how EL see the school and how the teachers do.

Ms. Rabat: Follow-up discussions occur; the EL report stands. But his may reflect a potential communication issue.

Ms. Boisvert asked how does EL react or compare to SEL (Social Emotional Learning). EL's social and emotional model is woven throughout the school. Also does the help for EL gradually drop off as time goes on?

Ms. Rabat: EL will be as involved as the contract dictates.

Mr. Fazen commented EL's national and high performing schools help support Ms. DeTora and staff. Teachers and staff meet daily and are supported by the EL structure.

Ms. Rabat: Faculty not meeting criteria is normal at first; classroom management was a typical struggle for some at the beginning of the school year and is a difficult skill set for some but with increased tools the EL provides classroom management has seen enormous growth.

Parents:

Pac parents Ms. Rivett and Ms. Risotti commended on how the school's relationship supports EL and EL's support of special education.

Ms. Rabat: EL curriculum is made for those learners who struggle and is imbedded into the classrooms.

Mr. Hillman: Parents will have access to the EL report; summary will be provided for end-of-year report once shared and discussed with the OSA Board.

All OSA Board members were satisfied with the EL report.

Discussion followed.

### **February 2018 Financial Performance**

Ms. Krasnecky reviewed financial performance through February 28, 2018. Ms. Krasnecky has reviewed the statements with Treasurer Mr. Blanchette prior to this meeting.

Most noted and discussed was the nutrition funding reimbursements. The nutrition program will need to be a focus of discussion before the end of the fiscal year and as part of the budgeting process for next year.

### **Report of the Director of Teaching and Learning**

Ms. DeTora, DTL, provided an Expulsion Policy for the OSA Board to review. Discussed in detail the procedure required for expulsion.

Mr. Hillman entertained a motion to approve the Expulsion Policy.

MOTION: Mr. McGrath made a motion for approval.

SECONDED: Mr. Soucy seconded the motion.

VOTE: ALL IN FAVOR

Ms. DeTora continued reporting on MAT testing. MCAS for third graders has been scheduled for Thursday, April 26, Tuesday, May 1, Thursday, May 17 and Tuesday, May 22.

Town meeting is going well with lots of energy from the students.

Ms. DeTora reported forming new instructional leadership teams with representation from: K-1, 2-3. Teams will work on different ideas and approaches focusing on MAT and MCAS. Also, how to close the achievement gap implementing EL with integrity. RTI process to close the gap was discussed.

### **Report of the Executive Director**

Mr. Donahue reported that we have a formal DESE site visit scheduled on May 8, 2018. The visit is designed to gather evidence regarding the school's performance in three areas of accountability: Faithfulness to charter, academic performance, and organizational viability.

The visit will result in a written report that will become part of the body of evidence for the school's renewal. DESE is asking for 60 minutes with a group of as many OSA Board members as possible that day – in addition to meetings with teachers and leadership.

April 11, 2018, we will host a separate site visit from DESE – this one is a federal monitoring visit for our Charter School Planning grant.

An informal DESE site visit took place on March 23, 2018, and centered around a review of our special education records. We wanted to do this given the gap between Kristen Rhodes unexpected departure and the hiring of a new team. The review highlighted some clear areas that need improvement that our team is addressing immediately.

PAC Members (The Parent Advisory Council) for the school has met a few times since January. They are doing a great job engaging families through various endeavors. They also have provided valuable feedback to us on where the school can improve communication, safety and security.

Steps for improving security at the school were reviewed including the renovation of a better secured main entrance. A new door will be built that will bring visitors directly into the main office. Counters with locked doors will be installed and a door installed between the main office and the nurse's room. The goal is to have only staff and students in the hallways. Any visitors in the hallways will be accompanied by OSA staff. Also, we will install panic buttons that go directly to security on campus. Security then calls 911 and heads to the school building. Teachers will have walkie-talkie devices, and all classrooms can be exited through the windows. Additional cameras will also be installed around the school.

Officers from the Sturbridge Police department have been visiting the building to familiarize themselves with the layout, etc. Also, two Sturbridge Officers facilitated active shooter (Alice Training) response training with our faculty and staff. We have begun the practice of emergency evacuation, drills, etc.

## **Public Access 2**

A request was made to provide the Expulsion Policy to parents and add to the student handbook.

Mr. Hillman: Asked parents present if either might wish to offer a short comment. Ms. Risotti and Ms. Rivett did provide some comments.

Mr. Hillman entertained a motion to adjourn.  
MOTION: Mr. Soucy made a motion for approval.  
SECONDED: Mr. Fazen seconded the motion.  
VOTE: All in favor.

Meeting adjourned at 7:26 p.m.

Respectfully submitted by:

Renée M. Chambers on behalf of Daniel J. Pear  
Secretary, OSA Board of Trustees

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Daniel J. Pear, Secretary  
OSA Board

Documents in meeting package:

OSACPS Board of Trustees Agenda, March 28, 2018  
Meeting Minutes December 19, 2017  
Financial Statements Performance for Periods July 1, 2017- February 28, 2018  
Board and Staff List  
Board meeting schedule April – June 2018