

BRENTWOOD / BURNS EXECUTIVE COMMITTEE
Minutes from the October 31, 2019 Committee Meeting

The October 31, 2019 meeting of the MSE@Brentwood Executive Committee was held at CCSD District Office, 75 Calhoun Street, Charleston, SC 29401.

Members present:

- Sarah Campbell – Principal – Brentwood
- Chad Weiden – Principal – Burns
- Dr. Gerrita Postlewait – Superintendent, CCSD
- Ben Navarro – Founder, MSS
- Chris Allen – MSS, Non-voting member

Chad Weiden officially called the meeting to order at 11:02 am.

Minutes from the February 21, 2019 meeting were read. Sarah Campbell moved to approve the minutes, and Chad Weiden seconded the motion. With no objection, the minutes were approved. There being no additional Old Business, the committee moved into New Business.

Chad Weiden began by delivering the Burns Principal's Report – a copy of which is attached. Sarah Campbell presented the Brentwood Principal's Report – a copy of which is also attached.

The Committee moved along to FY 19-20 school budget discussion and approvals. The final budget for Brentwood and Burns was discussed. Gerrita Postlewait moved to formally approve the budget, Ben Navarro seconded. A copy of the budget for each school is attached to these minutes.

With no other New Business, Chad Weiden moved to adjourn the meeting. Gerrita Postlewait seconded, and the Committee voted unanimously to adjourn the meeting at 11:48 am.

Respectfully submitted by Chris Allen.

MEETING OF THE BRENTWOOD and BURNS EXECUTIVE COMMITTEE

October 31, 2019

11:00AM

75 Calhoun Street

AGENDA

I. CALL TO ORDER

II. APPROVAL OF MINUTES FROM PREVIOUS MEETING

III. NEW BUSINESS

A. Principal's Reports

Sarah Campbell – Brentwood
Chad Weiden – Burns

B. FY 19/20 School Budget Approvals

C. Misc. New Business

IV. ADJOURNMENT

Principal's Update Executive Committee

October 2019

Enrollment

	10/28/19	Homerooms	Av Class Size
PK3	16	1	16
PK4	34	2	17
Kinder	46	2	23
First	46	2	23
Second	56	3	19
Third	64	3	21

Demographics

African-American	86%
Hispanic	6%
White	6%
Asian	0%

Homeless	1%
Free & Reduced Lunch	99%
IEP	12%
504	5%

Attendance

	19-20
Absent Rate	5%
Tardy Rate	3%

Discipline

	19-20
Out of School Suspensions (% of std suspended at least one day)	.06%

Mission

Meeting Street Elementary@Burns exists to spark an educational revolution for the students and families in the Dorchester-Waylyn Neighborhood in North Charleston. Built on a culture of love, inclusion, and an unwavering belief that all students can succeed, we provide a PreK-5th grade educational experience that ensures our students grow academically, emotionally, and are on the path to college.

Vision

All of our students will graduate from college and actively continue to grow their hearts and brains to bring change to both their community and our world.

SCHOOL HAPPENINGS



3750 Dorchester

Students, parents, and staff are so grateful for our beautiful new building. Because of the new building, our students have access to a library, rigorous science instruction, art, music, and African dance and drumming. The building, and our collaboration with E.A. Burns Elementary School, are game-changers ensuring our culture and

adult habits give way to achieving our vision of college for all kids.

Real-Time Coaching/Culture of Practice



Our leadership team has shifted our coaching model to ensure we are coaching our teachers in real-time, by fixing the error at the moment, instead of conducting an autopsy of a flawed lesson a week later in a reflective coaching session. In addition, we have worked hard to build a culture where effective teachers practice until they can't get it wrong for our kids. As a result, each coaching session contains a practice clinic where a teacher is actually putting the feedback to work by practicing before they launch the lesson.



Flashlight Foundation

Last spring, we launched our parent advocacy group: MSE@ Burns Flashlight Foundation. Named after the flashlights that are used to guide young turtles to the sea after they hatch, we meet bi-monthly to engage in both learning and problem-solving so we can be better parents and better teachers. Our well attended September Session highlighted Meeting Street Schools and the Four Pillars. Our hope is the Foundation turns into a high functioning Parent Teacher Association.

19-20 Strategic Plan

Based on our Spring 2019 Map Results, we engaged in a strategic planning process over the summer to identify the following big rocks and goals that we believe will get our students tiered growth this year.

