

**The Elmwood Village Charter School  
Board of Trustees Meeting  
Wednesday February 16, 2011**

**Trustees Present:** Marguerite Battaglia-Evans, Mimi Barnes-Coppola, Liz Evans, Concetta Ferguson, Catherine Herrick, Matt Ryan, Paul Souter

**Trustees Absent:** Frank Housh, Pam Pollock, Kathy Franklin-Adams

**Others Present:** John Sheffield, EVCS Director; Karen Burnhans, CPA from Kirisits and Associates

Liz Evans called the meeting to order at 6:07 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 January 19, 2011, were presented. **Matt moved and Liz seconded that the minutes be accepted as presented. Approved.**

3. FINANCIALS

-The Draft 990 for fiscal year July 1, 2009 to June 30, 2010 was presented by Karen Burnhans, CPA. She noted a new section *Governance, Management and Disclosure*. She reviewed trustees' terms as reported on page 7 of the document. She noted the full disclosure of the relationship between Pam Pollock, trustee, and Anne Wechsler, employee of the school, found on page 28 of the document.

The point was raised that in the future, parent representatives to the Board of Trustees will be appointed rather elected, as in the past. Another difference is that the Parent Representative was elected during this term.

**Marguerite moved and Paul seconded that the 990 being accepted with minor revisions as discussed. Approved.**

-Financial Statement for seven months ended January 31, 2011 was reviewed. Financial Health continues to be very good. Everything is very close to budget. No concerns. For budgeting purposes, it was noted that the employer contribution to the New York State Teachers' Retirement System is expected rise from 8.63%. This falls in the "Employee Benefit" line of the budget. Next report will be prepared with this line separated "Health Insurance" and "Pension".

**Matt moved and Kitty seconded that the Financial Report be accepted. Approved.**

4. EXECUTIVE SESSION

**Matt moved and Kitty seconded that the Board move into Executive Session. Approved.**

**Mimi moved and Liz seconded that the Board move out of Executive Session. Approved.**

## 5. DIRECTORS REPORT

-Enrollment is currently at 197 students. The Kindergarten student discussed at the last Board Meeting is not here due to non-compliance with immunizations. John did a tour this week with a potential new student. It also looks like we are going to lose a second grade student due to family issues. John is working with the father of the student to keep the student in school.

-there are 167 registered so far for the lottery

82 for Kindergarten

85 K-7

16 siblings for K which leaves 34 seats open

-11 students from the fourth grade class were accepted to City Honors which means there will be plenty of openings for next years fifth grade class. Concetta suggested contacted the parents of the current fourth grade class at Campus West since they are closing to invite them to see a great program option for their children. Concetta will try to get some parent contacts at the school. Marguerite said she would speak with the Principal as well.

-John also reported that Anne Landrigan has been out for three weeks and will probably be out for another six weeks due to back surgery. In her absence, John hired Tricia Antos-Maher as a long term substitute to take some of her responsibilities. Tara Czamara will be assisting John with Anne Landrigan's administrative responsibilities, and he requested that the Board of Trustees give Mrs. Czamara a stipend of \$1000.00 as compensation for the extra work and responsibilities that Mrs. Czamara will be assuming. John will revisit this again should Anne Landrigan's absence be longer than anticipated.

**Mimi moved and Liz seconded to pay Tara Czamara a stipend of \$1000 for her dual role. Approved.**

-John requested that a stipend of \$1,200 be given to Mr. Phillips for coaching the Boys and Girls Basketball teams for a fourteen-week season- **Liz moved and Marguerite seconded to pay Mr. Phillips a \$1,200.00 stipend for his dual role. Approved.**

-There is a promising candidate for middle school math position. She will be here next week to do some observing and subbing.

-Health Insurance-anniversary date is 3/1/11-with both options-continue to pay 100% of single coverage and 85% of family coverage. **Concetta moved and Paul seconded to continue to fund as noted above. Approved.**

-Dental insurance will also continue as is. **Kitty moved and Liz seconded to continue to fund dental insurance as it is currently. Approved.**

-Tomorrow John is meeting with an Executive from the YWCA as an option to compare to Boys and Girls Club.

## 6. BOARD DEVELOPMENT/MEMBERSHIP

-Liz discussed a United Way website at [UWBEC.org](http://UWBEC.org) which has opportunities for Board Training.

-It was also suggested that Karen Burnhans return to train trustees on reading financial reports. This will be explored further.

-With the resignation of Paul Marzello, Liz asked the board to think of someone to nominate with a background in Business/Education.

## 7. ANNOUNCEMENTS

-John asked to discuss staff salaries as he has done some research and has discovered that the currently salaries are very low in comparison to other schools. The Board asked John to put together a proposal for review that would enhance EVCS staff salaries. This will be discussed again when the proposal is presented.

The meeting was adjourned at 8:05 p.m.

