

**The Elmwood Village Charter School**  
**Board of Trustees Meeting**  
**Wednesday January 21, 2009**

**Trustees Present:** Mimi Barnes-Coppola, Liz Evans, Kathy Franklin-Adams, Kitty Herrick, Regan Ihde, Pam Pollock, Kelli Simpson, Paul Souter

**Trustees Absent:** Shirley Courton, Marguerite Battaglia Evans, David Rodriguez

**Others Present:** John Sheffield (Director)

Liz Evans called the meeting to order at 6:11 p.m.

1. Liz presented the agenda for the meeting. There were no additions. Approved.
2. It was suggested that the December minutes be modified to include the improvement of same cohort groups from October 2006 to October 2008. Motion to approve the minutes from December 17, 2008, as corrected, was made by Paul and Seconded by Kitty. Approved.

3. DIRECTOR'S SUMMARY

Enrollment

Current EVCS enrollment is 170 students. A parent withdrew a student in response to an attempt to address excessive absences. The parent stated an intent to home-school the child, however, no educational plan has been filed with the district. John has been working with CPS on the matter and is holding the spot open in hopes that the parent can be persuaded to re-enroll the child.

Academics

- a. Students in grades 3-5 completed ELA Testing last week. Tests have been sent to the consultant company that grades the written portion (Accelerating Student Academic Performance). When returned, the multiple choice portions will be sent to BOCES for scoring. Sixth graders took the first of three parts of the ELA today.
- b. John passed out charts illustrating kindergarten performance on the mid-year DIBELS (Dynamic Indicators of Basic Early Literacy Skills). The first chart showed that 71% of the students are at or above benchmark performance on Initial Sound Fluency. It also illustrated improvement from the beginning of the year for all students. The second chart showed performance on Nonsense Word Fluency relative to the end of the year target. It indicated that 29% of the students have already reached or surpassed this benchmark. The third chart showed that 62% of the kindergarten students have already reached or exceeded the year-end benchmark for Phoneme Segmentation Fluency. The results of this data are used to differentiate instruction, to determine which students are ready to begin guided reading, and to develop AIS plans for at-risk students. EVCS now has sufficient data and has tried enough interventions to refer a child to CSE for further testing if necessary.

Personnel

- a. Bob Gainey, Physical Education teacher and 5th grade teaching assistant, will be leaving

EVCS on February 20, 2009 to accept a position as full-time PE teacher at Springville Central School. The position has been posted and resumes are being accepted. It is likely to remain a full-time position by combining the PE/Health position with a teacher assistant position.

b. John requested Board approval to appoint Anne Wechsler to a half-time position as curriculum coordinator. Anne has been filling this role on a consultant basis since the opening of the school with consultant fees paid with grant money. John wants to make this a permanent position and include Anne as an employee of the School. Her salary of \$19,000 for the remainder of the year was included in the budget. A motion to create a half-time position as Program Coordinator and to appoint Anne Wechsler to fill that position was made by Mimi and seconded by Paul. Approved. Pam Pollock abstained from discussion and voting on this matter.

a. The network that controls the EVCS phone system is failing. It no longer provides adequate power and connection to the phones, resulting in phone failures and outages. Approximately six classrooms are without phones. John is seeking a proposal to alleviate this problem.

b. A parent fell on the stairs leading to the cafeteria while picking up a child from the Boys and Girls Club after school program. The parent is claiming injury and our insurance carrier has been notified and has received copies of the accident reports. EVCS is attempting to deal with the problem of winter floors wet from snow coming in on people's feet by extra mopping and use of rugs in critical areas.

## **Financial**

### **See Treasurer's Report**

#### **Recruitment**

Open houses for prospective students are scheduled on January 28, 2009, from 6:00 until 8:00 p.m., and February 4, 2009, from 8:30 until 11:00 a.m. Board members were invited to attend. Open houses were publicized with ads in Western New York Family Magazine, which is distributed in pediatricians's offices, and the Buffalo Rocket. Postcards were distributed to daycare centers, churches, local businesses, libraries, pre-schools that include students with special needs, and after-school programs. Postcards were printed in both English and Spanish. All areas of the city were targeted. A particular effort was made to reach organizations serving LEP students and students with special needs.

#### **4. TREASURER'S REPORT**

Regan Ihde presented the financial reports for the months of November and December, 2008. (In packet.) In summary, for the six months ending December 31, 2008, EVCS incurred an actual increase in net assets of \$138,900 vs. a budgeted decrease in net assets of \$149,500. The result is favorable variance of \$288, 400. It was moved by Pam and seconded by Paul to accept the financial reports. Approved. A formal request will be made to accountant, Lisa Kirisits, to provide the financial report prior to each monthly meeting. The financial committee will set up a meeting with John in the near future.

#### **5. OLD BUSINESS**

The Task Force on Middle School Expansion met January 3, 2009. Procedures were discussed and appropriate programs will be investigated. Two possible buildings are becoming available. The first is School #36 on Days Park which is within walking distance and would suit the needs of elementary school students. It is closing as a Buffalo Public School in June, 2009. The other is the Tapestry building which will be vacant when the students move to their new building in June, 2010. Liz will be meeting January 22, 2009, with Gary Crosby of the BPS, regarding School #36.

#### 6. NEW BUSINESS

- a. EVCS will be needing a new parent representative to the Board. A discussion was held about how we might find a qualified, interested person. It was pointed out that attendance at Community Association Meetings has been poor and that election in that way might not be truly representative. Since all parents of EVCS students are automatically members of the CA, perhaps all parents should be canvassed. The Board will draft a letter to parents inquiring about interest. Election can be done by email or take-home ballot.
- b. In past years, EVCS has purchased health and dental insurance through the Buffalo Niagara Partnership. This year, insurance through the partnership offers inadequate coverage with higher premiums. John met with a benefits consultant who provided proposals for health and dental insurance with rates and coverage comparable to previous plans. Principal Dental and Independent Health were selected. (Details in Packet.) Coverage will be in place into 2010. Past practice has been to allow employees working 80% of the week or more to be included in the health and dental care with the school paying in proportion to their FTE. John proposed that half-time staff be allowed to purchase insurance through the school's providers. This provision would carry no extra cost to the school. A motion to allow half-time staff to purchase the health insurances through the EVCS providers was made by Kitty and seconded by Regan. Approved. It was moved by Mimi and seconded by Kitty that part-time staff be given paid sick days in proportion to their FTE. Approved. . Pam Pollock abstained from discussion and voting on these topics.

A motion to adjourn was made by Pam and seconded by Paul. Approved. The meeting was adjourned at 8:02 p.m.

Respectfully submitted,  
Pamela Pollock

#### FUTURE DATES:

-Sue Gibbons from the NY State Education Department will be visiting the building on Tuesday, January 27, 2009. Trustees are invited to meet with her if they are available.

-Next meeting of the EVCS Board is Wednesday, February 18, 2009 at 6:00 p.m.