

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

Trustees Present: Marguerite Battaglia-Evans, Mimi Barnes-Coppola, Liz Evans, Concetta Ferguson, Kathy Franklin-Adams, Frank Housh, Pam Pollock, Matt Ryan, Paul Souter

Trustees Absent: Catherine Herrick

Others Present: John Sheffield, EVCS Director

Liz Evans called the meeting to order at 6:12 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 February 16, 2011, were presented. **Liz moved and Concetta seconded that the minutes be accepted as presented. Approved.**
3. John gave an overview of the required new School Safety Plan and opened the floor for public comment. The plan will be finalized and approved at the April, 2011, meeting of the Board.

4. **FINANCIAL REPORT**

Matt presented the financial report. For the eight months ended February 28, 2011, EVCS had an increase in net assets of \$276,439 rather than a budgeted decrease in net assets of \$119,137. This resulted in a favorable variance of \$395,576. Matt praised John for his sound financial management in continuing to increase the favorable variance. **Marguerite moved and Kathy seconded that the financial report be accepted as presented. Approved.**

4. **EXECUTIVE SESSION**

Mimi moved and Concetta seconded that the Board enter executive session to discuss legal matters. Approved. Discussion followed. **Pam moved and Matt seconded that the Board exit executive session. Approved.**

5. **DIRECTOR'S SUMMARY OF ACTIVITIES**

A. **Academics**

-Earlier this month John attended a conference for school administrators on the new Common Core Standards and the new requirements placed on schools by Race to the Top. He hopes to schedule a presentation to the Board explaining these changes. They will affect curriculum, technology needs, staffing and teacher and principal evaluation systems.

-Between now and June 3, every teacher in the school will participate in a workshop about the new standards presented at BOCES. EVCS is using Race to the Top money to pay for these workshops, but participation will drive up substitute teacher costs.

-The Staff Development program scheduled for Friday, March 18, 2011, will focus on effectively engaging parents, dealing with difficult parents, de-escalating a hostile parent, and social disabilities and how they affect families.

B. **Parent Association Fundraising** - The Parent Association began the Annual Appeal this week. Early donations have already been received.

C. **Enrollment** - There are currently 250 students registered for the lottery. In addition to 18 sibling applications, there are 110 applications for kindergarten. In total, for all grades, there are 23 sibling applications. On average, there are 25 applications for each grade level from 1st to 5th. There are four applications for 6th grade and ten for

7th grade. Current enrollment is 197. The vacant kindergarten spot has been filled.

D. Personnel

-Kindergarten teacher, Dawn Carroll, will not be returning next year, citing the need to be more available to her family. EVCS is currently screening candidates for this kindergarten position as well as for the new first grade position, the middle school math position, and the part-time Spanish position.

-John plans to swap the AmeriCorps teaching assistant position in third grade with an assistant hired by the school. The 3rd grade has no students who receive consultant teacher services so there is not a special education teacher assigned to the class. Hiring an EVCS assistant will ensure that there is a highly qualified second adult in that classroom. This will be supported in the budget by using an AmeriCorps assistant in the middle school.

-By the end of the week, all staff members will have completed their mid-year progress monitoring evaluation with the Director. The progress monitoring is based on classroom observations and professional goals that were set for the year.

-In attempt to anticipate special education needs, there may be a need to hire another special education teacher. This is reflected in the budget. If EVCS is at two sites next year, Anne Landrigan will pick up more administrative duties at the second site and assist with the accelerated math program for the seventh graders. Resumes for the math position are being reviewed. Anne Landrigan will be returning to work following surgery on March 28. She has been working at home revising The EVCS Special Education Manual to bring it into compliance with the new Response to Intervention Model of evaluating and referring children for special services.

E. Staff Raises

-At the request of the Board of Trustees, John has been researching salaries in both public and charter schools. Starting salaries with a Bachelor's degree range from a low of \$33,600 to a high of \$42,500. The average starting salary with Bachelor's degree alone is \$37,500.

-Salaries of teachers working 15 years range from \$46,000 to \$67,000. The average is \$52,785. Salaries for teachers working 30+ years range from \$71,000 to \$93,000. The average is \$84,500.

-Building Engineers in Buffalo Public Schools make between \$55,000 and \$62,000. School nurses earn between \$46,000 and \$60,000.

-School secretaries in Buffalo earn between \$36,000 and \$50,000.

*The amount of raises for teachers would differ based on when they came to the school and whether or not they got caught in the funding freeze years. The goal is to have less inequality between salaries of teachers with comparable experience and time at EVCS. The EVCS base salary would increase from \$33,500 to \$35,000 (Bachelor's) and from \$34,500 to \$36,000 (Master's). In addition, each teacher would receive approximately \$1,000 for each year of full-time service. The Board expressed approval of John's research and the effort to raise the staff salaries.

F. Miscellaneous

-The Buffalo Public School District is coming on Tuesday, March 22, 2011, to conduct a student-by-student attendance audit to verify EVCS enrollment records.

-EVCS has two FOIL requests. The first is from the Buffalo Public Schools and seeks information on employees, their compensation and their benefits. The second is from CSEA, the non-instructional employees union for state workers. They are asking for the same employee information. In addition, they want copies of all contracts into which the school has entered. Our attorney is checking the legality of the requests for contracts.

6. OLD BUSINESS

Liz stated that she had received a Charter Board Member Professional Development Survey prepared by St. John Fisher College. She plans forward the survey to Board members both electronically and in paper copies. They are asked to complete the forms and return to her. She will keep copies to help evaluate needs as a board and also return copies to St. John Fisher to assist in their research.

7. NEW BUSINESS/ANNOUNCEMENTS

It was noted that the Board meeting scheduled for April 20, 2011, fell in the middle of the school's spring break. Since that impacts parents and a number of Board members, the meeting was re-scheduled for Wednesday, April 27, 2011.

John announced that Friday, April 18, 2011, would be a half-day for students. Professionals will be attending staff development program. (See Director's Report.)

John also stated that he had been interviewed by the Buffalo News and asked to comment on a report that EVCS has a higher concentration of tobacco vendors in the neighborhood than any school in the city. He noted that even if true, the matter was out of his control and that no problem of tobacco sales to students had been discovered.

A motion to adjourn was made by Liz and seconded by Kathy. Approved. The meeting was adjourned at 7:45 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

Meetings at 6:00 p.m. :April 27, 2011; May 11, 2011; June 15, 2011, NO JULY MEETING; Aug. 17, 2011

