

**Education Committee**  
**Abby Kelley Foster Charter Public School**  
**Friday, March 9, 2018**

**MINUTES**

- I. The meeting was called to order by Heidi Paluk, chair, in the executive director's office in the middle school at 7:52 a.m.
- II. The attendance was recorded.
  - a. Board members present: Heidi Paluk, Alicia O'Connell, Susan Scully-Hill
  - b. Board members absent: Shelly Yarnie
  - c. Others present: Brian Haas, AnnMarie Little, Chris Kursonis, Amy Puliafico
- III. The minutes from the January 12, 2018 meeting were reviewed and approved.
- IV. Academic Program Success
  - a. The I-Ready update was presented by Mr. Haas.
    - i. Handouts were distributed and discussed.
    - ii. Results enable AKF to identify, revise, add, and reteach Math and Reading curriculum to accommodate typical, EL, and special education students.
    - iii. The FY19 budget will be impacted by adding the curriculum piece of I-Ready to the diagnostic piece at a significant cost.
  - b. The Math K-7 update was presented by Mr. Haas.
    - i. The curriculum coordinators are reviewing the standards and Envisions scope and sequence as they rework and revise the concept timeline to rework scope and sequence to match the standards.
    - ii. Testing, half days, and snow days impact the 180 day timeframe of instruction.
    - iii. Envisions, MCAS and I-Ready utilize different terminology and student expectations.
- V. Miscellaneous
  - a. The OCR update was presented by Mr. Haas.
    - iv. The corrective action plan in the resolution agreement is being drafted by the school's attorney, Amy DiDonna. The school timeline of 180 days began on February 22, 2018.
    - v. The contract with Wild Apple has been signed to update and evaluate the website for compliance and provide professional development training for IT staff. The cost, including translations, is approximately \$7K to update the website in real time.
    - vi. The school policy will be revised to remain in compliance with ongoing website updates.
    - vii. ***The Board of Trustees will be required to approve the new policy in May 2018.***
  - c. The Community Health Assessment (CHA) was presented by Mr. Haas.
    - i. The CHA survey provided by Mrs. Yarnie, part of the Community Health Improvement Plan (CHIP), was reviewed and will be translated by the DPH as needed and sent by Mr. Haas to staff and families prior to the next meeting.
  - d. Discussion of snow days, graduation, prom, student council conference, and enrollment lottery process occurred.
- V. The next meeting is scheduled for Friday, April 6, 2018 at 7:45 a.m.
- VI. The meeting was adjourned at 8:20 a.m. by Mrs. Paluk.

**Education Committee**  
**Abby Kelley Foster Charter Public School**  
**Friday, January 12, 2018**

**MINUTES**

- I. The meeting was called to order by Heidi Paluk, chair, in the executive director's office in the middle school at 7:50 a.m.
- II. The attendance was recorded.
  - a. Board members present: Heidi Paluk, Alicia O'Connell, Susan Scully-Hill, Shelly Yarnie
  - b. Board members absent: none
  - c. Others present: Brian Haas, AnnMarie Little, Chris Kursonis, Amy Puliafico, Amy Emma, John Calabresi
- III. The minutes from the December 8, 2017 meeting were reviewed and approved.
- IV. Academic Program Success
  - a. The 2018-2019 Academic Calendar, which contains 185 school days, was presented by Mr. Haas and discussed.
  - b. *The Education Committee will recommend the Board of Trustees approve the calendar as presented.***
- V. Organizational Viability
  - a. Academic Achievement
    - i. Administration was congratulated by Mrs. Paluk on the successful charter renewal.
  - b. District Update
    - i. Academic interventions for each building were discussed by Ms. Puliafico, Mrs. Emma, and Mr. Kursonis.
    - ii. The plan will be formalized by Mr. Haas and presented to the Education Committee at an upcoming meeting.
- VI. Miscellaneous
  - a. Strategic Plan Update
    - i. The Strategic Plan update will be presented to the Board of Trustees at the January 31, 2018 meeting by Mr. Haas.

