

**The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, February 17, 2010**

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

Trustees Absent: Shirley Courton

Others Present: John Sheffield, EVCS Director; John Kolaga, Special Counsel, Damon Morey; Michael Ferdman, Partner, Hiscock & Barclay; Lisa Kirisits, CPA and Karen Burhans, CPA Kirisits & Associates

Liz Evans called the meeting to order at 6:03 p.m.

1. **Pam moved and Marguerite seconded that the meeting agenda be rearranged to begin with the discussion of middle school expansion in order to accommodate the schedules of our guests. Approved.** John Kolaga presented the contract for the purchase of the School # 36 building and highlighted some of the provisions which he felt were unreasonable and not generally part of such a document. There was considerable discussion. John Kolaga suggested preparation of a similar document omitting the most onerous provisions which would be faithful to EVCS' original offer. This would include payment of the City's asking price \$540,000 and indemnifying the City against future liability from the property. There would also be a contingency clause that would allow EVCS to walk away following a DEC site assessment, to include tests of soil and ground water, should environmental hazards be found. Lisa Kirisits, accountant for the school, stated that EVCS had a healthy cash balance. It was her opinion that it would be a good use of funds to invest them back into the organization for the purpose of expansion of the school. She added that conservative budget projections indicated that EVCS should be able to manage the costs of a dual campus until we begin to receive the additional revenues from NY State for the additional students. **Paul Marzello moved and Pam seconded that EVCS re-submit the proposal with cross-outs as prepared by our attorneys. The motion was approved unanimously.** Mike Ferdman will submit the revised proposal with a \$5000 check for earnest money by the end of business, Friday, February, 19, 2010.
2. Karen Burhans presented a draft of Form #990 which had been prepared by Auditors Lumsden and McCormick with input from Kirisits and Associates. Several minor changes were discussed. **Marguerite moved and Concetta seconded that the draft be approved subject to the minor changes which would be communicated to the auditors. Approved.** The financial statement for the seven months ended January 31, 2010 were also presented. The current ratio of assets to liabilities was reported to be 3.0 to 1, which is very good. Recommended continued strategy will be to pay all vendors in a timely fashion, to follow up on federal grant reimbursement requests and to monitor cash flow and cash management. **Marguerite moved and Concetta seconded that the financial report be accepted. Approved.**
3. Minutes from the meeting held on January 20, 2010, were reviewed. **Kitty moved and Kathy seconded that the minutes be accepted as presented. Approved.** Minutes from the Special Board meeting held on February 3, 2010, were also reviewed. **Mimi moved and Concetta seconded that the minutes be accepted as presented. Approved.**

4. DIRECTOR'S SUMMARY OF ACTIVITY

Applications

As of 2-17-2010, applications received for the next academic year were as follow:

K	50	4 th	4
1 st	14	5 th	8
2 nd	9	6 th	0
3 rd	5		

Minority Enrollment

John expressed concern that minority enrollment has declined in recent classes as follow:

K	12%	4 th	28%
1 st	12%	5 th	44%
2 nd	16%	6 th	48%
3 rd	12%		

Sibling preference has been a factor in this decline as it limits the number of openings in lower grades, especially kindergarten. There has also been a surge in applications from majority families, while the number of minority students who enter the lottery has been stable. EVCS needs to do a better job recruiting minority families.

Outreach Efforts

A variety of strategies for reaching minority families was discussed. These include print advertisements delivered to pediatricians' offices and to community centers and other gathering places in a variety of neighborhoods. On-line advertising was suggested. Post cards in English and Spanish could be delivered to day care centers, libraries, physicians' offices, houses of worship, after-school programs, and pre-schools serving diverse populations. Radio and newspaper advertisements targeted to media serving minority populations was suggested.

Attendance

John distributed copies of the attendance policy and expressed concern that some families do not always adhere to guidelines. One family has expressed a desire to take an "educational leave" which will continue into September. The question was raised whether a student not returning in September might lose the seat. The opinion was that the seat could be held until BEDS day in October.

A motion to adjourn was made by Paul Souter and seconded by Mimi. Approved. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

- Next regular meeting of the EVCS Board is Wednesday, March 17, 2010 at 6:00 p.m.
- Future meetings: Apr. 21, 2010; May 12, 2010; June 16, 2010; July - NO MEETING; Aug. 18, 2010