



Board of Directors
Minutes of Meeting (full audio recording available at ECHS website)

Regular Monthly Board Meeting		
2.27.2020	5:30pm	ECHS
Facilitator	Marsha Horton, Board President	
Note taker	Nya McCants, ECHS Recording Secretary	
Board Members Present	Marsha Horton, Crystal Gillis, Lois Hobbs, Ayeda Silent, Juanita Wilson, Sandy Spangler, Robin Demby, Paige Chapman, Dayna Cobb, Jacob Roddy, Dara Savage, Gwendolyn Scott-Jones (via phone), Evelyn Edney, Nya McCants	
Board Members Absent	Briona Denby, Charles McDowell, Ronald Pinkett	
Other Attendees		
Approval of Agenda	<p>Horton announced that the Board will go into Executive Session Motion to approve modified agenda (added Executive Session to discuss personnel matters) - Spangler 2nd – Demby YES- Horton, Gillis, Hobbs, Silent, Wilson, Spangler, Demby, Chapman, Cobb, Roddy, Savage NO- None Motion unanimously approved.</p>	
Approval of Meeting Minutes	<p>Motion to approve December 12, 2019 meeting minutes – Wilson 2nd – Hobbs YES- Horton, Gillis, Hobbs, Silent, Wilson, Spangler, Demby, Chapman, Cobb, Roddy, Savage NO-None Motion unanimously approved.</p>	
Public Comment		
3 minutes per		
Comments	No public comments.	
Executive Committee		
	Marsha Horton, Chairperson	
Comments	<p>Horton reported. There has been a reorganization of DSU and ECHS@DSU is now under the Office of Strategic Enrollment Management. Dr. Edney and Dr. Horton and working with DSU to determine potential implications for the ECHS Board and administration. The committee will provide additional information once received.</p>	
Personnel Committee		
	Juanita Wilson, Chairperson	
Comments	<p>Spangler reported. The committee revised criteria for the school leader's bonus. The details will be discussed in Executive Session.</p>	
Finance/Facilities (F/F) Committee		

Finance/Facilities Committee meeting held today
 Certified enrollment (as of September 30 Unit Count) – 421 Increase of 28 students from FY19
 Division I Teacher Units: 23.27 Increase by 1.2 from FY19

- Revenues:
 - The Web Report reflects receipts of 99.3% per the All Funds Total.
 - Local School district per pupil amounts are down for Caesar Rodney, Cape, Christina, Seaford and Smyrna.
 - Cafeteria Revenue is in arrears due to the lack of a contract with Aramark, which was settled during the month of February 2020. The DOE will not release federal reimbursement prior to December 2019 for a loss of an estimated \$26,000.
 - Local Funds reflect a collection of \$37,928.30 beyond what was budgeted. Interest is an item not easily determined, in addition it will provide support to the paydown of the Line of Credit and/or other budgeted items that may fall short in collections.
 - Degree and experience confirmations are still under review awaiting DOE approval. If approved, additional state funding of \$5,800 may be received beyond what is currently budgeted.

- Expenditures:
 - The Account Code Expenditure Detail Report reflects 50.0% of the budget for all funding sources has been expended, while the ratio for State and Local funding reflects 52.2%.
 - o Acct Code 55010 Med Related Services—inflated by a prior year payable—85.9%
 - o Acct Code 55031 Student Support Services—funding disbursed to sub- grantee—92.2%
 - o Acct Code 55452 Insurance—is not cyclical where payments are made on a specific date cycle—100.0%
 - o Acct Code 55600 Printing & Binding is not cyclical where payments are made on a specific date cycle, but as needed—61.8%
 - o Acct Code 56000 Office Supplies—is not cyclical where payments are made on a specific date cycle, but as needed —75.2%
 - o Acct Code 56145 Computer Supplies—One-Time expenditure for the category, and a budget adjustment will be applied—100.0%
 - o Acct Code 56157 Textbooks— not cyclical where payments are made on a specific date cycle, but as needed—67.8%
 - o 16 of 26 payrolls have been expended for a ratio of 61.5%
 - State and Local Payrolls—based upon the time period completed 60.5% salary and 55.7% OEC.
 - The Web Report reflects 50.9% of the budget for all funding sources has been obligated and expended, while the ratio for State and Local funding reflects 53.2%.

