



Early College High School
Delaware State University

Board of Directors
Alton Thompson, PhD
Board President

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Board of Directors
Minutes of Meeting

Regular Monthly Board Meeting	
11.19.2015	5:22 pm
ECHS	
Facilitator	Alton Thompson, ECHS Board Chairman
Note taker	Rebecca Fox-Lykens, Board Secretary
Board Member Attendees	Alton Thompson, Teresa Hardee, Rebecca Fox-Lykens, Charles McDowell, Lois Hobbs (via phone), Joan Engel, Bob Dayton, Marsha Horton, John Austin, Bob Martin, Danielle Watson, Lue-Ann DeCastro, Evelyn Edney (School Leader, Ex-Officio Non-voting member)
Board Members Absent	Stephanie Wright
Other Attendees	Teresa Gerchman Innovative Schools- CMO
Approval of Agenda	Motion to approve agenda- Charles McDowell 2nd – Teresa Hardee Motion carried.
Approval of Meeting Minutes	Motion to approve Minutes of Sept. 24, 2015 – Bob Martin 2nd – Charles McDowell Motion carried.
Public Comment	
3 minutes per	
Comments	None
Executive Committee	
Comments	Dr. Thompson, Teresa Hardee and Charles McDowell met with DE DOE to discuss the annual Performance Framework findings. The report will stand as is; some coding errors cause ECHS to not meet two areas of performance, student attendance and highly qualified teachers. Annual report that is due to DE DOE on Dec. 1 will have explanations as to the reason for not meeting the performance expectations in these areas. Teresa Gerchman from IS will draft the annual report and submit to Dr. Thompson by November 23.
Personnel Committee/ Chairman's Report	
	Alton Thompson, ECHS Board Chairman and Personnel Committee Chairman
Comments	Pursuant to FOIA , an Executive Session at the end of meeting agenda will be called to discuss Personnel.
Finance/Facilities (F/F) Committee Report	
	Teresa Hardee, F/F Chairperson

Comments	Dr. Hardee distributed the financial report. ECHS is within budget, budget is aligned with actuals. Budget is for 210 students, our target was 225 students. Final budget will be distributed at January meeting. There are 99 student applications for next year. Mr. McDowell reminded the Board that student applications need to double or even triple the targeted number of students. Ms. Vita Pickrum will attend December's meeting to report on fund raising efforts.
Nominating Committee	
	Lois Hobbs, Chairperson
	No report at this time.
Marketing Committee	
	Rebecca Fox-Lykens, Chairperson
Comments	No report at this time.
Academic Affairs Committee	
	Bob Martin, Chairperson
Comments	Academic Affairs Committee met today at 2:30. Two members of the committee (Joan Engel and Rebecca Fox-Lykens) did not receive notification of the meeting. Bob Martin, Chairperson said he would make sure to invite them to the next meeting. CTE Pathways were discussed by the committee and a Program of Study was presented to the Board for approval. Motion to approve the Program of Study as presented – Marsha Horton 2nd- Bob Dayton Motion carried.
Audit Committee	
	Charles McDowell, Chairperson
Comments	Mr. McDowell reported that the Audit Report reflected that ECHS met three of five standards. Two were not met (Cash Flow and Debt Ratio). These could have been met if ECHS had drawn on their line of credit sooner. This will be reported on the School's Report Card posted on DE DOE's website. Bob Dayton asked if that could affect recruitment. Annual Report will explain some of the issues. It should not affect recruitment but next year we should be able to at least get 4 out 5.
School Leader Report	
	Evelyn Edney, School Leader
Comments	Dr. Edney provided a written board report. Choice application period ends January 13. Recruitment is going well. Principal is meeting with students who are not performing well enough to be enrolled in college classes. ECHS is anticipating about 70 high school students enrolled in college classes for spring 2016. Teachers are being evaluated using the Excellence Framework, peer to peer observations are also taking place. Winter sports have been added to include boys and girls basketball, Cheerleading is during activity period. Transportation and Food Service have some issues. The Board discussed some options regarding bus transportation but DE simply does not have many school bus companies operating within state, options are limited. Mr. McDowell asked about assessing penalties when service contractors do not fulfill obligations.
Charter Management Company Report	
	Representative - Teresa Gerchman Innovative Schools
Comments	CMO report was distributed. Performance Framework was discussed. Operations Manager will be out on maternity leave, Teresa will redistribute duties so that all areas of operation continue while the Manager is out on leave.
Parent Association Report	
	Danielle Watson, Chairperson
Comments	Charter School spotlight has chosen Danielle Watson as their spotlight choice for this year. Parents are working hard to ensure school success; most parents are pleased with progress. Parents feel that Ms. DeCastro has done a good job with catching up the 10 graders and they are prepared for college classes next semester. Most remarks from parents are positive.
Teacher Report	

	Lue-Ann DeCastro, Chairperson	
Comments	Ms. DeCastro thanked the Board for all the support teachers have received. The new high school class grade requirements approved by the Board really helped. The requirements are being emphasized to students. Open houses have been great, lots of turn out, teachers are helping.	
Executive Session		
Comments	It was moved, seconded and approved to go into Executive Session to discuss personnel matters. Began Executive Session at 6:35 pm, closed Executive Session at 6:42 pm.	
Additional Notes: Holiday Concert for ECHS band and chorus students announced. ECHS is collecting cash donations for needy ECHS families.		
Motion to Adjourn meeting – Bob Martin 2nd – Charlie McDowell Meeting adjourned at 6:47 pm		
Minutes submitted by – Rebecca Fox-Lykens		

[Academic Program of Study November 2015.pdf](#)

[CMO Report October 2015.pdf](#)

[School Leader Update November 2015.pdf](#)