

**The Elmwood Village Charter School  
Board of Trustees Meeting  
Wednesday, June 20, 2012**

**Trustees Present:** Mimi Barnes-Coppola, Marguerite Battaglia-Evans, Liz Evans, Concetta Ferguson, Kathy Franklin-Adams, Catherine Herrick, Frank Housh, Pam Pollock

**Trustees Absent:** Leah Egan Stoddard, Matt Ryan

**Others Present:** John Sheffield, EVCS Director; Roy Clay, prospective parent representative to EVCS Board of Trustees; Christopher Bieda, father of an incoming kindergarten student

Liz Evans called the meeting to order at 6:10 p.m.

1. Liz presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on May 9, 2012, were presented. Frank moved and Kathy seconded that the minutes be accepted as presented. Approved unanimously.
3. FINANCIALS

Financial reports for April and May, 2012 were presented. For the eleven months ended May 31, 2012, EVCS showed an increase in net assets of \$588,923 vs. a budgeted decrease in net assets of \$32,505. The result was a favorable variance of \$621,428. Frank moved and Kathy seconded that the financial report be accepted as presented. Approved unanimously.

**4. EVCS BOARD MEMBERSHIP/OFFICER ELECTIONS**

-New Board Member: On behalf of the nominating committee, Liz presented the following resolution to the Board: Be it resolved that the Elmwood Village Charter School Board of Trustees voted to select Roy Clay as the final candidate to its Board of Trustees, with a term expiring on June 30, 2015, pending approval by SED. The resolution approving Roy Clay is formally adopted upon SED's approval. Marguerite moved and Concetta seconded that the resolution be accepted as presented. Approved unanimously.

-Term Renewals: Catherine Herrick expressed regret at her need to resign from the Board of Trustees, as her current schedule does not allow her sufficient time to be an active Board member. Frank moved and Pam seconded that the Board express thanks for Catherine's years of dedicated service. Approved unanimously. Liz moved and Marguerite seconded that Concetta Ferguson, whose term as parent representative to the Board is expiring, be appointed to the Board to fill the remaining two years of Catherine's unexpired term. Approved unanimously. Marguerite moved and Concetta seconded that Liz Evans be named to a third term on the EVCS Board of Trustees. Approved unanimously.

-Election of Officers: Marguerite moved and Concetta seconded that Liz Evans be elected to serve another year as President of the Board of Trustees. Approved unanimously. Liz moved and Marguerite seconded that Leah Egan-Stoddard be elected to serve as Vice President of the Board of Trustees. Approved Unanimously. Liz moved and Marguerite seconded that Pam Pollock be elected to serve another term as Secretary of the Board of Trustees. Approved unanimously. Liz moved and Marguerite seconded that Concetta Ferguson be elected to serve another term as Treasurer of the Board of Trustees. Approved unanimously.

**5. RESOLUTIONS**

-Liz presented Resolution #1, dealing with the terms of the agreement between the Elmwood Village Charter School and Northwest Savings Bank to finance

costs related to the school expansion and renovation. See attached resolution for details. Following discussion, Frank moved and Liz seconded that Resolution #1 be approved as written. Approved unanimously.

-Liz presented Resolution #3, relating to pursuing an appeal to the NYS Commissioner of Education to secure busing of EVCS students to and from school next year. See attached resolution for details. After much discussion, it appeared that none of the likely outcomes would be beneficial to EVCS students and families. Frank moved and Liz seconded that the Board not sign Resolution #2. Resolution # 2 was rejected unanimously. John and the Board of Trustees will postpone the issue of busing. The new Superintendent of the Buffalo Public Schools will be asked for her support. Liz presented Resolution #4 detailing the transfer of the School's operating bank account from First Niagara Bank to Northwest Savings Bank. See attached resolution for details. Frank moved and Pam seconded that Resolution #4 be approved as presented. Approved unanimously.

#### 6. DEVELOPMENT COMMITTEE

A Development Committee has been formed to investigate options to raise funds for the School on a larger scale. The first meeting was held on the afternoon of May 6, 2012. Methods, objective and timeline were discussed. Some possible donors were noted. Specifics will be decided in the near future.

#### 7. EXPANSION/FACILITIES UPDATE

All necessary permits have been approved by the City of Buffalo. Construction is progressing. Construction meetings are being held on alternate weeks to inspect progress. Things seem to be "on schedule" at the moment. It was suggested that there might be some kind of "Grand Opening".

#### 8. DIRECTOR'S SUMMARY OF ACTIVITIES

The EVCS Board of Trustees gave John a round of applause in appreciation of the expertise and dedication with which he led the School to achieve such successful rankings in the Business First Schools Issue.