Comments

o Budget for FY2020 is currently funded by One-Time Funds of \$168,451 excluding the Accounts Payables amount of \$39,878 supported by state/local.

- One-Time purchase of furniture—\$25,310
- Safety and Security, a 3 year state grant had a continued amount of \$11,606
- Remaining \$31,535 reflects one-time resources in support of ongoing operations.
- The Line of Credit has additional support of \$100,000.

- Contingencies:
 - 2% Contingency \$87,480.00
 - If the 2% required contingency is not used it would minimize a negative impact to the Financial Framework. In addition, the board could choose to use a portion to further pay down the Line of Credit.

o Notes to Budget: (for set-asides excluded from the budget)

- Summer Pay 378,698.00
- Strategic Plan 27,939.00
- Total 406,637.00
- APPR 98079 Contingency Balance 416,790.00

o Unallocated: Restricted resources that operate within separate appropriations and therefore can only be expended to the level that has been received and for a specific purpose.

- Donations 471.00
- Reserve Tech 14,145.00
- Total \$14,615.00

Nominating Committee	
	Lois Hobbs, Chairperson
Comments	Hobbs reported. Introduced newest board member, Dara Savage, as the teacher representative. She will serve one year and will then need to be re-elected by her peers.
Fund Development Committee	
	Ronald Pinkett, Chairperson
Comments	Edney reported. Pinkett, Edney, and McCants met on 2/10/20. The group discussed big ask items, such as, college textbooks which cost between \$50K-75K per year.
Academic Affairs Committee	
	Sandy Spangler, Chairperson
Comments	Spangler reported. The committee discussed the school's goals. Students will complete SATs next week. Discussed efforts to support the school goals and college readiness. The school believes that the influx of new teachers may have impacted students' college readiness scores. College readiness meetings have been held with parents for students who are not college readiness. 19 9 th grade students have made college readiness so far and will be enrolled in college courses in the fall. The afterschool program has a new coordinator, Andrea Spence, who is the Communities in School site coordinator.
Audit Committee	
	Charles McDowell, Chairperson
Comments	No report.
School Leader	
	Evelyn Edney, School Leader
Comments	Edney reviewed the submitted school leader report. (See Attached)
Parent Association Report	
	Dayna Cobb, Chairperson
Comments	Cobb presented report. The PTSA has met in January and February. In January an issue was raised concerning the teacher turnover. As of this date, all positions have been filled. In February, the group discussed upcoming activities. PTSA was able to raise \$275 from the Chipotle fundraiser. The next fundraiser is 3/20/20 – the student skating party.
Teacher Report	
	Dara Savage, Chairperson
Comments	Savage reported. The new teachers are settling in and they are provided extra support through the new teacher PLC. The school has been pushing increasing presence on social media. Teachers are more visible in their learning by posting on social media and hanging student work in the hallways. Upcoming event is the 5 th Annual Carter G Woodson Awards at ECHS multipurpose room.
Student Report	
	Jacob Roddy, Chairperson
Comments	Roddy reported. Shared information about events that have occurred such as, National School Choice Week and the student Pep Rally. Acknowledge the chorus group.
Budget Items	

Comments	No budget items for action.
Discussion/Action Items	
Comments	
Executive Session	
Comments	Executive session convened from 6:02pm to 6:12pm to discuss personnel matters.

Old Business – None

New Business – None

Appeals/Reviews – None

Announcements – None

Motion to adjourn – Hobbs
2nd – Demby
YES- Horton, Gillis, Hobbs, Silent, Wilson, Spangler, Demby, Chapman, Cobb, Roddy, Savage
NO-None
Motion unanimously approved.

Meeting adjourned at 6:13pm

Next Board meeting will be on April 23, 2020.

Minutes submitted by – Nyia McCants