- b. OCR Update
    - i. Possible outcomes and review of website posting practices were discussed.
    - ii. Currently awaiting next steps. Mr. Haas remains in contact with the school's attorney.
  
  - c. Internet Safety and Acceptable Use Policy
    - i. The Child Internet Protection Act (CIPA), FCC E-Rate funding, and student handbooks were discussed.
    - ii. The revised Internet Safety and Acceptable Use Policy was distributed and discussed.
    - iii. ***The Education Committee recommends approving the revised Internet Safety and Acceptable Use Policy at the January 31, 2018 Board of Trustees meeting.***
- VII. The next meeting is scheduled for Friday, February 9, 2018 at 7:45 a.m.
- VIII. The meeting was adjourned at 8:39 a.m. by Ms. O'Connell, clerk.

Prepared by Amanda Durkin, Administrative Assistant to the Executive Director

**Education Committee**  
**Abby Kelley Foster Charter Public School**  
**Friday, December 8, 2017**

**MINUTES**

- I. The meeting was called to order by Alicia O’Connell, clerk in the executive director’s office in the middle school at 7:52 a.m.
  
- II. The attendance was recorded.
  - a. Board members present: Heidi Paluk, Alicia O’Connell, Susan Scully-Hill
  - b. Board members absent: none
  - c. Others present: Brian Haas, AnnMarie Little, Amy Puliafico, Amy Emma, Timothy Hayes
  
- III. The minutes from the November 3, 2017 meeting were reviewed and approved.
  
- IV. Faithfulness to Charter
  
- V. Academic Program Success
  - a. The ASCA update was summarized by Timothy Hayes, Middle School Guidance Counselor and Guidance Department Head K-12.
    - i. AKF aspires to achieve ASCA model status.
    - ii. There is a 60% success rate when applying for RAMP certification.
    - iii. This is an ambitious goal and a good practice, involves an abundance of work and is a rigorous process, and includes strong support from administration and ASCA. The board of trustees is very supportive of the Guidance Department’s goal to achieve RAMP certification.
    - iv. The mentor is assisting with the 14-15 components of the application.
    - v. Mentor provided at no charge to AKF by ASCA through the pilot program is Mark Kuranz, Marquette University counselor education program faculty member and past president of the American School Counselor Association.
    - vi. There is a \$250 application fee for RAMP certification.
    - vii. Current priorities:
      1. Student centered counseling goals according to ASCA framework.
      2. Compiling data.
      3. Setting goals, mission statement and vision statement at each school.
        - a. ASCA recognizes AKF as three schools.
        - b. DESE recognizes AKF as one school.
    - viii. Next year will involve the creation of an advisory council.
    - ix. AKF currently meets ASCA recommendation of 250:1 student/counselor ratio.

- x. The budgetary needs are minimal. Resources needed include publications for counselors at each school.
  - xi. Career, social, emotional and academic goals identified. IB concerns were not identified as a goal.
  - xii. The Guidance Department will provide the next status update to the Education Committee in six months. (*June 2018*)
- b. Mrs. Paluk asked about the next part of AKF growth to educate IB students to be more proactive when applying for college and the guidance department's role in increasing IB communication and awareness for students and college admission counselors.

Mr. Hayes was thanked and dismissed at 8:25 a.m.

- c. The 2018-2019 professional development days are in process with administration and the academic calendar will be discussed in January 2018.

