

Friendship Aspire STEM Academy

9010 Frank Tippet Road
Upper Marlboro, MD 20772

At 5:00 pm EST.

ATTENDEES:

IN-PERSON	VIA ZOOM	VIA PHONE
	Brandon Cooper	
	Deborah Robinson	
	Kathy Mason	
	Phong Tran	
	Cynthia Pineda	
	Zina Pierre	
	Scott McCrae	

MEETING AGENDA

1. Call to Order
2. Roll Call
3. Minutes
4. Public Comments
5. CMO Report
6. Financial Statements
7. Action Items
8. Adjournment

ACTION ITEMS		
ITEM DESCRIPTION	ASSIGNED	DUE DATE <i>If applicable</i>
Complete the mandatory board training by this Friday	BC, KM, ZP	
Send the certificates of completion for the board training to Cynthia	BC, KM, ZP	
Improve school image through PR Campaign	PT	

MEETING MINUTES

Meeting start at 5:22 pm

PT- roll call (HG, ZP, KM, BC, DR, PT, CP)

PT- Review of previous board meeting; Motion to accept minutes, BC; second motion by ZP; All in favor.

PT- Public comments; CP none

BC- Do we advertise the meetings? We can start. PT

PT- Meeting minutes can be requested.

CP- I was gonna say our parents are very vigilant in regards to everything that's going on with the school, and so whenever they have any questions or anything like that, anything in regards to the foundation or the board, they're very open about that, and they're very aware that we do have a board members in for our school, so they have yet to ask anything in regards to the actual trends within the school itself and report as well.

PT- CMO report. Mr. Harris couldn't make. He has some personal reasons you could make it. So, I'll give you a quick rundown of the CMO reports. So, we met with PG County and Dr Campbell. Today was our fifth meeting where we talked about a few things in the reset. I think it's moving in the right direction. I've been charged with the front-facing person in supporting Dr Campbell. So now I'm the one that's, you know, doing day-to-day stuff with Dr Campbell. Joe has moved into more of a CEO role. He feels more of the any of the escalated stuff, but I've been working with Dr Campbell, hand in hand over the last few weeks, to make sure that we're moving in the right direction. Just giving you guys a heads up, our enrollment has dropped down to 129 students. That being said, we have been funded for 170 students. But that also creates a problem at this moment time, because we're down low. You know, with all the issues that have been occurring at the school, we need to change that and get that back up and running. So, I'm going to ask board members if you can assist us in that, by changing the narrative. We're doing a lot of things, we're going to start with a PR campaign very soon, and we're going to talk about that, to change the image of what we you know, what they've been saying so far. So that's happening. I think there's a meeting on Thursday. And so hopefully the PR campaign that we're putting out will hopefully change that and help us with our enrollment next for next school year. That being said, the lottery has opened. It opened on November the 2nd, and it will close at the end of February. So, we need to get as many parents as possible to apply for our school so that we can get our enrollment numbers back up. I think at this moment time, things are moving.

BC- Discussion of reducing staff occurring.

PT- We have done a reduction in force. So now we have 3 kindergarten teachers. We have 2 first grade teachers and 2 second grade teachers, Dr Campbell, Ms. Ratliff,

Secretary, and Ms. Raven, who teaches science, a PE teacher, that is staffing at this moment.

BC- Corrective letter from Dr Joseph. Is that done?

PT- Yes, that is done. We have sent that off. We have sent that off already. But that being the case, we might get a probationary letter because of our drop in enrollment. Okay, so that's why we're trying to change the narrative. Especially parents want to see instruction. There weren't any instructions. So, at this moment, I'm working with Dr Campbell to ensure that teachers are teaching. We put in a lot of resources for Mark and saw we've got Miss Tony Dickerson helping out as well. Our last time when I went there for the week, I purchased her a whole bunch of resources. I even purchased her items for the PBIS store. The and the PBIS store is the positive behavior intervention system that there's a store that, on Fridays, the kids are able to spend, you know, from their Dojo points, on items that they like, candy. I've got, you know, some transformer toys, some Lego, some that. So, I'm hoping to see a transformation behavior, and a transformation in wanting to learn and doing the correct things so that they can get the points, so that they can go to the store. And this is the second week that, well this week will be the third week. Updates provided in December.

BC- Location updates & need for location to be in Bowie. Offers to help with funding and contacts for potential grants.

KM- Updates on the ongoing search for suitable location in Bowie, noting challenges due to limited commercial space. We need about 20,000+ sq. ft. in the incorporated area.

HG; PT- Recruiting & Marketing strategies including social media and radio.

PT- Update in December for Recruiting & Marketing strategies

HG- Location is secured to advertise. Suggested hosting an event during the open enrollment period to attract more parents. All agree to plan an event during Dr. MLK weekend to promote the school.

BC- Event in December & January is needed. A recruitment and marketing strategy was outlined, including social media and potential events during school choice month in January.

PT- The school is implementing a PR campaign to improve its image and increase enrollment, with the lottery open until mid-February. The board discussed plans for a coat drive event at Ruby's Restaurant in Bowie on December 16th, which will serve as an opportunity to showcase the school and recruit new students.

SM- Included an update on the school's first annual financial audit, which was completed successfully with no findings.

PT- Meeting adjourned at 5:56 PM