

**The Elmwood Village Charter School**  
**Board of Trustees Meeting**  
**Wednesday, September 19, 2012**

**Trustees Present:** Mimi Barnes-Coppola, Marguerite Battaglia-Evans, Roy Clay, Leah Eagan-Stoddard, Liz Evans, Concetta Ferguson, Kathy Franklin-Adams, Pam Pollock, Matt Ryan

**Trustees Absent:** Frank Housh

**Others Present:** John Sheffield, EVCS Director

Liz Evans called the meeting to order at 6:45 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 August 18, 2012, were presented. **Matt moved and Kathy seconded that the minutes be accepted as presented. Approved unanimously.**

3. FINANCIALS

Financial reports were not available. The annual audit is currently underway. **Pam moved and Marguerite seconded that the financial reports be tabled until the next meeting. Approved unanimously.**

4. EXPANSION/FACILITIES UPDATE

Construction

EVCS's new building at 40 Days Park opened on schedule. Board members had a tour prior to the meeting. Overall, things look good, but there is still much to be done. John and Liz met with the contractors today about some matters. The Facilities Committee needs to schedule a meeting with the architects at HHL regarding unfinished items and change orders. It has been noted that the School building needs window shades. The west side of the building is of greatest concern. The rooms become extremely hot and the glare makes it impossible for students to see the white boards. The school also needs a freight elevator to the basement. **Liz moved and Pam seconded that the Board of Trustees authorize John to seek bids for window blinds and have them installed at his discretion. Approved unanimously.** There may be some funds left from what has been authorized for the contractors. If not, it is hoped that the Community Association might be able to help out.

Sublease

Sam Savarino has not yet signed the sub-lease agreement with Autistic Services, and his attorneys have reportedly misplaced the copies signed by EVCS and Autistic Services. Several items are at issue. The parking lot needs repair (estimated cost \$10,000 to \$11,000). Sam needs a firm start-date for the repair before signing the lease. He also needs to sign off on the terms of the lease to change the term *Charter School* to *School*. Matt volunteered to get a second estimate for the cost to repair the parking lot before the job is contracted. **Matt moved and Concetta seconded that the Board authorize John to act on the better estimate. Approved unanimously.**

Traffic

Neighbors were reportedly upset with the confusion and congestion on the first three days of school. Someone called the Department of Parking enforcement. However, there has been good communication between the school and the neighbors. Morning drop-off is

now going smoothly and afternoon pick-up is improving.

### Grand Opening

It is hoped that EVCS will be able to host a Grand Opening Celebration for the school community, its neighbors and city officials by the middle of October.

## 5. DIRECTOR'S SUMMARY OF ACTIVITIES

### Personnel

John proposed the following personnel changes:

- to hire Michael Robinson at \$9.00/hour to replace Chivon Andres who vacated her position.
- to change Laura Cornejo's salary from \$38,500 to \$39,500 to cover the differential for the Master's Degree and take her from probationary status.
- to change Cathy Skora's salary to \$28,000 from the budgeted \$27,000, and Ashley Smith to \$27,000 from the budgeted \$26,000, to increase their days of service from 3 to 3.5 for scheduling purposes.
- to hire Melissa Recht as special education teacher in fourth-grade at a salary of \$36,000. This was a budgeted ½ time position that will need to be increased to full time. Melissa did her student teaching at EVCS, holds a Bachelor's degree from Buffalo State College and is certified in both special education and elementary education for grades birth-6.
- to hire Staci Lorich as Title I Assistant at a rate of \$24,000 per year as per Consolidated Application. She is certified 1-6 elementary education and literacy. She has a Master's degree from Buffalo State College in literacy.
- Spanish teacher, Katie Giansante, has resigned her position effective 9/14/12. Search is underway for a replacement. A long-term sub will be hired in the interim.

**Liz moved and Marguerite seconded that the Board approve all proposed personnel actions. Approved unanimously.**

### EVCS Safety Committee

John announced the members of the school's Safety Committee as follow:

- John Sheffield
- Anne Wechsler
- Anne Landrigan
- Lea Gladysz
- Dana Fauth
- John Grabowski

### Cyber-Bullying Policy

John stated that new NYS State Legislation requires that schools develop a written policy regarding cyber-bullying. John presented the EVCS policy and stated that it meets the requirement of the law and does not change the code of conduct.

### APPR (Annual Professional Performance Review

John passed out and discussed the Annual Professional Performance Review Plan. The APPR is to be applied to all teachers in the 2012-2013 school year.

### New York State Assessment Data

John distributed charts and graphs showing how EVCS students performed over the

course of the year. These included:

- Percentage of students at level 3 or above
- Percentage of students at level 2
- Subgroup performance for all grade levels
- Comparison data with other schools
- Comparison data with charter schools across New York State
- End of the year STAR Assessment data
- Progress toward goal attainment

John and the teaching staff were commended for helping the students achieve such high levels of performance.

#### 6. OLD BUSINESS

There was no additional old business.

#### 7. NEW BUSINESS/ANNOUNCEMENTS

Marguerite reminded Board members of the school's annual fund raising event, *Evening in the Atrium*, to be held at the school on Saturday, October 13, 2012. Each Board member was given ten tickets and asked to bring friends to share the evening of fun.

**A motion to adjourn was made by Liz and seconded by Marguerite. Approved unanimously.** The meeting was adjourned at 8:10 p.m..

Respectfully submitted,  
Pamela Pollock

#### FUTURE DATES:

Meetings at 6:00 p.m.- Oct.17, 2012; Nov.14, 2012, Dec. 19, 2012; Jan. 16, 2013; Feb. 20, 2013;  
Mar. 20, 2013, Apr. 17, 2013, May 8, 2013; June 19, 2013