## VI. Organizational Viability

- a. The Elementary School update was presented by Mrs. Emma, principal.
  - i. The bullying survey was administered to 116 Grade 3 students one-on-one over 4-5 days. Overall students reported feeling safe emotionally and physically. Results from the bullying survey were reported in the November 2017 ES Newsletter.
    - 1. Guidance counselors will train students to be bystanders
    - 2. Concern identified with Grades 3-5 students struggling with nuances/sarcasm as it relates to "roasting", a fine line between joking and insulting.
  - ii. Community Healthlink, Backpack program, food pantry, Scholastic Book Fair, Girls Inc., Assumption College student practicums, Nelson Place partnership, WatchDOGS, parent conferences, PTO Yankee Candle fundraiser, Bridges Program, WBZ TV4 Weatherman visit, and grade 3 science sessions highlighted.
  - iii. Retiring kindergarten teacher, Donna Kauppila, will be replaced in January 2018 by internal candidate, Jenna Stansky.
- b. Middle School update was presented by Ms. Puliafico, principal.
  - i. Preparation for two winter concerts includes teaching concert etiquette to all students prior to watching their peers perform.
  - ii. Cheerleading is offered and basketball teams consist of grades 5-7 Girls and grades 6-7 Boys.
  - iii. Parent conferences, Literacy Plan, grade 7 Leadership Team, food drive for Worcester County Food Bank, Math Team, and Literacy Team were highlighted.
  - iv. Retired AKF teacher, Sandy Paradis, provided consistent grade 7 ELA coverage until new teacher was hired.
- c. High School update will be reported next month.
- d. District update was presented by Mr. Haas, executive director.
  - i. The OCR website accessibility complaint status has not changed since last week's board of trustees meeting. Website vendor, IT director, school's attorney

and administration involved. The school is awaiting the resolution agreement from the US attorney.

- ii. The DOE charter renewal Summary of Review was received and the admin team is scheduled to meet next week to discuss.

VII. Miscellaneous

- a. The Education Committee agreed to cancel the December 20, 2017 board of trustees meeting after the Facilities and Finance Committee meeting on December 15, 2017 if that committee was in agreement.
- b. The next Board of Trustees meeting is scheduled for Wednesday, January 31, 2018.

VIII. Next month's topics: OCR update, 2018-2019 academic calendar, and other topic tbd.

IX. The next meeting is scheduled for Friday, January 12, 2018 at 7:45 a.m.

X. The meeting was adjourned at 9:09 a.m by Ms. O'Connell, clerk.

Prepared by: Amanda Durkin, administrative assistant to the executive director  
*(Revised 12/21/17)*

**Education Committee**  
**Abby Kelley Foster Charter Public School**  
**Friday, November 3, 2017**

**MINUTES**

- I. The meeting was called to order by Alicia O’Connell, clerk in the Middle School admin conference room #230 at 7:55 a.m.
- II. The attendance was recorded.
  - a. Board members present: Heidi Paluk and Alicia O’Connell
  - b. Board members absent: none
  - c. Others present: Brian Haas, AnnMarie Little, Chris Kursonis, Amy Puliafico, Amy Emma, Rob Kerr, Jessica Regan, Siby Adina
- III. The minutes from October 13, 2017 were reviewed and approved.
- IV. Faithfulness to Charter
  - a. The updated Charter Renewal Inspection Report was distributed prior to the October 25, 2017 board meeting and summarized by Brian Haas, executive director, and AnnMarie Little, director of government relations.
    - i. The Board of Education determination to approve the charter renewal will occur at their January 23, 2018 meeting.
- V. Academic Program Success
  - a. The MCAS results were presented by Robert Kerr, Jessica Regan and Siby Adina, curriculum coordinators.
    - i. Levels 1 and 2 designations and CPI were eliminated this year by DESE; AKF performed well and has no level for 2017; and the spring 2017 Next Generation MCAS 2.0 will be considered the baseline by DESE moving forward.
    - ii. The elementary school purchased science kits for collecting and analyzing data to prepare students for middle school; “Keys to Literacy” and small group instruction were implemented for Grades 5,6,7; and curriculum changes for Grades 6,7,8 were implemented to improve academic success.
    - iii. The high school backward design model continues to be built upon for academic success and utilized to identify deficiencies in student learning.
    - iv. High school 10th Grade MCAS 2.0 results were highlighted:
      1. ELA ranked AKF #1 in Massachusetts (100% Advanced/Proficient)
      2. Math ranked AKF #65 in Massachusetts (93% Advanced/Proficient)
      3. Biology ranked AKF #8 in Massachusetts (98% Advanced/Proficient)
    - v. The MCAS 2.0 presentation will be distributed to the Board of Trustees.

Mr. Kerr, Mrs. Regan and Ms. Adina were thanked and dismissed at 8:39 a.m.

