

**The Elmwood Village Charter School**  
**Board of Trustees Meeting**  
**Wednesday, April 21, 2010**

**Trustees Present:** Marguerite Battaglia-Evans, Liz Evans, Concetta Ferguson, Kathy Franklin Adams, Kitty Herrick, Paul Marzello, Pam Pollock

**Trustees Absent:** Mimi Barnes-Coppola, Shirley Courton, Paul Souter

**Others Present:** John Sheffield, EVCS Director; Michael Ferdman, Partner, Hiscock & Barclay; John Kolaga, Attorney, Damon Morey

As Board President, Liz Evans, was delayed, Pam Pollock called the meeting to order at 6:03p.m.

1. An opportunity for public comment was announced. There was none.
2. **It was moved by Concetta and seconded by Kitty that the Board enter executive session to discuss legal matters. Approved.** Liz Evans arrived at 6:25 p.m. and chaired the remainder of the meeting. **Pam moved and Liz seconded that the Board exit executive session. Approved.**
3. Minutes from the meeting held on March 17, 2010, were reviewed. **Marguerite moved and Kathy seconded that the minutes be accepted as presented. Approved.**
4. The Board reviewed the financial statement for the nine months ended March 31, 2010. An increase in net assets of \$100,933 versus a budgeted decrease in net assets of \$52,009, resulted in a favorable variance of \$152,931. **Concetta moved and Kitty seconded that the financial statement be approved as presented. Approved.**
5. DIRECTOR'S SUMMARY OF ACTIVITIES

Additional Rent

**Paul M. moved and Concetta seconded that John be authorized to pay the additional \$6000 rent billed by our landlord, and to accompany the payment with a letter of protest following wording suggested by our legal counsel. Approved.**

Personnel Matters

a. Retirement benefits were discussed. The IRS does not permit distinctions between classes of employees in regard to retirement accounts. Therefore EVCS cannot offer employer contributions to 403( b ) retirement accounts to non-instructional employees without doing the same for instructional employees. Our accountant has recommended that we not join the New York State Employees Retirement Plan because:

- once an organization is a member, it cannot withdraw;
- it is a complicated system with many more tiers than the NYS Teachers' Retirement Plan;
- the benefits are not very good considering the investment.

It is recommended that EVCS do what some other charter schools have done. The plan would be to give full-time non-instructional employees a 5% pay raise and encourage them to invest it in their 403(b) accounts. We cannot, however, require that they do so. The cost of this would be an additional \$5188.40 per year. **Kitty moved and Liz seconded that this plan be adopted contingent upon availability of funds.**

**Approved.**

- b. It is expected that EVCS will soon be in need of upgraded custodial skills, or a Licensed Stationary Engineer. Our current custodian has expressed a willingness to acquire such skills. John expressed and the Board concurred that EVCS might subsidize the cost of the additional training and consider raising the pay for the position to reflect the higher level of responsibility, also contingent on availability of funds.
- c. If we get approval for our second kindergarten, specials teachers will be teaching eight classes per day without a prep period. John recommended a \$2000 increase for art and dance teachers, who teach two days per week, and a \$1000 increase for Spanish, music and physical education teachers, who teach one day per week. This would cost EVCS \$7000. The board concurred with this recommendation contingent on approval of the addition of a second kindergarten.
- d. During the current academic year, EVCS has had difficulty attracting qualified AmeriCorps candidates to fill certain positions. Consequently, we have had a highly qualified individual (a teacher who is certified in three areas and has a Master's degree) serving in the dual role of special education aide (a position mandated by the child's IEP) and third grade teaching assistant. John recommended that EVCS attempt to retain this individual in the same role if possible, since the child who needs her services will be in the third grade classroom next year and the school is mandated to have an aide in place from Sept. 1. The Board concurred.
- e. The issue of staff compensation was raised. The probability is that the level of funding for Charter schools will be frozen for the second consecutive year. However, we believe that our outstanding staff deserves some type of increased financial remuneration. A raise would be based on a percentage of each employee's salary. A step increase could be a flat amount across the board. A \$500 step increase would total \$11,000. A 2% pay increase would cost \$18,636. The Board recommended that we give a \$500 step increase contingent on availability of funds.
- f. During the current academic year, EVCS has had a Title I teacher through the Recovery Program. If we want to continue to have a teacher or assistant in this role, it would cost us \$6000 through AmeriCorps. Our student population is too large to be served adequately by a single Title I teacher. The Board supported continuation of this program.

#### Budget Contingencies

Should we not be approved for our second kindergarten, EVCS may need to consider a deficit budget. If not that, then we will need to carefully consider what we can cut. Possibilities include field trips, teaching assistants, professional development, employee benefits. None is an attractive choice.

#### Notice of Compliance

EVCS received notice from NY State that we are currently in compliance with provision of Related Services for special education students. This is good news and supports our decision to pay a private contractor to deliver these services. However, costs are up. We may need to consider putting the contract out for new bids or separating the services and hiring our own part-time therapist in one or more areas.

#### Boys and Girls Club

We have been notified that Gary Freedman, Director of our Boys and Girls Club after - school program, has resigned to become part of a private law firm. EVCS will be

involved in the process of selecting his replacement.

Enrollment

Student enrollment now stands at 172. We lost a sixth grade student who has moved to Colorado.

Hiring

Applications and resumes are being screened for the 2010-2011 academic year. EVCS will be in need of one special education teacher and, if our second kindergarten is approved, another kindergarten teacher.

6. NEW BUSINESS

Calendar

John presented a proposed calendar for academic year 2010-2011. The calendar showed school opening on Wednesday, September 1, 2010 and ending at 11:30 a.m on Thursday, June 23, 2011. **Paul M. moved and Concetta seconded that the proposed calendar be adopted. Approved.**

New Board Members

We again discussed the need to replace several retiring Board members. Ideally, we would like someone with expertise in finance who can serve as Board Treasurer and help us all understand a balance sheet. We would also like a member with some legal experience. Several names were suggested.

Charter Renewal

It was suggested that available Board members meet at the School at 6 p.m. on Wednesday, May 5, 2010, to review the proposed Charter documents with Val and Dave.

**A motion to adjourn was made by Liz and seconded by Pam. Approved.** The meeting was adjourned at 7:55 p.m.

Respectfully submitted,  
Pamela Pollock

FUTURE DATES:

- Next regular meeting of the EVCS Board is Wednesday, May 12, 2010 at 6:00 p.m.
- Future meetings: June 16, 2010; July - NO MEETING; Aug. 18, 2010