

**The Elmwood Village Charter School  
Board of Trustees Meeting  
Wednesday October 20, 2010**

**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:** Paul Marzello, Catherine Herrick

**Others Present:** Lisa Kirisits, CPA, Kirisits & Associates, EVCS accountants: Tom Burns, Lumsden McCormack, LLP, auditors

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 September 15, 2010 were presented. **Matt moved and Frank seconded that the minutes be accepted as presented. Approved.**

3. FINANCIALS

A. Tom Burns of Lumsden and McCormick presented the audit findings and financial statement for the fiscal year ending June 30, 2010. He commended Lisa for excellent record keeping. Good accounting principles were used consistently. Findings were consistent and clear. All spending categories were found to be in line with other charter schools. There was a decrease in revenue of 5% due to expiration of the PCSP grant. Personnel cost increase of 13% was below that of other charter schools. An increase in professional fees was attributed to the cost of a personal injury lawsuit and the cost of the Savarino lawsuit. The current asset to liability ratio of 5:1 is considered excellent. **Paul S. moved and Marguerite seconded that the Board accept the auditor's report. Approved.** The complete report from Lumsden and McCormick is on file.

B. Lisa Kirisits of Kirisits and Associates presented the financial statement for the three months ending September 30, 2010. She described a "healthy balance sheet". A decrease in net assets of \$120, 675 versus a budgeted decrease of \$273,312 was reported. The result was a favorable variance of \$152, 637. Revenues are being calculated at the higher reimbursement rate of \$12,500 per student. **Frank moved and Matt seconded that the financial statements be accepted. Approved.**

4. **Liz moved and Marguerite seconded that the Board enter executive session to discuss legal and personnel matters. Approved.** Discussion ensued. **Paul S. moved and Matt seconded that the Board exit executive session. Approved.**

5. DIRECTOR'S SUMMARY OF ACTIVITIES

In the absence of EVCS Director, John Sheffield, the director's report was presented by Liz Evans, EVCS Board President.

A. Personnel

-Johanna MacDonald was hired to replace Andra Dowling as the fifth grade teacher, pending approval of the Board of Trustees. **Pam moved and Liz seconded that the hiring of Johanna MacDonald be approved as stated. Approved.**

-Melanie Lesswing accepted the offer to serve as full-time special education teacher in the fifth grade class. Anne Landrigan was moved to sixth grade.

-One part-time custodian resigned his position. Search for his replacement is underway.

-The search for a qualified part-time library/media specialist continues. Until the position

can be filled, the library will be staffed part-time by an AmeriCorps teaching assistant.

B. Enrollment - Enrollment remains at 199 students.

C. Charter Renewal Update - The Public Hearing before the Buffalo Board of Education for EVCS Charter renewal is scheduled for Wednesday, November 3, 2010, at 4:15 p.m.

D. Race to the Top - It was announced that EVCS may be eligible for up to \$12,000 of Race to the Top funding which would be spread over four years. Full details were not available. **Concetta moved and Kathy seconded that the Board empower John and Liz to make decisions about this funding based on information from the NYS Department of Education and the NYS Board of Regents. Approved.**

E. Technology Updates

-The new server has arrived, but some additional parts were required and have now been ordered. There are currently four components that need to run on an independent server. One is the File Maker Student Management System. The second is ISA Firewall. The third is the main server (e-mails, website, records, documents, etc.). The fourth is a storage (backup) server. We are replacing the main server, as approved at the September meeting of the Board of Trustees. The others are running on two simple five-year-old desktop computers. John informed the Board that these computers were not intended for the data load and the daily abuse that they are currently receiving. One, or both, of these units may also crash and cause the loss of years worth of student data that we are required to retain by state law. He stated that it was irresponsible not to have this data on a server. He plans to replace the two computers with real servers to protect the student data. Not only would the data be secured, but intruders would be excluded from the system and content would be filtered. The entire upgrade will be funded as a capital equipment expense and taken out of the capital equipment budget line. This action will ensure that all servers are updated and able to meet current technology needs.

-Nate Schneekloth has attempted to repair the website, but cannot complete the repairs until the new server is installed and operational.

6. OLD BUSINESS - Alternate facilities. The Board continues to investigate options for housing an expanded student body during the coming years.

7. NEW BUSINESS/ANNOUNCEMENTS - "Evening In the Atrium"- Liz announced that this year's fund-raising event was very successful. It was well attended and a good time was had by all. The committee, headed by Amy VanKerkhove and Andrea Rodriguez, raised "in-the neighborhood" of \$18,000 for the school. **Pam moved and Concetta seconded that the committee be thanked for their efforts and congratulated on their success. Approved.**

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

Respectfully submitted,  
Pamela Pollock

FUTURE DATES:

Meetings at 6:00 p.m. : Nov. 17, 2010; Dec. 15, 2010; Jan 19, 2011; Feb. 16, 2011; Mar. 16, 2011; Apr. 20, 2011; May 11, 2011; June 15, 2011, NO JULY MEETING; Aug. 17, 2011