- b. The IB Program Renewal update was summarized by Chris Kursonis, high school principal.
  - i. The site visit was completed in October 2017 and the written report will be sent to AKF upon completion.

VI. Organizational Viability

- a. The Elementary School social/emotional update was reported by Amy Emma, principal.
  - i. The bullying one-on-one survey was administered to Grade 3 students.
  - ii. Two anti-bullying presentations were presented to each K-3 classroom.
  - iii. Character formation and anti-bullying culture for Grades K-3 highlighted.
  - iv. Buddy Bench available on the playground for students seeking support.
  - v. Currently exploring ideas for parent workshops.
  - vi. Community Healthlink currently serving five students in Grades K-3.
  - vii. Backpack Program and Food Pantry currently serving 15 families in Grades K-3.
- b. The Middle School update was reported by Amy Puliafico, principal.
  - i. Grade 4 Keys to Literacy full day professional development occurred.
  - ii. Grades 6 and 7 ELA teachers met with principal to discuss MCAS data.
  - iii. Grade 8 move to the high school resulted in changes to middle school basketball.
  - iv. Character education breakfast for the virtue of Truth was held in November.
  - v. Nature's Classroom for Grade 6 scheduled for November 2017 in Charlton, MA.
  - vi. Girls Inc. Peersuasion program started for students in Grades 6 and 7.
  - vii. Guidance department conducts lessons weekly for students in Grades 4 and 5..
- c. The High School update was presented by Chris Kursonis, principal.
  - i. Grades close today for students in grades 8-12.
  - ii. Electronic report cards will be distributed next week.
  - iii. Fall sports have concluded, football will be played through Thanksgiving.
  - iv. The fall play "A Christmas Carol" will be performed tonight and tomorrow.
  - v. The annual coat drive, Thanksgiving food baskets for St. Peter's Food Pantry, and Youth Against Homelessness Club service projects were highlighted.
- d. The District update was presented by Brian Haas, executive director.
  - i. The bi-weekly SWOT report was distributed to the board of trustees and administrators on November 1, 2017.
  - ii. Service projects for the hurricane victims in Puerto Rico and Houston, TX, and an AKF student's Eagle Scout project to revitalize a local park were highlighted.
  - iii. The school will purchase a 2016 van to replace the old facilities van.

VII. Miscellaneous

- a. A request was received from a parent to speak at the November 29, 2017 board of trustees meeting regarding the June 2017 meeting minutes.

VIII. Next Month's Topic: 2018-2019 Academic Calendar

IX. The next meeting is scheduled for Friday, December 8, 2017 at 7:45 a.m.

X. The meeting was adjourned at 9:22 a.m. by Alicia O'Connell, clerk.

**Education Committee**  
**Abby Kelley Foster Charter Public School**  
**Friday, October 13, 2017 at 7:45 a.m.**

**MINUTES**

- I. The meeting was called to order by Atty. Alicia O’Connell in the Middle School Admin Conference Room 230 at 7:50 a.m.
- II. The attendance was recorded.
  - a. Board members present: Heidi Paluk and Alicia O’Connell
  - b. Board members absent: none
  - c. Others present: Brian Haas, Chris Kursonis, Amy Puliafico, Amy Emma, Rob Kerr, Jessica Regan, Siby Adina, Dianne Bonaventura
- III. The minutes from September 8, 2017 were reviewed and approved.
- IV. Faithfulness to Charter
- V. Academic Program Success
  - a. The I-Ready K-8 assessment system was presented by Mr. Kerr, Mrs. Regan, and Ms. Adina and discussed. The presentation will be included in the minutes.
    - i. AKF purchased two I-Ready modules for grades K-8; the cumulative data will follow each child; and the high school module was not purchased.
    - ii. Strengths include identifying real-time trends by district, grade levels, classrooms, and individual students to alter instruction and provide small group instruction as needed; increasing communication and collaboration between teachers, students, parents, and support staff including ESL, Special Education, and Title 1 staff; increasing testing result turnaround time; and enhancing action steps for data mindset of teachers at the AKF data driven school.
    - iii. Challenges identified include time and priorities.
    - iv. I-Ready winter update will be presented at the February 2018 Education Committee meeting.

