

Green Tech High Charter School
Board Meeting Minutes
Thursday, September 28, 2023

Present: Matthew Toporowski, Board Chair, Dona Bulluck, Barry D. Walston, Marie Allen-Campbell, Pamela Williams, Isaiah James, Sierra Sangetti-Daniels

GTH Staff: Jaymes White, Dr. Teresa Haig Nicol, Dr. Kimberly Davis, Tanya Ford, Kelly Sweeney,

Guests: None

The meeting was called to order at 5:53 pm, by the Board Chair, Matthew Toporowski.

Public Comment: None

Motion

Pamela Williams moved that the Board Minutes of June 15, 2023 be approved. Marie Allen-Campbell seconded the motion. The motion was carried unanimously.

Dona Bulluck moved that the Board Minutes of June 16, 2023 be approved. Sierra Sangetti-Daniels seconded the motion. The motion was carried unanimously.

Finance Report – was reviewed by the Board (attachment on file)

Kelly Sweeney asked if there were any questions for the June and July Financials, there were none.

Principal's Report –submitted by Jaymes White, presented and reviewed by the Board (attachment on file)

- I have opened my office to do volunteer introductory meetings with staff members. To date I have met with eleven staff members.
- I have reviewed the staff handbook and the charter. I have a meeting scheduled with NYS Charter schools on 9/19/2023.
- We have a several upcoming dates, 9/22/2023 is Open House, 9/26/2023 the first progress reports for 23-24 School Year are available, and 10/11/2023 PSAT Testing is scheduled.
- We currently have 452 scholars enrolled in grades 6-12.
- “Pay it Forward” was held on 9/8/2023 and was a huge success. Scholars entered the community to provide service and give back to the community.
- Dr. Haig and I met with the YMCA on 9/12/2023 about continuing our Teen Nite partnership which has been well received in the past.
- Mr. Sibert and I met with Jamila Owens on 9/12/2023. In the past Ms. Owens has sponsored movie trips, DJ class, and a barbering partnership with our scholars and would like to continue to be involved in the future.

Associate Principal's Report: -submitted by Dr. Teresa Haig, presented and reviewed by the Board (attachment on file).

- I planned with Dan Pasek Consulting Firm, the data for submittal of the Accountability Plan. I also, worked with Dan on information for the Stronger Connections Grant to New York State Education Department.
- As the school year begins, GTH staff is in full swing building relationships with our students and their families. We have held mandatory parent meetings for all grade levels throughout the month of August. Our Boot Camp for 6th and 9th grade students was a success; students were on boarded through the application process and ready to start school September 5th. Thus far the culture of the school has been positive with our first two weeks behind us, it will be a fantastic year.

- Admin Team meets daily for Admin Huddle, to check in and address any support needed. We also met weekly to discuss concerns, strategies and support for staff, students and GTH families.
- We have weekly meeting with the Instructional Team and Deans to establish the goals and accountability for this year for student and teacher. We developed observations and coaching schedule for the first six weeks of school. I am working closely with Mr. White to support the leadership transition. I am meeting with Mr. White and Mr. Toporowski to discuss school accountability concerns and progress.
- Staffing 2023-2024 School Year
- We have had many interviews for teaching positions these past two months. We hired teachers for the following position's;
- 6th grade Math/Science
- 7th/8th grade Math
- 9th grade Math
- 11th grade Math
- 10th grade Global Studies
- 11th grade U.S. History
- 12th grade P.I.G./Economics
- 9th grade English Language Arts
- 7th/8th grade English Language Arts
- MS Special Education Teacher
- Two Teacher Assistants
- Two Building Subs
- STEM Teacher

- We still need 1 Chemistry/Physics Teacher and 1 Special Education Teacher

Data Statistics Report: presented and reviewed by the Board (attachment on file).

Middle School Assistant Principal's Report:-submitted by Dr. Kimberly Davis, presented and reviewed by the Board (attachment on file).

- The entire month of August was dedicated to teacher orientations/training. The following are training sessions that I conducted and /or assisted within conjunction with the Instructional Team.
- Middle School Teacher Orientation
- 2023 -2024 Teacher Expectations
- High Instructional Expectations
- Performance Tracking & Monitoring Keys
- Creation of Monitoring Keys
- What Data Coaching Will Look Like
- Instructional Role Play Prep for Performance Tracking
- Due to an influx of new teacher, there has been a lot of one-on-one meetings and in person support and live coaching within the classroom. During this support, I have also been identifying deficits and possible needs of teachers. New teachers will continue to be a priority.
- The Instructional Team will be implementing "Intense New Teacher Training" sessions. Dates are to be determined. Training sessions will be held during teachers' planning periods and immediately after school for high school between 4pm to 4:30 for Middle School.

Director of Student Services Report: presented and reviewed by the Board (attachment on file).

Family Intervention Specialist Report: presented and reviewed by the Board (attachment on file).

Operations Report: - presented and reviewed by the Board (attachment on file).

New Business

None

Executive Session

None

Motion: With no further business to discuss, Marie Allen-Campbell moved to adjourn the meeting. The motion was seconded by Dona Bulluck. The motion was carried unanimously.

Adjournment

Our Board Chair, Matthew Toporowski adjourned the meeting at 7:27 pm.

Respectfully Submitted,

By Tanya Ford-Otieno, Board Assistant