

**Providence Englewood Charter School
BOARD OF TRUSTEES MEETING**

**At
6515 S. Ashland Avenue
Chicago, IL 60636**

**Friday, June 13, 2014
11:00 a.m.**

MINUTES

ATTENDANCE IN PERSON

Trustees

**John Stoops
Dick Burridge
Marcia Doane
Leslie Holling
Howard Isenberg
Kelley Kalinich
Bernard Lilly
Denise Nash
John Stevenson**

VIA TELECONFERENCE

Debora de Hoyos

OTHERS PRESENT IN PERSON

Staff

**Angela Johnson-Williams, Principal, PECS
Shinwe Shelton, Director of Operations, PECS
Tahanni Ragland, Staff Accountant, PECS
Abraxas Thomas, Development Coordinator, PECS**

TRUSTEES ABSENT

**Paul Adams
Tim Dugan
Gail Ward
Walter Matthews**

BOARD FELLOWS

**Gene Settoon
James Reilly (Via Teleconference)**

I. ROLL CALL/DETERMINATION OF QUORUM

The meeting was called to order at 11:34 a.m. by Mr. Stoops.

II. APPROVAL OF MINUTES

On motion duly made, seconded and unanimously passed, the minutes of April 10, 2014 were approved.

III. FINANCE/OPERATIONS

The May 31, 2014 Balance Sheet showed combined Cash and Cash Equivalents of \$2.9 M. There is \$158K in A/R which includes \$10K in student fees receivable, \$60K from SPED and the remaining is NCLB/Title I and Title II. Combined Operations Total Assets as of May 31, 2014 is \$3.4 M.

For the eleven month period ending May 31, 2014, school operations (excluding Foundation activity) have generated a surplus of \$490K, exceeding the budgeted surplus by \$175K. Most of the positive variance was due to lower than budgeted Total Expenses, due to unfilled vacancies and classification of technology and textbook purchases as capital items, versus operating expenses. No material Deferred Expenses are being carried over into next year.

FIMS, Finance report, Lottery, and Dental Compliance have all been submitted to CPS.

We anticipate significant increases in medical benefit costs for next year. The Finance Committee will work with school staff to make changes to the plan to preserve quality employee benefits while minimizing costs for both employees and the school.

In order to make the building more secure, we have purchased the Raptor ID and Badge system and we will also be changing our dismissal procedures for the new school year.

IV. BOARD COMMITTEE REPORTS

i. DEVELOPMENT

We have identified funding priorities and are working on materials with talking points for board members to use when discussing PECS with potential donors. The areas of focus for this year are: PECS Promise (high school mentoring and beyond), Teacher Retention Program, PECS as a Safe Haven and PECS Technology. This will be our foundation so that when we are out talking with donors, we are all relaying the same message. We may want to have an event to raise funds for one of these priorities in lieu of a benefit this year and instead have a HUGE event for 2016, our tenth anniversary year. 2014-15 goals for fundraising will involve these four priorities.

ii. ACADEMIC EXCELLENCE

Committee has discussed staffing plans in light of the projected enrollment for the new school year. There will be a change in the SPED teacher. Sears School in Kenilworth is willing to provide support, training and a framework for referring students in need of SPED support.

A Formal policy on random drug testing will also be instituted.

UNIV Of Chicago Board Fellows

Mr. Settoon has been working with Mr. Stevenson on a feasibility analysis for a Pre-K program. The cost to implement such a program would be about \$8,200 per student. Mr. Settoon has a contact at the Englewood Montessori school, which is currently Pre-K to 3rd grade, growing by one grade per year (just as PECS did). They have been very helpful in providing information about their Pre-K program and funding sources.

If we decide to proceed with a Pre-K program we will have to create more space, as there is no room in this building. We could either have the Pre-K program off-site, or use modular buildings to free up rooms in the main building. The feasibility analysis will provide a recommendation and cost estimates.

Mr. Reilly is working on the PECS Promise (PECS Bridge to College) program. He proposed that a formal committee be formed to work with him on this. The purpose is to get PECS grads into high quality high schools, track former PECS grads to see how they are doing once they leave our building, and continue to support them throughout high school and college. KIPP through College is a similar program. It is three-tiered to follow students through middle school, high school and college. PECS has the mentor program. The more engaged we are with the middle school, the more successful the program will be. An ad hoc task force will be formed to continue working on this undertaking.

iii. GOVERNANCE

The committee will discuss possibly expanding the size of the board.

iv. FINANCE

Consider funding from our surplus to cover some of the costs of the new programs.

V. SCHOOL REPORT

There are 117 Kindergarten applications. Of those, 110 have responded that their child will be attending PECS in the fall. 50 of those will be attending Semester 3. There are 412 returning applications and 296 new student applications. We will have 4 KG classes, 3 - 1st Grade, 3 - 2nd Grade, 3 - 3rd Grade, and 2 classes each in grades 4 – 8.

Semester 3 has 148 students scheduled to attend - 50 are Pre-K, 9 KG, 10 – 1st, 12 - 2nd, 15 - 3rd, 17 – 4th, 8 – 5th, 17 – 6th, 9 – 7th and 1-8th. Semester 3 is comprised of Enrichment programs and Intervention programs. For the Enrichment portion of Semester 3, there are 10 for test prep, 10 for guitar, 7 for glee, a large majorette and cheer group, and at least 10 for the Garden Club. Intervention is based on GPA and NWEA scores in low to average range. 92 current students entered into the intervention program.

There were 453 students at year end.

ISAT scores have not been received yet. Explore scores have also not been received yet.

The NWEA data will be from fall, winter and spring. 1st year growth is projected from fall to spring. After the first year, it will be tracked from spring to spring. At the next board meeting we will spend some time dissecting the NWEA scores and learning about exactly what the assessment tells us about our students' performance and growth..

Parent involvement increased. 86% of parents attended PTC. 99% attended PEP. Overall, parent involvement was 88%.

49 faculty are in place right now. 6 will not return. 5 of them are moving out of state and 1 has accepted a position with the state. We hired a SPED teacher who is coming to us from a high school. She wants to do a better job of helping elementary students transition to high school. We have also hired a new KG teacher from Florida and a middle school teacher who is a Golden Apple Scholar.

EVERY class room will be in use next year. Our projected enrollment is 500.

A groundbreaking for the Garden Club was held on the 20th of May. WholeKids Foundation came out and provided snacks and drinks and help assemble the raised garden beds.

VI. ADJOURNMENT

NEXT MEETING: Thursday, September 25, 2014, @ 4:00 p.m., WATER STREET, 333 W. Wacker Dr.