Mr. Kerr, Mrs. Regan and Ms. Adina were thanked and dismissed at 8:22 a.m.

VI. Organizational Viability

- a. The Elementary School update was reported by Mrs. Emma, principal.
  - i. The Bridges Program includes training of 10 retiree volunteers in preparation for the initial 6 week program consisting of 3 volunteers per classroom beginning October 26, 2017. Consideration will be given to continuing the program.
  - ii. The first RtI meeting was successful and was attended by Mr. Haas and Mrs. Paluk. The color coded data room model was highlighted.
  - iii. Reading and writing focus is the goal of the meetings held for educator evaluations.
  - iv. The guidance counselor plans to partner with the AKF football players to read to the grades K-3 students.

- b. The Middle School update was reported by Ms. Puliafico, principal.
  - i. Staffing change involved filling vacant Library Aide position.
  - ii. Project Wisdom began October 6, 2017 for students in grades 4-7 with self-evaluations and goal setting.
  - iii. Nature's Classroom for students in grade 6 will occur November 14-17, 2017.
  - iv. Faculty meetings professional development includes a book study on *Total Participation Techniques*.
  - v. Community Healthlink provided a new counselor this year to work with 6 students on Thursdays.
  - vi. Peersuasion will continue during 2017-2018.
- c. The High School update was presented by Mr. Kursonis, principal.
  - i. Staff and students are participating in Spirit Week leading up to Homecoming weekend October 13-14, 2017.
  - ii. PSAT for grades 9-11 were held October 11, 2017 and seniors were provided the opportunity to attend college visits with permission.
  - iii. The IB Site Visit will occur October 19-20, 2017.
- d. The District update was presented by Mr. Haas.
  - i. DESE Charter School Leaders event was summarized.
    - 1. The new MCAS results scoring system will result in most schools labeled as "No Level" and held harmless during this first baseline year.
    - 2. MCAS results expected to go public next week and individual tests will be sent to the school for distribution to parents.

VII. Miscellaneous

- a. The Wellness Policy was distributed by Ms. Bonaventura and discussed.
  - i. The USDA requirement to revise the School District Wellness Policy by June 30, 2017 was completed by the Wellness Committee.
  - ii. Upon board approval, an implementation plan and tools to measure goals will be developed by the Wellness Committee.
  - iii. Mental health and oral health were missing from the policy as identified by the Wellness Committee. Revisions to the Wellness Policy living document will be made as needed.
  - iv. Corrections to a Wellness Policy member's last name and affiliation as a parent will be made. Other changes will be discussed at the October 25, 2017 board of trustees meeting.
- b. United Way mindfulness session information is available from Mrs. Paluk.
- c. Transition year for 4th and 8th graders, teachers, and parents has been successful.
- d. Homecoming games and concessions will occur from 9am-2:30pm October 14, 2017.

VIII. Next Month's Topic: MCAS Results Overview

- IX. The next meeting is scheduled for Friday, November 3, 2017 at 7:45 a.m.
- X. The meeting was adjourned at 8:59 a.m. by Atty. O'Connell.

# i-Ready at Abby Kelley



# What is i-Ready Diagnostics?

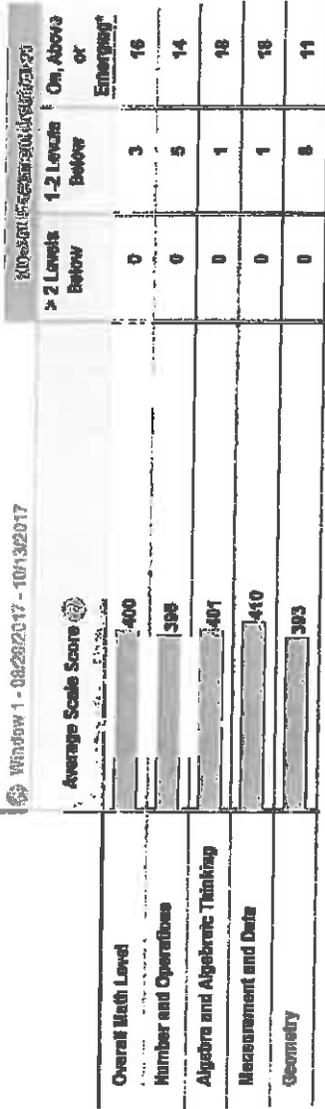
- **K-12 adaptive assessment**
- **Spots trends and identifies patterns across groups of students and identifies individual student needs**
- **Screens students to determine who needs additional support**
- **Monitors student growth over time**

