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**Richmond College Prep (RCP) Board Meeting Minutes
 Wednesday, August 15, 2018
 1014 Florida Avenue, Richmond CA 94804**

Board Members Present: David Rosenthal (Chair), Neville Richardson (Vice-Chair), Maria Rosa Keys, Sylvia Keita, Tom Meyer

Staff: Erendira Flores – Managing Director of Academics, facilitated in Peppina Liano’s absence
 Diana Gurrola-Ramirez – Director of Lower Elementary
 Maria Trejo – Business Manager

EdTec: Eric Noll

1.0	Call to Order Meeting was called to order at 5:08 PM	5:08 PM
2.0	Roll Call/Attendance	5:08 PM
3.0	Public Members Who Wish to Address the Board of Directors	5:08 PM
4.0	Approve Minutes for April 2018 Motion: Tom Meyer Second: Neville Richardson	5:08 PM
5.0	Discussion and Action Items 5.1 New teachers introduced themselves <ul style="list-style-type: none"> ● Katherine Taylor--3rd grade; grew up in Davis, moved back to the Bay five years ago; taught at Thousands Oaks; recently subbing for the District ● Toni Cuevas--1st grade; graduated Middlebury College in May; was a teacher’s assistant with Education Equity in LA ● Adam Kaddoura--6th grade ELA teacher; was a tutor and sub; from San Jose; went to college in San Francisco; was a long-term sub at RCP 5.2 Presentation on family and community activities Tana Monteiro, Family and Community Coordinator, reported. Her family has been part of RCP for 12 years. Oldest son Kahlil started at RCP at age five. <ul style="list-style-type: none"> ● The six-week Summer School served 128 students from Nystrom Elementary and RCP. 	5:10 PM

- Family engagement: School Site Council (SSC): elected 5 parents: 3 African-American, 2 Latinas; parents create agenda; RCP is in full compliance with LCAP
- Weekly Coffee Club: free CPR class, 50 parents attended
- Swimming class at the Richmond Plunge postponed until fall
- David Rosenthal offered the Board's help in lobbying the Richmond City Council (RCC) to improve safety and cleanliness at MLK Park. Parents will participate.
- David Rosenthal invited new teachers to give suggestions for improvements at RCP and expressed desire to have other teachers share observations/experiences regarding RCP with the Board. Adam Kaddoura suggested providing typing classes for students.

5.3 New TK-4 Director introduced herself

Diana Ramirez wants: to add value to the school and make an impact in lower school and upper elementary; to motivate students to have high expectations, passion, academic excellence

- Reported Ms. Peters is on adjusted schedule

5.4 New Managing Director of Academics introduced herself and reported

Erendira Flores was born in Mexico, immigrated to Oregon outside of Portland; being one of a few brown children in class was challenging; attended Colby College--a small liberal arts college; culture shock; had to get smart and do well; had a lot of mentors; loves teaching; founded a KIPP school in South Central LA in 2014; will be coaching and managing the lower and upper elementary Directors

- Slide presentation on SBAC and MAP (will email to Board Members): SBAC test results measure comprehensive understanding; very rigorous; compares to the CST; ELA most rigorous; 5th grade team increased scores by 20% - 35%; exploring why students drop dramatically; will work with K-2 Teachers to achieve 80% proficiency this year; MAP and SBAC scores only 1% difference; MAP 3 times a year; MAP scores strong correlation with SBAC ELA, but not SBAC math; coached Directors through standards bootcamp; grade level teams that followed her strategy increased SBAC scores by 15%; will build capacity with lower elementary students
- SBAC ELA 2018 - 2019 projected scores 68%
- SBAC math 2018 - 2019 projected scores 65%
- Goals: set academic school priorities; set high expectations of students; define academic excellence; implement best practices; streamline school systems; develop accountability

5.5 Discussion

Diana Ramirez has a teacher evaluation form; is being clear about teacher expectations; wants to be there to develop teachers; must analyze data to inform their practice; we're not all about testing SBAC but having the children learn strong foundational skills

	<p>Maria Rosa Keys asked if there is a school-wide reading intervention system; Diana Ramirez said teachers create their own individualized intervention; Rime Magic was introduced</p> <p>Responses to David Rosenthal's question about support for new teachers: Directors observe and assist; grade level Leadership Team mentors will give more coaching and share resources; Erendira Flores will align coaching strategies with videos of real time coaching; balance is important in developing the whole child</p>	
6.0	<p>6.0 Policy issues for next Board meeting</p> <ul style="list-style-type: none"> ● Immigration Policy: Peppina Liano will have legal team look at the template and pass it out at next Board meeting. The document is retroactive to 6/30/18. ● Suicide Prevention Policy : Board will approve and will be posted on RCP website ● Homeless Education Policy: Peppina Liano will appoint a liaison with homeless families; will submit policy 9/15 to Dennis at WCCSD; renewed annually; school gets money to use for tutoring students ● Lease on Maritime Building expires July 1, 2019; to avoid rent increase from \$2,200 to \$30,000 a month, can extend 4 more years at 3% increase. David Rosenthal will file the notice for extension. 	5:45 PM
7.0	Adjournment	6:00 PM