##### Personnel

John proposed the following new hires for 2012-2013 (Vitaes are attached):

Shannon Burke-Krukowski, Middle School ELA

Diane Monacopetro, Middle School Science

Theresa Jankowski, first grade

Teachers still to be hired are two special education, Spanish, ESL, and a teaching assistant.

Liz moved and Frank seconded that the proposed candidates be hired. Approved unanimously.

John suggested the following bonuses for some teachers who have assumed extra duties and responsibilities at the satellite site over the past year:

Anne Landrigan \$1,000

Rob Campbell \$500

David Phillips \$500

Liz moved and Frank seconded that the proposed bonuses be approved. Approved. Mimi abstained.

##### Transportation Update

Attorney, Kevin Quinn, does not recommend an appeal to the NYS Commissioner, based on the wording in the District's response to the Board.

##### Title I

During the past year, a planning committee consisting of John Sheffield, Anne Landrigan, Anne

Wechsler and Jennifer Seitz, has been making preparations to transition from targeted assistance Title I to School-wide Title I, allowing all students to benefit from this program. John requested approval from the Board to apply for School-wide Title I for the 2012-2013 school year. Frank moved and Pam seconded that John be authorized to apply for School-wide Title I for 2012-2013. Approved unanimously.

#### Teacher Evaluations

End-of-the-year evaluations for teachers in grades 4-7 will be partial evaluations since NYS Math and ELA Assessment results for 2012 have not been released. These must now be counted for part of each teacher's final evaluation.

#### Science and Social Studies Assessments

On the NYS State Science Assessment 88% of EVCS fourth grade students scored at or above proficiency. On the required local social studies assessment, which is based on previously administered State Assessments and is aligned with NYS Standards, 100% of EVCS students scored at or above proficiency.

#### Moving

A moving company, Lincoln Moving and Storage, has been engaged to move both sites. Teachers will be packing up classrooms according to the company's specifications. Tentative dates for the move are August 15, 16, and 17.

#### Sublease

A draft-lease with Autistic Services has been sent to Sam Savarino's attorney for review. Autistic Services has sent the draft to SED for approval. There are only a few more minor issues to resolve with the attorney for Autistic Services. Their plan is to take occupancy of 124 Elmwood on August 24, 2012.

#### Notice to First Presbyterian Church

EVCS will send a written request to First Presbyterian Church for an extension of the lease until August 31, 2012. The space will be needed for August professional development. They will be given notice that EVCS does not intend to exercise the renewal option.

#### August Professional Development

Professional Development is scheduled to begin on August 20, 2012. It will include Responsive Classroom and Developmental designs (middle school version) led by Andy Steck. There will also be training on the Writing Workshop Model; the Accelerated Reader and Successful Reader programs (computer programs that help teachers manage and monitor children's independent reading practice); writing Student Learning Objectives (SLOs); the new evaluation system; health, safety and medical issues; the emergency plan and operations for the new building; Response to Intervention (RTI); EVCS operating values, employment policies, and education plan; curricular alignment to the Common Core Learning Standards; data analysis and review; school-wide focus on character traits; math strategies; and a discussion of the documentary Waiting for Superman.

Responsive Classroom and Development Designs ( Andy Steck )

Writing Workshop Model ( Kate Smidt )

Operating Values, Employment Policies, and Education Plan ( John Sheffield )

Accelerated Reader ( Webinar )

Successful Reader ( Webinar )

Writing SLOs ( John Sheffield and Anne Landrigan )

Teacher Evaluation ( John Sheffield )

Health and Safety ( John Sheffield and Dana Fauth )  
Emergency Plan John Sheffield )  
RTI ( Anne Landrigan )  
Curriculum Alignment ( Anne Wechsler)  
School-wide Character Traits (Anne Wechsler )  
Data Analysis and Review (Anne Landrigan and John Sheffield)  
Math Strategies (Anne Wechsler and Johanna MacDonald )  
Waiting for Superman ( Anne Wechsler and John Sheffield )

#### 9. OLD BUSINESS

There was no additional old business.

#### 10. NEW BUSINESS

The Board of Trustees meeting schedule for academic year 2012-2013 was discussed. Dates are listed at the bottom of the minutes.

Concetta announced that, this year, the annual fundraising event, Evening In the Atrium, will be held on Saturday, Oct. 13, 2012. The Board as a group will donate \$1,000 to purchase large raffle prizes. Each Board member is also asked to sell ten tickets to the event.

A motion to adjourn was made by Liz and seconded by Marguerite. Approved unanimously. The meeting was adjourned at 7:35 p.m.

Respectfully submitted,  
Pamela Pollock

#### FUTURE DATES:

Meetings at 6:00 p.m.: September 19, 2012; October 17, 2012; November 14, 2012;  
December 19, 2012; January 16, 2013; February 20, 2013; March 20, 2013; April 17,  
2013; May 8, 2013; June 19, 2013.