## **Why are we using i-Ready Diagnostics?**

- **Consistent assessment system from K-8 that can measure students' growth over time**
- **Detailed reports to identify trends and individual student needs with progress monitoring**
- **Real-time data / quick turn around with reports**
- **Student familiarity with computer testing**
- **Suggested resources for instructional needs**
- **Ease of use for staff and administrators**
- **Staff can focus on instructional implications**

# Class Profile

Academic year: Current (2017-2018) Define "On Level": Beginning of Year View  
 Select Students by: Class



## Performance by Student

On or Above Level < 1 Level Below > 1 Level Below

Placement by Domain

Student Name	Overall Scale Score	Overall Placement	Number and Operations	Algebra and Algebraic Thinking	Measurement and Data	Geometry	Probability of being Proficient by EOY
[Redacted]	441	Mid 2	Early 2	Mid 2	Mid 2	Mid 2	-
[Redacted]	418	Level 1	Level 1	Level 1	Level 1	Level 1	-
[Redacted]	412	Level 1	Level 1	Level 1	Level 1	Level 1	-
[Redacted]	411	Level 1	Level 1	Mid 2	Level 1	Level 1	-
[Redacted]	408	Level 1	Level 1	Level 1	Mid 2	Level K	-
[Redacted]	405	Level 1	Level 1	Level 1	Level 1	Level 1	-
[Redacted]	405	Level 1	Level 1	Level 1	Early 2	Level K	-
[Redacted]	403	Level 1	Level 1	Level 1	Level 1	Level K	-

Student Profile Report

Academic year: 2011-2012

Select Students by: Class

School:

Class: Test 2 - 05/09/12

Student: Define "On Level": Standard View

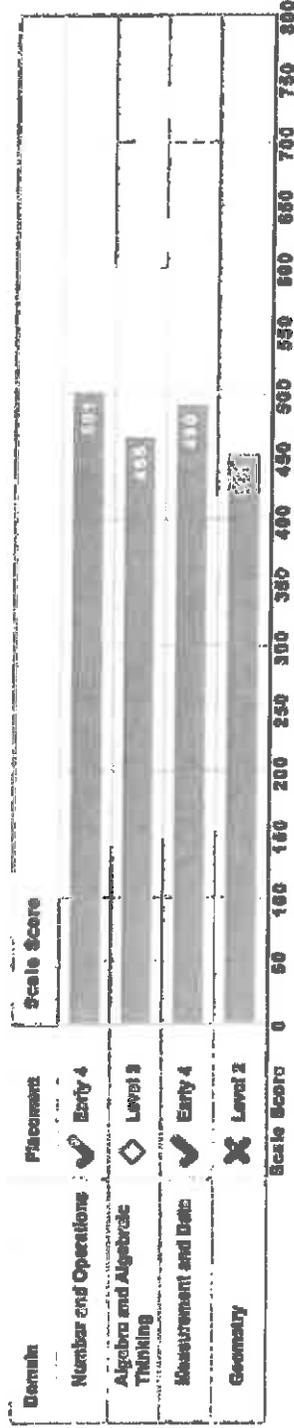
Use this report to view a student's Diagnostic performance overall and by domain and customized instructional support to help this student improve.

