



Early College High School
Delaware State University

Board of Directors
Marsha Horton, PhD
Board President

1200 N DuPont Hwy
Dover, DE 19901
(302) 678-3247

Phone: (302) 857-6700
mhorton@desu.edu

Board of Directors
Minutes of Meeting

Regular Monthly Board Meeting		
9.22.2016	5:32 pm	ECHS
Facilitator	Marsha Horton, ECHS Board Chairperson	
Note	Rebecca Fox-Lykens, Board Secretary	
Board Members Present	Marsha Horton, Denese Lindsey, Rebecca Fox-Lykens, Lois Hobbs, Juanita Wilson, Bob Martin, LuAnn DeCastro, Danielle Watson, Evelyn Edney (School Leader, Ex-Officio, Non-Voting member)	
Board Members Absent	Charles McDowell, Bob Dayton, John Austin, Kimberly King	
Other Attendees	Teresa Gerchman- Innovative Schools- CMO,	
Approval of Agenda	Motion to Accept – Lois Hobbs 2nd – Bob Martin Motion carried.	
Approval of Meeting Minutes	Motion to approve Minutes of August 25, 2016 – Bob Martin 2nd – Denese Lindsey Minutes approved.	
Public Comment		
3 minutes per		
Comments	Jeannie Anderson – asked if board meeting could start an hour later, people who get off work at 5 pm cannot make it to the meeting in time for Public Comment since that is the first thing on the agenda. She suggested either moving the time of the meeting or moving the Public Comment time later on the agenda. Also, would like for students to receive weighted credit for college classes. All other high schools give weighted grades for advanced classes. David Anderson – College courses needed to be weighted more than regular high school courses, was hoping that board would make a decision so that the weighted grades could start this fall semester rather than later.	
Executive Committee		
	Marsha Horton, Chairperson	
Comments	Committee has been mostly working on budget for upcoming school year, no action yet on CMO contract and MOU with DSU.	
Audit Committee		
	Charles McDowell, Chairperson	
	Denese Lindsey reported that ECHS had just received the audit report from last year and the committee has not had time to review. The committee will meet next Tuesday to discuss.	
Personnel Committee		
	John Austin, Chairperson	

Comments	John Austin, Chairperson absent. No report at this time.
Finance/Facilities (F/F) Committee Report	
	Denes Lindsey , F/F Chairperson
Comments	<p>Distributed web report for August. Projected budget indicates revenue at \$4, 487,807,000.00, expenses \$4,478,350,000.00, surplus of about \$9,500.00. However draft budget is based on 300 students, current enrollment is 293. CMO will be asked to re-adjust budget to reflect actual enrollment. Re-adjusted budget should be available for next board meeting; final budget will come to board in January. Committee is expected to have a balanced budget for 2016-17.</p> <p>Motion to accept draft budget based on 300 students – Denese Lindsey 2nd – Lois Hobbs Motion carried.</p>
Nominating Committee	
	Lois Hobbs, Chairperson
	<p>Ronald Pinkett has been recommended for membership to the board by the Nominating Committee. He has extensive financial experience and is willing to serve on board.</p> <p>Motion to send Mr. Pinkette’s name to Harry Williams for appointment to ECHS Board – Lois Hobbs 2nd – Juanita Wilson Motion carried.</p>
Marketing Committee	
	Rebecca Fox-Lykens, Chairperson
Comments	<p>Person from DSU Marketing Dept. has not responded, Rebecca asked if board should pursue someone from DSU’s Marketing Department (?). Lois Hobbs said we need to keep consistency in the branding of the high school and university. LuAnn mentioned that other high schools offer college courses but ECHS is the only school actually located on a college campus. It is good to keep the university branding as much as possible in line with ECHS.</p>
Academic Affairs Committee	
	Bob Martin, Chairperson
Comments	<p>Bob Martin reported that the committee is continuing to work on the 4 year Academic Plan and should have something to present to board soon. The committee met today to discuss the career pathways that will be submitted to DE DOE for funding. He reported that two of the pathways submitted last year were not accepted. He asked Teresa Gerchman to provide some details on the pathways that are being submitted for funding. Teresa Gerchman discussed why the current pathways have a better chance of being funded. They are actually Program of Studies and two of them fit nicely with DSU courses, Education and Environmental Science. This will not impact the innovation Grant being submitted to DE DOE.</p> <p>Motion to approve the Programs of Study, Education and Environmental Science be sent to DE DOE for approval – Bob Martin 2nd – Rebecca Fox-Lykens Motion carried.</p> <p>If approved these programs will be available for students beginning next year. Weighted grades are still being discussed; hope to bring a proposal to board at the next meeting. Dr. Horton asked about parent representative on AA committee, it is Kim King. Teresa Gerchman reminded the board that if weighted grades are retroactive, any students who have left ECHS will need to have new transcripts issues and sent to their current high schools.</p>
School Leader Report	
	Evelyn Edney, School Leader
Comments	<p>School Leader report was sent to board. One more student has been added to the enrollment. Have Open Houses scheduled. Will already begin recruiting for next year as early as next month. 63, 11th grade students are taking anywhere from 9-15 semester hours at DSU. Interns are helping with ECHS students on campus. Tom Forbes from EdWorks will continue working with School Leader and ECHS. Yankee candle fund raiser is in progress. We will be visiting parents in new castle and Sussex counties as they cannot always attend PTO meetings on Dover. City of Dover had to meet with food vendor regarding an oven they use to warm food, consequently only sandwiches were served for a couple of days until issue was resolved. Upcoming events are on the school leader report. Had some issues with Wi-Fi, contacted the state, they will absorb 80% of the cost needed to increase the band width from 10 mbps to 100 mbps. Once that is done, the Wi-Fi will be much faster and consistently operational.</p>

