

**Teaching Firms of America  
Professional Preparatory Charter School  
Board of Trustees - Monthly Board Meeting**

TFOA Professional Preparatory Charter School  
616 Quincy St  
Brooklyn, NY  
March 11<sup>th</sup>, 2013

**Attendees:**

Board Members:	Others:
<i>In person</i>	
Todd Dumas, Chair	Rafiq Kalam Id-Din, Managing Partner
Danielle Purfey, Vice Chair	Michelle Mathews, Pedagogy Partner
Manel Silva, Secretary	Damian Dunkley, Stakeholder Partner
Ayanna Wayner, Co-treasurer	Lindsay Fautleroy, Parent
Tamecca Tillard	Lurie Daniel Favors, Parent
Shaka Phillips	LaTisha Price, Parent
Christina Grant	
Latoya Massey	

<b>Meeting called by:</b> Todd Dumas	<b>Quorum?</b> yes	<b>Prior minutes approved?</b> no
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Minutes from last meeting were approved with the following correction: Ayanna Wayner attended in person.

<b>Applications and Enrollment</b>	<b>Presenter:</b>	Rafiq
<b>Discussion:</b>		
<ul style="list-style-type: none"> <li>• TFOA received about 300 charter applications</li> <li>• Targeted applications are 600</li> <li>• By next mo, will be finished with initial enrollment</li> <li>• Super Saturday- help parents with enrollment</li> </ul>		
<b>Action Items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Complete enrollment	Partners	

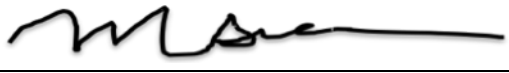
<b>Pedagogy follow up</b>	<b>Presenter:</b>	Michelle
<b>Discussion:</b>		
<ul style="list-style-type: none"> <li>• Ensuring that teacher assessments include all targets for DRA</li> <li>• Doing observations in classrooms to make sure that the assessments are better aligned; doing assessment workshops, working one-on-one with teachers</li> <li>• Video of a teacher doing their DRA</li> <li>• Have been looking at several different assessment tools for students who are entering into kindergarten</li> <li>• Gathering more teacher resources, providing teachers with more information around the process of building a curriculum rather than just prescriptive suggestions for curricula, sharing of resources and curricula</li> <li>• More consistent meeting with UTC- United Teachers Core, who help mentor apprentices and</li> </ul>		

leads <ul style="list-style-type: none"> <li>• Hiring season has started</li> <li>• Discussed purpose of videotaping classroom</li> </ul>		
<b>Action Items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Follow up on teacher assessments and hires	Michelle	on-going
Have teachers present to board a reflection of their classroom, eg through video	Partners	TBD
Board members to send list of 3-5 individuals each to help raise some funds	Danielle	

<b>Parent report</b>	<b>Presenter:</b>	Lindsay Fautleroy
<b>Discussion:</b> <ul style="list-style-type: none"> <li>• Has daughter in kindergarten. Daughter was overperforming. In her classroom, not enough differentiating was being done.</li> <li>• Plan: more frequent check-ins by partners with teachers. Agreement with partner, teacher and parents around plan.</li> </ul>		
<b>Action Items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Follow up on plan	Partners	on-going

**Announcements:**

1. Next meeting April 8<sup>th</sup>, 2013.



Dr. Manel Silva  
Secretary, TFOA Board of Trustees

April 8<sup>th</sup>, 2013

Date of Approval