Overall Performance

On or Above Level  < 1 Level Below  > 1 Level Below



Detail for Test 2 - 05/09/12



# Elementary School and i-Ready

- Adjustments to tier 1 instruction based on group patterns
- Changes to student groupings based on instructional needs
- Communication
  - Teacher/student conferences
  - Teacher/parent conferences
  - Support staff can directly view reports of students they work with
- Improved RTI process
- Progress monitoring to assess impact

# Middle School and i-Ready

- Growth Monitoring each month for math and reading
- i-Ready 1:1 conferences between teachers and students for math and reading to review fall diagnostic scores and instructional changes
- All teachers' student learning goals are focused on i-Ready results
- The school has set individual goals for each student on i-Ready based on if the student is at or above grade level, less than one year below grade, or more than one year below grade level
- Grades 6 and 7 study halls are dedicated to extending math instruction currently using ALEKS
- Reading intervention groups designed around i-Ready data
- Incorporation of small group instruction at all grade levels based on instructional grouping profiles
- Grade level data meetings focused on instructional adjustment needs as indicated by i-Ready data

## High School and i-Ready

- **8th Grade is the only grade that takes the tests**
- **Classroom and individual student reports have been analyzed**
- **Students are broken into study hall groups based on their results**
  - **Study hall groups run for a month, then switch based on individual student needs**
- **Students will use Growth monitoring monthly**
- **Student progress for each topic being retaught is monitored through weekly quizzes**

**Education Committee**  
**Abby Kelley Foster Charter Public School**  
**Friday, September 8, 2017**

**MINUTES**

- I. The meeting was called to order by Atty. O’Connell in the Middle School Admin Conference Room 230 at 7:56 a.m.
  
- II. The attendance was recorded.
  - a. Board members present: Heidi Paluk and Alicia O’Connell
  - b. Board members absent: none
  - c. Others present: Brian Haas, AnnMarie Little, Amy Puliafico, Chris Kursonis, Amy Emma (8:34am), Kelly Davila
  
- III. The minutes from June 1, 2017 were reviewed and approved.
  
- IV. Faithfulness to Charter
  - a. The enrollment update was reported by Mrs. Little.
    - i. Student withdrawals include 38 between the end of 2016-2017 academic year and the start of 2017-2018 academic year, and 11 since the first day of school.
    - ii. Students entering grade 9 had the highest attrition rate.
    - iii. Kindergarten began September 6, 2017 and several students enrolled elsewhere without notifying AKF in advance. Vacant seats are currently being filled from the waitlist to reach the 1,426 enrollment cap.
  - b. Staffing changes between the end of 2016-2017 academic year and the present were reviewed. Retirements and out of state moves were discussed.
  - c. The charter school governance update was reported by Mrs. Paluk.
    - i. Meetings with board member candidates Susan Scully and Shelly Yarni will be scheduled by Mrs. Paluk. The candidates will be asked to join the Education Committee.
  - d. The Charter Renewal update was reported by Mrs. Little.
    - i. The site visit will be conducted by three consultants on Wednesday, September 13, 2017. The visit will conclude with a recap meeting with Mr. Haas at the end of the day and a formal report will be sent to AKF.
    - ii. AKF currently has no conditions, has entered the 20<sup>th</sup> year of successful operation; the Board of Trustees oversees the executive director and the budget; the board has supported ELL staffing increases over the years; and Atty. Jim Cox provides board training and reviews the By-Laws regularly.
  
- V. Academic Program Success

- a. The Abby Kelley Foster High School IB Programme was presented by Ms. Davila, IB Coordinator.
  - i. The presentation handout was distributed.
  - ii. In addition to promoting international mindedness, the International Baccalaureate Program promotes the development of college readiness and lifelong learning skills.
  - iii. The 2017-2018 academic year consists of the largest IB cohort in AKF history: 21 juniors, 16 seniors; 67% participation rate for juniors and seniors.
  - iv. Psychology is a popular addition to the curriculum and total IB participation is trending upward as students choose to challenge themselves with rigorous academic classes to prepare for college.
  - v. AKF requires every student enrolled in an IB class to take the test. Students exceeded the world average in Literature HL, Spanish B, History HL, SEHS, Math Studies, and Music HL. Teachers are working on improving Math SL, Music SL, Physics, and Art this year. The goal is to meet or exceed the world average and allow students to grow from the IB experience.
  - vi. The AKF class of 2017 received 5 full IB Diplomas. Some students earned college credits for IB classes.
  - vii. The IB evaluation site visit will be conducted by a two member team on October 19-20, 2017.
  - viii. Teachers are up to date with IB training. Upcoming training including two new teachers in English and Psychology was discussed.
  - ix. AKF is looking into MYP.
  - x. Teachers, administrators, and the guidance department are mindful of mental stress for IB students.
  - xi. The Board of Trustees supports the growth of the IB Programme.

