

## **Minutes of the Board of Directors Meeting – Trailblazers Academy**

**Meeting held on November 28, 2011 – 83 Lockwood Avenue, Stamford T.**

**Attendees – Patrick McCARTNEY (Chairman of the Board) Niger Housey (parent Representative) David Williams (Teacher representative), Boyana (Student representative), Michael McGuire (Director of School support Services) Craig Baker (chief Education Officer), Julienne Foy (Co-Director – Trailblazers Academy), Chris Emmerson-Pace (Co-Director – Trailblazers Academy)**

**Pat McCartney welcomed everyone. He spoke briefly about the new format and meeting requirements, among which will be that the board will meet separately from Stamford Academy (on a going-forward basis) and that the agenda and minutes would be available or view on the Trailblazers website.**

**Action – the October minutes were presented for approval, and was voted on and passed unanimously.**

**Chief Education Officer’s Report – Craig Baker reported on the Charter Renewal Meeting. The SDE were impressed with the work the school had done regarding curriculum. Further they gave us direction on how we should improve the curriculum. Also, they (SDE) have asked us to change the teacher evaluation process (which Mr. Baker has instructed the Director’s to begin implementing. Further, Mr. Baker commented on the new Board structure.**

**Director’s report – Chris Emmerson-Pace (CEP) gave the following report. – CEP is using new teacher evaluation process (Kim Marshall’s). They will be doing their second round of student assessments on December 14<sup>th</sup>. The teacher staff is busy rewriting curriculum, which now happens every Friday during the teacher meeting. Twelve students are participating in the State sponsored Science Fair. The school delivered 256 food baskets to families for the Thanksgiving Holiday. The Drama Club is beginning their work on “Willy Wonka” for spring.**

**Director’s Report – Julienne Foy – reported on a PD Workshop she attended regarding social/emotional data action plans. She was pleased to report that we already have many of the suggested criteria and measurements in place. The program to monitor this is called Naviance and we will be converting to that shortly (to track social/emotional benchmarks. TA hired a part time SPED teacher to work one-on-one with a student. @ no cost to the school. Students are participating in the “Odyssey of the Mind”. Cheerleading exhibition went well. TA cheerleaders participated with the other middle schools in a jamboree at Stamford High School. McKinney has agreed to take some of our students to “take a student to work day”. The mid year student and staff well-being survey has been completed. The results will be shared with staff within 30 days.**

**Teacher’s Report – David Williams, the Teacher Representative offered the following report. He is currently enrolled in a masters Program @ Sacred Heart University. He took 6 TA students to his class to act as a panel for the class. The students were asked questions regarding teacher behavior management techniques and pedagogy.**

**Parent Report – Niger Housey the parent representative offered the following report. The Thanksgiving celebrations were great. Over 150 people attended and a good time was had by all. She attended the football all-star game pitting the Stamford Middle School Ass-stars against a team from New Haven. Three TA players participated and Stamford won a closely contested game.**

**Financial Report – Edwin Naval, the Chief Financial Officer gave a report on the financial statement. As of October 2011, we have a surplus of 200k. This is due to timing differences between revenue streams and payment obligations. Revenues and expenses are in line with the budget and compare favorably to last year.**

**ACTION – it was moved that the financial report be approved and all were in favor.**

**ACTION – The administrative job descriptions were distributed and a brief discussion was held. The Chief Education Officer’s job description and the Director of School Support Services job description were discussed. The vote was tabled until the next meeting.**

**New Business – It was decided that the new Bullying policy will be reviewed at the next meeting and a vote will be taken to adopt.**

**Denise Donald is in the hospital and is recuperating nicely. There is no date for her expected return.**

**ACT**

**ION – A motion was proposed that the Board meeting be adjourned and all were in favor.**

**The next Board meeting will be 12/19/2011 @ 7:30 am.**

**The meeting was adjourned @ 8:15.**