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**Allegro Charter School of Music
Board of Directors Meeting
November 9, 2015
Draft Minutes**

The Allegro Charter School of Music Board of Directors held a scheduled meeting on Monday, November 9, 2015 at 4:00 PM in the Cafeteria at Allegro Charter School of Music, 120 Broad Street, Charleston, SC.

Present: Michael Smith (Chair), Andy Lyons (Secretary), Tara Enriquez, Junius Wright, and Heather Beam.

1. The meeting was called to order at 4:15 p.m.
2. Chair Michael Smith gave a welcome and read the Mission Statement.
3. The Pledge of Allegiance was lead by Mr. Smith.
4. Mr. Junius Wright moved to adopt the agenda as presented. The motion was seconded by Heather Beam. The motion was passed with a unanimous vote of Yes-5, No-0, and Abstain-0.
5. Mr. Junius Wright moved to adopt the minutes from the October Board of Directors meeting. The motion was seconded by Andy Lyons. The motion was passed with a unanimous vote of Yes-5, No-0, and Abstain-0.
6. Ms. Ellen Murray spoke during the public comment time praising the job well done at Allegro's first concert and mentioned some scholarship and public performance opportunities.
7. The September and October Financial Reports were read by Mr. Bill Moser of Kelley-Moser Consulting. Andy moved to approve the financial reports as presented. The motion was seconded by Junius Wright. The motion was passed with a unanimous vote of Yes-5, No-0, and Abstain-0.
8. The School Leader Report was presented by Mr. Rich Glickman.



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- **Lottery Report:** We have another Open House on 11/10/15, our current lottery application numbers are as follows: 6th- 29, 7th- 3, 8th- 4, 9th- 3, 10th- 1. School visits, advertisements in Charleston City Paper, and e-mailed local news with enrollment information. More school visits are scheduled and we are getting our information out to Charleston County Elementary and Middle Schools.
- **Current Enrollment:** 6th- 22, 7th-24, 8th- 24, 9th-19. We are continuing to add students and there has been a spiked interest in the last few weeks.
- **Staff Member & Students of the Month:** We have done our October Staff Member and Students of the Month. The kids are really excited that their hard work is recognized.
- **Climate & Culture**
 - i. We had a Fall Festival Party for our students on 10/30/15 that was run by our parents. It was a great event and the students had a lot of fun dancing and dressing up in costumes for the day.
 - ii. We have set up a facilities committee that will meet on 11/10/15 to discuss facilities improvements and identify future needs of the school.
 - iii. We also have set up a PTO information meeting to get the parents started with a PTO and getting involved in the school. The goal is to get parents involved with the school, and identify areas of effectiveness and improvement.
 - iv. Our first concert was on November 6th. We received rave reviews and had a great turn out. One of the parents works for a radio station and wants to do a live recording of the students to play on the air. We will be setting that up.
 - v. We have sent a survey to parents through Survey Monkey regarding school climate and culture. We are still getting survey completions in and we are looking to take the data and use it to help us improve the school and make sure we are meeting the needs of the children.
 - vi. Federal Cards were sent and returned at 100%.
- **Construction:** Elias Deeb notified us of some scheduling issues with the Fire Alarm contractor, but we should be finishing the elevator connections this week. He will have his punch-out man coming by this week and Saturday to do paint touch-up and haul away all trash debris. Once that work is complete the elevator manufacturer will come install the call buttons, make final adjustments and call for an inspection from the SC LLR.
- **Curriculum and Instruction**
 - vii. Progress Reports will be distributed on 11/20/15.
 - viii. We have implemented some tutoring programs and content recovery programs through the teachers.
 - ix. We are going to the Young People's Concert on 11/12/15 on a school-wide field trip.



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- x. We conducted a staff school climate survey and based on the results we structured a professional development workshop led by guidance and teachers on collaborative planning, differentiated instruction, school content recovery projects, and communication.
- xi. Janice Crews is meeting with teachers later in the month to work on infusing music into the curriculum.
- xii. We have an author from Ya'll Fest coming to meeting with our students on 11/13/15 for 8th and 9th grade social studies. Author, Dan Ehrenhart will speak to students regarding his entertaining and engaging take on American History and global events in his book Americapedia. This was organized and set up by one of our parents.
- xiii. We are implementing a strategic plan to help communicate our expectation with parents and students that all work will be turned in. Many students are struggling because work is not turned in. It has been observed that students do not turn in their work because either they cannot do the work, didn't have time, forgot, or are bored. Every Thursday and Friday teachers will email a list of students who are missing assignments. Those students will be pulled from class to work on missing assignments. The goal is to have missing work turned in within 24 hours of the pull out. This will set the expectation that all work will be turned in. Results have shown that this improves academic performance. This will reinforce skills and offer differentiated instruction. Student's achievement will reflect content mastery, not behavior.
- xiv. Students are pulled out from music classes for small group music lessons. They also go to music rooms during lunch for individual and small group work.

▪ **Professional Development**

- xv. I have completed the TAP certification and Mr. Neikirk will be finishing up later this month. Formal observations will begin this week and they include a pre-conference, observation, and then a post conference.
9. Tara Enriquez moved to approve the selection of the auditing firm, Elliot Davis. Heather Bean seconded the motion. The motion was passed unanimously with Yes-5, No-0, and Abstain-0.
 10. Andy Lyons moved to approve the Financial Policy with the minor changes brought forth by Chairman, Michael Smith. Junius Wright seconded the motion. The motion was passed unanimously Yes-5, No-0, and Abstain-0.
 11. Chairman Michael Smith tabled the Board Development Committee appointments until next meeting.
 12. The Board tabled the issue of Board vacancies until further notice. They would like more time to review resumes of the three candidates that are interested.
 13. The meeting was adjourned at 5:43 p.m.