Ms. Davila was thanked and dismissed at 8:26 a.m.

## VI. Organizational Viability

- a. The Middle School update was reported by Ms. Puliafico, principal.
  - i. Transition for grade 5 staff and students was seamless; transition for grade 4 staff and students continues to evolve as they all adjust to a different building and procedures; 165 families attended MS Back to School Night on September 7, 2017; iReady reading and math testing for grades 4&5 will be completed by next week in preparation for professional development and data review on September 20, 2017; over 100 students participated in coed soccer tryouts for grades 5-7; cheerleading has begun; grades 6&7 music ensemble has begun; grades 4&5 music will begin at the end of September after instrument rental night; grades 4&5 chorus meets after school; and grade 6 will attend Nature's Classroom November 14-17, 2017.
- b. The High School update was reported by Mr. Kursonis, principal.

- i. Transition for new high school staff and grade 8 staff and students continues to evolve; black pants identify grade 8 students; planning for events and the addition of grade 8 events is underway; two JV athletic teams were added this year; boys' soccer, girls' soccer, cross country, varsity football and freshman football are underway; iReady has been implemented; and the air conditioning contractor continues to repair and replace parts in the new grade 8 wing of the building.
- ii. The Music Department is preparing for upcoming performances at the Hanover Theatre:
  - 1. November 24-26, 2017 - The Nutcracker
  - 2. December 2, 2017 - Diane Kelley Holiday Spectacular
- c. The District update was reported by Mr. Haas, executive director.
  - i. The organizational charts for the district, high school, middle school and elementary school were distributed and discussed. A part-time nurse was hired for the high school to accommodate the needs of grade 8 students.
  - ii. The staffing changes were discussed earlier in the meeting.
  - iii. The bi-weekly SWOT report was sent to the Administration and the full Board of Trustees on September 6, 2017 and will be included in the September board packet.

Mrs. Emma arrived at 8:34 a.m.

- d. The Elementary School update was reported by Mrs. Emma, principal.
  - i. Afternoon traffic patterns and concerns were discussed. The elementary school staff follow proper procedures to check identification for new students at dismissal. The dismissal process continues to evolve. Two police officers work the dismissal detail as of the start of kindergarten on September 6, 2017 to safely dismiss 500 AKF elementary school students.
  - ii. Many activities and events are occurring which are too numerous to report at this time. Over 50 parents attended the BooHoo Breakfast for kindergarten parents on the first day of school this week. The grade 4 students and staff relocated to the middle school resulting in more space for grades K-3 in the elementary school.

## VII. Miscellaneous

- a. Mrs. Paluk led a discussion regarding the programs and transportation provided to AKF students by Girls, Inc. Potential grant funding changes to the Leadership Academy, Eureka, and Peersuasion programs as well as transportation may impact AKF families. Mr. Kursonis will discuss changes with the high school guidance counselors. Mrs. Emma suggested promoting Girls, Inc. programs to AKF elementary school families at Back to School Night, Portfolio Night, kindergarten screening, through school newsletters, and on the school website to increase elementary school student participation. Ms. Puliafico offered to promote participation through the

school newsletter and website. Mrs. Paluk will follow up with Girls, Inc. and provide promotional information to the principals for distribution.

- b. The new executive director of the Seven Hills Foundation will tour the AKF campus today with Mrs. Paluk. The networking opportunity was generated by Patrick Royce, AKF board treasurer.

VIII. Next month's topic: MCAS Results

IX. The next meeting is scheduled for Friday, October 13, 2017 at 7:45 a.m.

X. The meeting was adjourned at 8:54 a.m.

Prepared by: Amanda Durkin, Administrative Assistant to the Executive Director