Board of Directors
Minutes of Meeting

Regular Monthly Board Meeting

12.17.2015  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, Marsha Horton, John Austin, Bob Martin, Lue-Ann DeCastro, Evelyn Edney (School Leader, Ex-Officio, Non-voting member)

Board Members Absent  Joan Engel, Bob Dayton, Danielle Watson

Other Attendees  Teresa Gerchman Innovative Schools - CMO

Approval of Agenda  Motion to approve agenda- Marsha' Horton 2nd – Teresa Hardee
Motion carried.

Approval of Meeting Minutes  Motion to approve minutes of November 19, 2015 with noted corrections – Lois Hobbs 2nd – Charles McDowell
Motion carried.

Public Comment

3 minutes per

Comments  None

Executive Committee

Comments  Annual Report was submitted on time (Dec. 1) to DE DOE. It contained some explanations regarding Audit Report findings. Teresa Gerchman from IS will be doing all invoicing while Operations Manager is out on maternity leave.

Personnel Committee/ Chairman’s Report

Alton Thompson, ECHS Board Chairman and Personnel Committee Chairman

Comments  Dr. Thompson announced that he will be on sabbatical leave for spring 2016 semester. He thanked the board members for their service to DSU and ECHS. Mr. McDowell commented that Dr. Thompson had two full-time jobs, Provost of the University and Chairman of ECHS and that his energy and efforts were impressive. Ms. Hobbs (Nominating Committee Chairperson) recommended that Marsha’ Horton be nominated to replace Dr. Thompson as Board Chairperson.

Motion to approve recommendation of Marsha’ Horton as Board Chairperson – Teresa Hardee 2nd - Charlie McDowell
Motion carried

Finance/Facilities (F/F) Committee Report
### Teresa Hardee, F/F Chairperson

**Comments**

Dr. Hardee distributed the financial report. ECHS has stayed within budget. ECHS is having some issues with food service provider, we are checking with legal counsel to see what can be done with contract and imposing penalties. Final budget will be distributed at January meeting. There are 133 applications for next year, thus far.

### Nominating Committee

**Lois Hobbs, Chairperson**

Lois will be contacting board members whose terms are expiring. Mr. McDowell will speak to President Williams about nominations; Lois will make recommendations to the ECHS board for any member that needs to be replaced. Please send any nominations to Mr. McDowell and/or Ms. Hobbs.

### Marketing Committee

**Rebecca Fox-Lykens, Chairperson**

**Comments**

No report at this time. Please see school leader’s report for any recruitment reports.

### Academic Affairs Committee

**Bob Martin, Chairperson**

**Comments**

No report at this time. Please see school leader’s report for any academic affairs reports.

### Audit Committee

**Charles McDowell, Chairperson**

**Comments**

No report at this time.

### School Leader Report

**Evelyn Edney, School Leader**

**Comments**

Dr. Edney provided a written board report (see attachment). Choice application period ends January 30. Recruitment is going well. Currently have 133 applications. Marsha’ Horton asked about the Advisory Class Period at the end of the school day. It is a one-credit, elective class focused on college and career readiness. Student set goals, teachers check in with students regarding progress towards goals, also a relationship building time for students to teachers.

### Charter Management Company Report

**Representative - Teresa Gerchman Innovative Schools**

**Comments**

CMO report was distributed. 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. Please see attached document outlining responsibilities during the Operations Manager’s leave. Dr. Thompson asked about Pre-Audit exercises, so that we can be sure that the same mistakes made at the last audit will not occur again. IS agreed to do a pre-audit exercise and will submit a progress report to the board. Mr. McDowell asked about the number of students currently enrolled at ECHS that have IEPs. The number is 22.

### Parent Association Report

**Danielle Watson, Chairperson**

**Comments**

Danielle was not present at meeting. Dr. Edney commented that she had met with the PTO and they ironed out specific roles. Dr. Edney took some of the roles and redistributed to school staff. PTO had positive comments on most areas of previous concerns.

### Teacher Report

**Lue-Ann DeCastro, Chairperson**
Ms. DeCastro thanked the Board for no water leaks! She reported that the new science teacher, Mr. Moore made a very good transition into ECHS. Finals were this week; school last day for the fall semester was today. Students were given a list of all the high school students who would be taking college classes when they return from semester break. She reported that this is good motivation for students as some were surprised that their final grades in high school courses were not high enough to transition into college classes next semester. The teachers like the teaching evaluations that are being done by the school leader. There are short visits from the school leader but several ones over a time frame. Some have even agreed to video tape themselves while teaching and then they sit down with the school leader and discuss the learning. She thanked the board for an experienced teacher/ school leader, she reported that the school leader is able to give the teachers ideas for teaching and tips on classroom management. Students had teachers felt that they had a productive fall semester and look forward to the spring semester.

<table>
<thead>
<tr>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. DeCastro thanked the Board for no water leaks! She reported that the new science teacher, Mr. Moore made a very good transition into ECHS. Finals were this week; school last day for the fall semester was today. Students were given a list of all the high school students who would be taking college classes when they return from semester break. She reported that this is good motivation for students as some were surprised that their final grades in high school courses were not high enough to transition into college classes next semester. The teachers like the teaching evaluations that are being done by the school leader. There are short visits from the school leader but several ones over a time frame. Some have even agreed to video tape themselves while teaching and then they sit down with the school leader and discuss the learning. She thanked the board for an experienced teacher/ school leader, she reported that the school leader is able to give the teachers ideas for teaching and tips on classroom management. Students had teachers felt that they had a productive fall semester and look forward to the spring semester.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Executive Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments</td>
</tr>
<tr>
<td>No Executive Session called.</td>
</tr>
</tbody>
</table>

**Motion to Adjourn meeting – Lois Hobbs**
2nd – Marsha Horton
Meeting adjourned at 6:45 pm

Minutes submitted by – Rebecca Fox-Lykens

---

- [School Leader’s report Dec 2015.pdf](School Leader’s report Dec 2015.pdf)