

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, May 9, 2012

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia-Evans, Leah Eagan-Stoddard, Liz Evans, Kathy Franklin-Adams, Catherine Herrick, Frank Housh, Pam Pollock, Matt Ryan

Trustees Absent: Concetta Ferguson

Others Present: John Sheffield, EVCS Director; Christopher Bieda, father of an incoming kindergarten student

Liz Evans called the meeting to order at 6:10 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 April 18, 2012 were presented. **Frank moved and Kathy seconded that the minutes be accepted as corrected. Approved unanimously.**

3. FINANCIALS

Financial reports were not yet available, as the May meeting is earlier in the month than usual. **Frank moved and Catherine seconded that the financial report be tabled until the next meeting. Approved unanimously.**

4. EXPANSION/FACILITIES UPDATE

-John and Liz met with Dennis Master of BRD and a representative from HHL. They reported that the asbestos abatement of the new building has been completed. Permits from the City remain outstanding.

-EVCS has a commitment letter from Northwest Savings Bank which contains several adjustments. The accountant has read the letter and approved the terms stated. A copy of the letter was forwarded to Damon and Morey, EVCS Legal Counsel. **Mimi moved and Catherine seconded that Liz sign the commitment letter. Approved unanimously.**

-Autistic Services has approval from the NY State Department of Education to expand their program. They will apply to State Ed. for funds to sublease the 124 Elmwood site from EVCS. They will need 90% of the building for the coming academic year and there is a possible tenant for the final 10%. **Frank moved and Pam seconded that John be authorized to work with the attorneys to draft appropriate leases until they are ready to recommend signing. Approved unanimously.**

5. FUND RAISING/DEVELOPMENT

As EVCS expands, the need for additional financial resources increases. It will be necessary for the Board to increase focus on fund raising and development. Liz and Anne Wechsler met with Beth Gosch, Director of the WNY Foundation, to discuss strategies. A capital campaign with a targeted amount was suggested for the near future. The importance of energetic self-marketing was stressed. Leah volunteered to Chair the Development Committee. She asked Board members to contact her if they were willing to serve on the committee.

6. DIRECTOR'S SUMMARY OF ACTIVITIES

Busing

-John had a telephone conference with Kevin Quinn, attorney for the New York Charter School Association. He believes that EVCS has legitimate grounds for an appeal to the Commissioner of Education. The appeal cannot be filed formally until EVCS has received a written response to the letter that Frank sent on April 24, 2012. Since Frank wrote on behalf of the EVCS Board of Trustees, but on his legal practice stationery, his request has been sent to the BPS Legal Department. The cost of an appeal was estimated at between \$15,000 and \$18,000. NYSCA would split the cost with EVCS. NYSCA would also try to put pressure on the District through local media. An appeal to the Commissioner would be filed on behalf of the school and at least two parents. West Buffalo Charter School will not join EVCS in the appeal; rather, they will continue to work with a local attorney. Local options will be further investigated.

Lease for 124 Elmwood

-The meeting between Autistic Services and the State Education Department was favorable. Autistic services would like to lease up to 90% of the building in their first year (pending SED approval), with the option to lease more space in subsequent years. The EVCS attorneys have prepared a draft lease to send to legal counsel for Autistic Services. John sent a copy of the draft to the facilities committee for review and comments

Teacher Recruitment

-Efforts are currently underway to attract highly qualified teachers to fill the middle school science and ELA positions for next year. With the addition of eighth grade next year, the middle school will be fully departmentalized, with specialized teachers in all areas.

-Theresa Jankowski has completed her advanced study in literacy, and has applied to work at EVCS. John will recommend to the hiring committee that Theresa be re-hired, given her successful years of experience at EVCS, and the significant amount of professional development already invested in her.

Visit from SED

As reported last month, a team from the NY State Education Department will be visiting next Thursday. They are not requesting a formal meeting with the Board of Trustees. However, should a Board member wish to speak with them, arrangements can be made.

Parent Satisfaction Survey

The annual parent satisfaction survey will be sent home tomorrow. Provisions have been made for families without access to a computer to either come to the school and complete the survey online, or to receive a hard copy.

New York State Assessments

-NYS ELA and Math Assessments have been sent to BOCES for scoring.

-EVCS has been selected to participate in stand-alone field testing for our fourth grade in June. The field testing will be administered after the fourth grade NYS Science Assessment.

Summative Evaluations for Teachers

-Steps have been taken to enter scores for each teacher in the WYNRIC. It is a cumbersome process requiring that each student in grades 3-7 be linked to a teacher for ELA and Math. Next year, this will be expanded to include students in all grades and teachers of all subjects.

-End of the year formal observations will commence on May 21, 2012.

-John will be attending another workshop at BOCES, on May 25, 2012, covering the new requirements for teacher evaluations and the new standards for teaching.

7. OLD BUSINESS

A request has been sent to the parents to submit applications to serve as parent representative to the Board.

8. NEW BUSINESS

There was no new business. Liz reminded everyone that the June meeting will include the election of Board members and election of officers.

A motion to adjourn was made by Kathy and seconded by Liz. Approved unanimously. The meeting was adjourned at 7:40 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

Meetings at 6:00 p.m.: June 20, 2012; Aug. 15, 2012