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Richmond College Prep (RCP) Board Meeting Minutes
Thursday, February 21, 2019
1014 Florida Avenue, Richmond, CA 94804

Board Members Present: David Rosenthal (Chair), Sylvia Keita, Tom Meyer, and Maria Rosa Keys

Staff: Peppina Liano - CEO
 Maria Trejo – Business Manager

1.0	Call to Order The meeting was called to order at 5:00 PM	5:00 PM
2.0	Roll Call/Attendance	5:02 PM
3.0	Public members that wished to address the Board of Directors: none	5:02 PM
4.0	Approved Minutes for December 2018 meeting Motion: David Rosenthal Second: Sylvia Keita	5: 02PM
5.0	Discussion and Action Items	5:02 PM
	<p>5.1 EdTec Financial Report - Eric Noll 83% of our students fall into these categories: free or reduced-priced lunch, foster youth, and homeless. Prior year encroachment is driving the increase of expenses. Encroachment refers to Special Ed: one teacher for Speech 3x a week, and one for Special Ed 5x a week; serving a total of 29 students. The District pays the expenses and then uses the ADA to bill RCP \$1,186.81 per student. There will be a 64% increase. Might be time to employ Seneca or El Dorado for the Special Ed teachers, instead of the District. EdTec will look into this. These companies require liability insurance, so EdTec will also look into this.</p> <p>State-level Teachers Retirement System (STRS): RCP’s contribution has increased from 14.43% to 16.28%. RCP has received \$97K annually on average in one-time funds. Next year we will not get this for STRS.</p>	

We have a retirement program for everyone. We were overly generous. We should keep the retirement benefits, but cut back. Neville Richardson (Vice Chair) will give a proposal for cutting back.

By 2022, STRS will have increased more than 4%. The teacher will be receiving 20-30% more, including retirement, insurance, etc. To help the teachers understand the need for a retirement benefit cut, RCP needs to have a sample teacher sit down and put together a budget, and we can use this to make the teachers aware of the expenses we are incurring.

Cash balance remains strong.

Attendance is tracking well.

We need to refine Multi-Year Projections.

5.2 Presentation on family and community activities

Tana Monteiro, Family and Community Engagement Coordinator:

She is picking up children so they can get to school. This is part of RCP's wrap-around services for students.

She is sending a letter to parents of one child regarding absenteeism. This year the situation has gotten worse. When Ms. Monteiro goes for a home visit, she offers a ride, counseling, wrap-around services, Student Support Team (SST) help. Parents don't follow up with anything.

Ms. Monteiro is in touch with the District and the Student Attendance Review Board (SARB). There is a team at the District that deals with chronic attendance. If necessary, the District will pick up the case and start with the SARB process.

5.3 Presentation on Concourse program and Alder Graduate School of Education

Maria Trejo, Business Manager:

Early in February, Concourse (a non-profit offering support services for completing an undergraduate degree) presented their program to RCP. The Board explored the possibility of funding some Instructional Assistants for this program.

Ms. Trejo explained the Alder Graduate School of Education. Alder partners with K-12 schools in historically underserved communities. The Board discussed the possibility of supporting Instructional Assistants and teachers who already have their undergraduate degree in obtaining further qualifications through this school.

5.4 2nd Interim Report - Unanimously approved

5.5 School Accountability Report Card (SARC) - Unanimously approved

5.6 Low-Performing Student Block Grant - Unanimously approved

<p>6.0</p>	<p>Report from CEO</p> <p>6.1 Report from CEO-- Ms. Liano</p> <p>We began the year with staff development emphasizing data analysis and lesson plans. The Upper and Lower Elementary Directors will visit the classrooms more often with an emphasis on math intervention in grades 5th - 8th, which have shown the most urgent need of an intervention.</p> <p>Our first year teachers continue to be mentored by Teachers Induction Program (TIP) through the Contra Costa County Board of Education, as well as the Teach for America (TFA) mentoring program.</p> <p>As a result of the controversies explained to you by a few teachers, Ms. Liano has cancelled the lead team.</p> <p>She has dealt with issues here and there, but everything is under control. We are entering into the last sprint of the school year: March, April, May, and half of June. Serious decisions have to be made before the end of April, so we can have a better picture of what we are going to do next year.</p> <p>The math intervention consists of the following:</p> <p>5th grade is being instructed and monitored by Erendira Flores since the teacher is on maternity leave.</p> <p>6th grade is being instructed and monitored by Cedric Jones since the teacher is a first year teacher and has been sick for more than a week.</p> <p>7th and 8th grades are being instructed in math less intensively by Upper Elementary Director Ms. Peters since they are not urgently in need of instruction as proven by the benchmark test results.</p> <p>One child had <i>non-contagious</i> meningitis.</p> <p>One of our teachers is on disability and had psychiatric help.</p> <p>Many teachers have applied for the \$250 grant offered by the Chamberlin foundation.</p> <p>The English Language Proficiency Assessments for California (ELPAC): Testing begins now and ends at the end of April. The ELPAC test is now in alignment with the common core standards.</p> <p>East Bay Center for the Performing Arts: The Music Showcase was here at RCP due to inclement weather. Parents were invited, and there were a lot of parents that came to watch their children perform in spite of the weather.</p> <p>Upper Elementary students wrote and performed a play about immigration. Students interviewed RCP staff members and told their story in the play.</p> <p>The 4th and 5th graders went to the San Jose Tech Museum.</p>	<p>6:15 PM</p>
<p>7.0</p>	<p>Adjournment</p>	<p>7:00 PM</p>