

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, June 17, 2015

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki-Smith, Roy Clay, Kathy Franklin-Adams, Ingrid Knight, Andrew Mouw, Pamela Pollock, Matt Ryan, Natalie Stoyanoff

Trustees Excused: None

Trustees Absent: None

Others Present: John Sheffield, EVCS Director; Liz Evans, EVCS Operations Manager

Mimi Barnes-Coppola called the meeting to order at 6:06 p.m.

1. Mimi presented the agenda for the meeting. There were no changes. **Approved.**
2. Minutes from the Board of Trustees meeting held on May 13, 2015, were presented. **Matt moved and Natalie seconded that the minutes be accepted. Approved unanimously.**
3. FINANCIAL REPORT

Andrew stated that the May, 2015 financial report was not yet available from the accountant. **Jenn moved and Ingrid seconded that the May financial report be tabled until the next meeting in August. Approved unanimously.** The Board expressed thanks to Andrew for his service on the Board and for agreeing to accept the office of Board Treasurer which filled a significant void. Members expressed regret at his need to leave the Board and wished him well in future endeavors.

4. RENEWAL, REPLICATION, SCHOOL VISIT

Liz reported that several members of the Task force on Replication made a site visit to Rochester Prep which is part of the Uncommon Schools Network. Visitors were hosted by Anna Hall, CEO of a group of the Uncommon Schools. She provided a tour of the school and an explanation of the administrative, academic and financial structures used by Uncommon Schools.

5. NOMINATING COMMITTEE ACTION ITEMS

-Following interviews by the Nominating Committee, Marguerite recommended Matthew Moscati to become a member of the EVCS Board of Trustees. Mr. Moscati is an architect with expertise in School buildings. He has also had some experience in business and financial matters. **Marguerite moved and Pam seconded that, on the recommendation of the Nominating Committee, Matthew Moscati be approved as a member of the EVCS Board of Trustees. Approved unanimously.**

-On behalf of the Nominating Committee, Marguerite presented the following slate to serve as officers of the EVCS Board of Trustees for the 2015-2016 term:

Chairperson	Mimi Barnes-Coppola
Vice Chair	Jennifer Bernacki-Smith
Secretary	Pamela Pollock
Treasurer	Matthew Moscati (pending SED's approval of his Board membership)

Matt moved and Andrew seconded that the entire slate of officers be accepted as proposed. Approved unanimously.

-The Nominating Committee also interviewed a number of interested parents to serve as Parent Representative to the Board of Trustees. The Committee recommended Elizabeth Santacrose to succeed Roy Clay as Parent Representative. On the Committee's recommendation

the Board Passed the following resolution:

**Resolution of the Elmwood Village Charter School (EVCS)
Board of Trustees**

At a meeting of the Board of Trustees duly called and held on June 17, 2015 be it

RESOLVED that the Elmwood Village Charter School BoT voted to select Elizabeth Santacrose as the final candidate to its BoT with a term expiring on 6/30/2018 pending approval by SED. The resolution approving Elizabeth Santacrose is formally adopted upon SED's approval.

Mimi expressed thanks to Roy for his service on the Board and around the school. Board members expressed individual thanks and good wishes.

6.DIRECTOR'S REPORT

Change to Trimesters

After consulting with teachers, the Leadership Team proposes a change from quarters to trimesters for the following reasons:

- The first quarter ends so early in the year that there is often insufficient data, especially for younger students.
- Since EVCS has a standards based report card, the time that it takes for teachers to complete report cards and the director to review report cards, is extensive.
- A trimester system would align report cards to intermittent assessments.
- A trimester system would allow EVCS to schedule parent-teacher conferences at the mid-trimester point so that teachers could discuss work samples with parents instead of taking time to answer report card questions.

Pam moved and Kathy seconded that the proposal to grade students on a trimester schedule be approved. Approved unanimously.

Teacher Search

-Rob Campbell, EVCS middle school social studies teacher and eighth grade class advisor, will be moving to San Diego at the end of the school year. The Hiring Team, made up of Kathy Franklin, BOT representative; Anne Wechsler, Academic Program Coordinator; Anne Landrigan, Student Services Coordinator; Shannon Krukowski, middle school ELA teacher; and the Director interviewed three candidates to fill the middle school social studies position. The team ranked each candidate using a five-point rubric. The position has been offered to the lead candidate, and the team is awaiting his response.

-The Team is also interviewing candidates for the new fifth grade classroom. There may also be some internal movement between positions. Applications are being accepted for a school counselor in the event that the school cannot negotiate an acceptable agreement with Catholic Charities, and for Recruitment and Retention Coordinator.

- All positions were posted on statewide teacher recruitment web sites and *Buffalo Job Finder*.