19-20 Strategic Plan	
Big Rock #1: Culture	Big Rock #2: Literacy
19-20 Strategic Goals	
<u>School Culture:</u> Culture Playbook: Turtle Training, Routines, Physical Space, Responding to Student Behavior, Get Better Faster Scope and Sequence, Afternoon/Morning Meetings	
<u>Rigorous Literacy Instruction:</u> Wit & Wisdom, Wilson's Phonics, Phonemic Awareness, Guided Reading, and Building Independent Readers	



Principal's Update

Meeting Street Elementary @Brentwood

October 31, 2019

Enrollment

	10/04/19	Homerooms	Av Class Size
PK3	31	2	15
PK4	53	3	18
Kinder	71	4	18
First	84	4	21
Second	79	4	20
Third	72	3	24*
Fourth	80	3	27*
Fifth	83	3	28*
Sixth	59	3	20*
TOTAL	612	29	21

Demographics

African-American	74%	Homeless*	TBD
Hispanic	14%	Free & Reduced Lunch	100%
White	7%	IEP	8%
Asian	1%	504	3%
Other (two or more)	4%	LEP	5%

*Our homeless rate is unconfirmed at this time. We are working to confirm our families' living status.

Attendance

	14-15	15-16	16-17	17-18	18-19	19-20
Absent Rate	5%	5%	4%	3%	6%	2.5%
Tardy Rate	8%	6%	6%	3%	6%	1.5%
Transiency*	N/A	N/A	N/A	N/A	N/A	12%

*Transiency = # of students were with us last year that are not with us now/total enrollment.

Discipline

	14-15	15-16	16-17	17-18	18-19	19-20
Out of School Suspensions	6%	26%	14%	3%	4%	0.02%

% of students who have been suspended for an out of school suspension.



6th Grade

We are excited to expand a grade to serve our oldest students! They are using a traditional middle school schedule and we're able to better differentiate for their needs.

Advisory

Our 5th & 6th graders are participating in a 30 min per day advisory block where they are participating in small group instruction on SE skills, goal setting, and career planning.

Fall Sports

Our 5th grade boys flag football took home first place in the North Charleston league, our 6th grade flag football team and our 5th/6th soccer team took home second place!

Orton-Gillingham

We are piloting OG as our phonics intervention this year with very exciting results!

Fall Festival

On October 31, we are hosting a pumpkin patch, a petting zoo, a hay ride, career dress up day, and our homecoming football game!

MUSC Scrubs

We're excited to partner with MUSC Scrubs again this year. We hosted our first Day of Service on October 26 in partnership with them to beautify our campus.

FY 2019/2020 Budget
Meeting Street Elementary @ Brentwood & Burns

Expenses	MSEB	MSBN
Personnel		
Salaries and Wages	\$5,889,752.81	\$3,028,683.72
Employee Benefits	\$1,003,937.86	\$454,302.57
Payroll Taxes	\$472,282.06	\$241,849.90
Teach for America	\$32,000.00	\$20,000.00
Professional Development	\$153,250.00	\$90,000.00
Staff Services	\$10,000.00	\$4,000.00
Contracted Subs & Teachers/Work	\$0.00	\$20,000.00
Total Personnel	\$7,561,222.73	\$3,858,836.19
Facilities		
Utilities	\$14,000.00	\$2,000.00
Maintenance and Cleaning Services	\$313,848.00	\$165,000.00
Total Facilities	\$327,848.00	\$167,000.00
Operational Expenses		
Food	\$40,385.00	\$15,040.00
General	\$202,569.17	\$144,508.52
Student Activities	\$421,755.00	\$365,124.00
Books and Supplies/Testing Scoring	\$308,000.00	\$246,984.00
Furniture	\$48,000.00	\$10,080.00
Total Operational Expenses	\$1,020,709.17	\$781,736.52
Start-Ups		
Start-Up IT	\$11,600.00	\$47,100.00
Start-Up PD	\$40,000.00	\$24,000.00
Start-Up Curriculum/Books	\$62,422.00	\$59,938.00
Start-Up Furniture	\$48,000.00	\$52,000.00
Start-Up Rentals	\$0.00	\$13,640.00
Start-Up Supplies	\$0.00	\$0.00
Total Start-Ups	\$162,022.00	\$196,678.00
Fees/Overhead Expenses		
Insurances	\$30,000.00	\$9,000.00
Payroll Processing Fees	\$1,000.00	\$1,000.00
Total Fees/Overhead Expenses	\$31,000.00	\$10,000.00
Total Expenses	\$9,102,801.90	\$5,014,250.71
<i>Estimated District Services</i>	\$829,584.00	\$433,183.00
<i>Estimated StartUp Expenses</i>	(\$162,022.00)	(\$196,678.00)
<i>Net Expenses less Startup</i>	\$9,770,363.90	\$5,250,755.71
<i>Net Expenses less Startup</i>	\$9,770,363.90	\$5,250,755.71
<i>Projected Enrollment</i>	610	320
<i>Net Budgeted Per Pupil FY 2019/2020</i>	\$16,016.99	\$16,408.61
<i>CCSD Contribution*</i>	\$ 13,772.78	\$ 12,128.03
<i>MSS Contribution**</i>	\$2,244.21	\$4,280.59

*CCSD funds only PK4 and older students (total of 578 @ 14,535.29 for MSEB and 280 @ \$13,860.60 for MSBN)

** MSS funds 100% of PK3 students, the added costs of extended day, extended school year, two teachers per classroom, and extra wrap around services