



Early College High School
Delaware State University

Board of Directors
Marsha Horton, PhD
Board President

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

Regular Monthly Board Meeting	
12.15.2016	5:22 pm ECHS
Facilitator	Marsha Horton, ECHS Board President/Chairperson
Note taker	Rebecca Fox-Lykens, Board Secretary
Board Members Present	Marsha Horton, Rebecca Fox-Lykens, Charles McDowell, Juanita Wilson, Bob Dayton, John Austin, Bob Martin, Kimberly King, Danielle Watson, Brionna Denby, LuAnn DeCastro, Evelyn Edney (School Leader, Ex-Officio, Non-Voting member)
Board Members Absent	Denese Lindsey, Lois Hobbs, Ronald Pinkett
Other Attendees	Teresa Gerchman- Innovative Schools- CMO Tom Forbes - EdWorks
Approval of Agenda	Motion to add discussion of facility to the agenda – Marsha Horton 2 nd – Bob Dayton Motion carried.
Approval of Meeting Minutes	Motion to approve Minutes of November 10, 2016 – Charles McDowell 2 nd – John Austin Minutes approved. Check document names (file names) sent to Board for today’s agenda and minutes – Bob Martin
Public Comment	
3 minutes per	
Comments	No person for Public Comment, however, President Horton asked Mr. McDowell about the new board policy for Public Comment. He said he would distribute the draft to the board for review after the meeting and the board can decide to adopt or not at the January meeting.
Executive Committee	
	Marsha Horton, Chairperson
Comments	Committee will be meeting in January to outline Strategic Plan and discuss Charter renewal. Committee membership list for Board committees was distributed via email to Board members.
Audit Committee	
	Charles McDowell , Chairperson
Comments	No report at this time.
Personnel Committee	
	John Austin, Chairperson
Comments	Committee has met, decided to do a 4% bonus for school leader. Committee report distributed including matrices for bonus.
Finance/Facilities (F/F) Committee	
	Denes Lindsey , F/F Chairperson

Comments	<p>JD Bartlett from DSU's Planning and Construction Office OPENED the meeting with an overview of DSU's view of the ECHS building. A power point presentation was emailed to Board members. Major points of discussion included:</p> <ul style="list-style-type: none"> • Enrollment forecast for existing model? • How will the building be utilized by high school and college classes? • What are the plans for growth? <p>Tom Forbes and LuAnn DeCastro reminded the board of the motto, Power of Place and the importance of high school students being on the main campus.</p> <p>Danielle Watson gave Finance Committee Report. Reviewed October finance report, Nov and Dec will be reviewed at January's meeting. Board will receive the ECHS IRS 990. An invoice for \$187,000.00 from the University will be reviewed. Evelyn understood the invoice to be a mistake and the University will not bill the school this money. Danielle will ask about it. Danielle reviewed the web report.</p> <p>Motion – to accept and post the Web Report – Danielle Watson 2nd – Charles McDowell Motion carried.</p>
Nominating Committee	
	Lois Hobbs, Chairperson
Comments	<p>Motion – to accept the Nominating Committees recommendation for: - Charles McDowell President – Marsha Horton Rebecca Fox-Lykens - Vice President Denese Lindsey - Treasurer Kimberley King - Secretary. 2nd – Bob Dayton Motion carried.</p>
Marketing Committee	
	Rebecca Fox-Lykens, Chairperson
Comments	No report at this time.
Academic Affairs Committee	
	Bob Martin, Chairperson
Comments	<p>Items under discussion and review:</p> <ul style="list-style-type: none"> • Orientation for 2nd semester students at DSU has been completed • Weighted grade letter to parents has been completed • Transportation costs for shuttle to and from campus (\$89,000.00 per year) • Bob will contact Terrell , one more classroom is needed for summer bridge • Need to look for campus space for fall 2017 • Evelyn asked about a DSU bus for transporting students rather than paying to have them shuttled between the main campus and the Commons • Marsha asked Charles McDowell to ask the President about a DSU bus • Curriculum sheets for four year plans for ECHS – high school sheet is a generalized curriculum, each program of study is individualized. • Marsha would rather not post the available academic studies until the University is aware of all of the options we have outlined.
School Leader	
	Evelyn Edney, School Leader
Comments	Dr. Edney reviewed her report sent to Board members. Actively recruiting for next year. Currently, 138 applications. 63 high school Juniors and 23 Sophomores are taking at least one college course. Open House – January 12. Juniors are taking exams this week. Charles McDowell asked for clarification on school leader report regarding enrollment.
Charter Management Company Report	
	Representative - Teresa Gerchman Innovative Schools
Comments	See CMO report. No questions at this time.
Parent Association Report	
	Danielle Watson, Chairperson

Comments	Restructuring Parent organization.
Teacher Report	
	Lue-Ann DeCastro, Chairperson
Comments	<ul style="list-style-type: none"> • College ready rubrics • Video to review college readiness • Not just academics but holistic readiness, also.
Executive Session	
Comments	No session called.
<p>OLD BUSINESS: Board Policy Manual FOIA and FERPE policy has been posted to ECHS website.</p>	
<p>Announcements: Conflict of Interest Forms will be emailed to all Board members, please sign and return Next Board meeting will be on December 15 Motion to adjourn – Bob Dayton 2nd – Rebecca Fox-Lykens Meeting adjourned at 7:32 pm.</p>	
Minutes submitted by – Rebecca Fox-Lykens, Board Secretary	