Recruitment and Retention Coordinator

This new, half-time position will focus on outreach to assist in recruitment of target populations. There will also be outreach to families of current students from target populations to ensure that their needs are being met, that there is frequent and purposeful communication between the school and home, that students and their families become more fully engaged in the life of the school community and that they are assisted with social challenges that may affect a child's education. The person will work with the Director of the school to ensure that there is

representation at all student recruitment fairs, that daycare and pre-school providers thoroughly understand EVCS's programs and the services offered, that there is outreach from EVCS at community events to bring families of target populations into the school, to assist families with the application process and to connect them with appropriate personnel (ESL Teacher, Special Education Coordinator, Title I Coordinator, McKinney-Vento Liason, Transportation Coordinator, etc.).

Business First Rankings

In the annual school rankings prepared and published by the magazine *Business First*, the EVCS elementary school was ranked as the highest performing elementary school in Buffalo (public and private) and number eight out of 262 elementary schools in Western New York, which encompasses Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, and Wyoming counties. The EVCS middle school was ranked as the second highest performing public middle school in Buffalo, second only to City Honors. The EVCS middle school ranked as the fifth highest performing middle school, overall, in Buffalo (public and private), and 72 out of 194 middle schools in all Western New York, outranking even Olmsted, a criterion based school ranked at (102). These rankings were based on a four-year average and EVCS has had a full middle school for only two out of the past four years. Despite losing many of the highest achieving students to City Honors after fourth grade, the EVCS middle school increased sixteen places in the rankings from the last year.

End of the year STAR Assessments

End of the year STAR Assessments have been completed. Data is currently being reviewed, and student growth percentiles will be calculated in preparation for teachers' summative evaluations. Line-item analysis will be used to assess curriculum alignment. The end of the year STAR is also one of the tools used to develop individual students AIS plans for the next school year.

Summer Programming

This summer, Boys and Girls Club will be running a summer program at EVCS. AmeriCorps will be providing summer tutoring and the school is running a summer art camp.

Community Outreach

As part of the community outreach effort, EVCS is sponsoring a school supplies and clothing drive that will be made available to people on the West Side of Buffalo. Families will be invited to come into the school for gently used school clothes and school supplies. A recruitment table will be set up at the give-away to make parents of children in the community aware of the school and the programs offered.

Change in Leadership at the Charter School Office

John received an e-mail from Bill Clarke. He has resigned his position at SED to take a position at a not-for-profit school turnaround organization. There is currently no word regarding who will replace him.

School Attorney

EVCS has received word that its law firm, Damon-Morey has merged with Hiscock and Barclay to become Barclay Damon. Steps will be taken to determine what impact this may have on the school.

7. PROPOSED CAPITAL PURCHASES for end of 2014-15

Karen Burhans, Accountant, has noted that EVCS currently has a budget surplus of nearly \$600,000. She added that, given funding formulae, it is likely to be this largest surplus for some time, and added that it might be wise to use it for some capital investments. The following items

were proposed:

<u>Department</u>	<u>Item(s)</u>	<u>Unit Price</u>	<u>Number</u>
Middle School ELA	Class Set of Chromebooks	\$300	26
		\$7,800	
Instructional	Laptops/Desktops	\$750	34
		\$27,500	
First Grade	Smartboard	\$5,000	2
		\$10,000	
Second Grade	Smartboard	\$5,000	2
		\$10,000	
Library	Shelving	\$2,500	1
		\$2,500	
Library	Laptops for Tech. Center	\$750	26
		\$19,500	
Dance	Classroom Mirrors	\$500	6
		\$3,002	
Gym	Mat Installation	\$1000	1
		\$1,000	

Other purchases to be made with funds primarily raised through the capital campaign include:

	Gym		
	Soundproofing	\$17,000	1
			\$17,000
Gym	New Sound System	\$4,578	1
		\$4,578	

Marguerite moved and Matt seconded that the proposed capital purchases be authorized.

Approved unanimously.

8. COMMUNITY ASSOCIATION UPDATE

-The C.A. elections were held last month. Results were:

President	Andrea Rodriguez
Vice President	Stacey Geiger
Secretary	Lisa Cahill
Treasurer	Adrianna Huynh-Sciuto

-The C.A. donated \$1200 to the Days Park Block Club to assist with beautification of the park. They earned \$800 from Allentown Art Festival parking.

-Upcoming year-end activities include Field Day and Teacher Appreciation Day.

9. NEW BUSINESS/ ANNOUNCEMENTS

-The EVCS Board of Trustees selected meeting dates for the upcoming year:

August 19, 2015; September 16, 2015; October 21, 2015; November 18, 2015; December 16, 2015; January 20, 2016; February 17, 2016; March 16, 2016; April 20, 2016; May 11, 2016; and June 15, 2016.

-The eighth grade Moving Up Ceremony will be held Tuesday June 23, 2015, at 6 p.m. at Asbury Hall. Board members are invited to attend.

Marguerite moved and Matt seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 7:36 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m.: Aug. 19,2015; Sept. 16, 2015; Oct. 21, 2015; Nov. 18, 2015; Dec. 16, 2015; Jan 20, 2016; Feb.17, 2016; Mar. 16, 2016; April 20, 2016; May 11, 2016; June 15, 2016