Charter Management Company Report	
	Representative - Teresa Gerchman Innovative Schools
Comments	CMO report was distributed. No questions.
Parent Association Report	
	Danielle Watson, Chairperson
Comments	Thanked school leader for being willing to go to New castle and Sussex counties to talk to parents who cannot make the Dover meeting. Planning ECHS' very first Jr. Prom along with other events and dances for students. Some concern over class sizes that are 34 plus students, school leader said that should only be Chorus but she will check into it.
Teacher Report	
	Lue-Ann DeCastro, Chairperson
Comments	No written report. Reiterated the problems concerning the Wi-Fi. Thanks to the school leader for taking care of it.
Executive Session	
Comments	<p>Motion for Executive Session to discuss Contractual Issue pursuant to FOIA – Rebecca Fox-Lykens 2nd – Denese Lindsey Executive session – Began 6:18 p.m.</p> <p>Motion to dismiss Executive Session – Danielle Watson 2nd – Rebecca Fox-Lykens Executive session- End time 6:35 p.m.</p> <p>Returned to Open Session 6:35 P.M. Motion to contract with Positive Outcomes Charter School to do ECHS' Payroll and HR and eliminate those service costs from Innovative School's contract – Lois Hobbs 2nd – Danielle Watson Motion carried.</p>
<p>OLD BUSINESS: ECHS Strategic Plan - Dr. Horton stated that she needs board members to review the strategic plan. We can keep current goals and just modify KPIs. She looked at other boards; most have goals under four categories, Academic Success, Financial Stability, Community Relations and Board Effectiveness. Needs board members to think about board goals not school goals. Teresa Gerchman will send board members Charter School goals submitted with charter application. Renewal of charter will need to be done September 2017. Discussion of measurable goals and what data will be available from DOE. Begin discussion at Nov. meeting; plan a retreat for maybe March. Homework - review strategic plan and charter school goals. Both need to be sent to board members. Dr. Horton will send some essential questions for discussion at Nov. meeting.</p> <p>School board member requirements discussion. Rebecca will check with Child Registry or IS for those that have submitted paperwork.</p>	
<p>Announcements: Next Board meeting will be on Nov. 10 in lieu of Oct. 27 and Nov. 17 meetings. Motion to adjourn – Bob Martin 2nd – Juanita Wilson Meeting adjourned at 6:43 pm.</p> <p>Minutes submitted by – Rebecca Fox-Lykens, Board Secretary</p>	

