



**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	
8.27.2015	5:15 pm
ECHS	
Facilitator	Dr. Marsha Horton, Board Member
Note taker	Rebecca Fox-Lykens, ECHS Board Secretary
Board Member Attendees	Alton Thompson (by phone), Teresa Hardee, Rebecca Fox-Lykens, Charles McDowell, Joan Engel, Marsha Horton, John Austin, Lue-Ann DeCastro, Evelyn Edney (School Leader, Ex-Officio Non-voting member)
Board Members Absent	Lois Hobbs, Bob Dayton, Bob Martin, Stephanie Wright, Danielle Watson
Other Attendees	Teresa Gerchman, CMO Representative
Approval of Agenda	<b>Motion</b> to approve agenda- Charles McDowell <b>2<sup>nd</sup></b> – Teresa Hardee <b>Motion carried.</b>
Approval of Meeting Minutes	<b>Motion</b> to approve minutes of July 23, 2015 with the following correction – Under Additional Notes, please insert the word ONLY in the second sentence right after “students from last year” and in the recording of the Motion, also. This will make it clear that only students from last year will be grandfathered under the new grading scale.– Charles McDowell <b>2<sup>nd</sup></b> – Lue-Ann DeCastro <b>Motion Carried</b>
Public Comment	
3 minutes per	
Comments	No Public Comments
Executive Session	
Comments	No Executive Session called
Personnel Committee/ Chairman’s Report	
	Alton Thompson, Personnel Committee Chairman
Comments	Dr. Thompson thanked Dr. Edney and the staff for a successful summer program. He reviewed the questions from DSU’s Board of Trustees Taskforce and asked that Mr. McDowell give a response to Questions 1 and 3 and he will report on Question 2. No Personnel Committee Report at this time.

Finance/Facilities (F/F) Committee Report	
	Teresa Hardee, F/F Chairperson
Comments	<p>The preliminary 2015-16 budget was distributed and reviewed. Dr. Hardee reported that up-to-date, ECHS has not borrowed any money. The final budget will be sent as soon as possible, but Dr. Hardee asked that the preliminary budget be approved by the BoD. She also stated that there are auditors currently reviewing transactions and the Audit Committee will report any findings.</p> <p><b>Motion</b> to approve Preliminary 2015-16 budget – Charles McDowell  <b>2<sup>nd</sup></b> – Joan Engel  <b>Motion carried.</b></p>
Nominating Committee	
	Lois Hobbs, Chairperson
	No report at this time.
Marketing Committee	
	Rebecca Fox-Lyken, Chairperson
Comments	No report at this time.
Academic Affairs Committee	
	Bob Martin, Chairperson
Comments	No report at this time.
Audit Committee	
	Charles McDowell, Chairperson
Comments	Audit committee will review auditors report and share with board.
School Leader Report	
	Evelyn Edney, School Leader
Comments	<p>School is fully staffed. A Driver's Education teacher has been hired, they are also certified in P.E. A new food-service provider, Connections, are now providing ECHS breakfast and lunch. There are two intern nurses who are helping the school nurse. Wednesday Sept. 2 will be ECHS Open House. The school daily schedule was reviewed. Thirty two ECHS students are enrolled in at least one DSU college class. Discussion regarding the DSU instructors and the selection of those instructors. On August 17 all teachers were involved in PD with EdWorks. All teachers will receive training in the Teaching Excellence Framework for evaluation of teaching. Dr. Edney reviewed the Teaching Excellence Framework for teaching evaluations process with the BoD. Dr. Edney reported that 172 families were present at Parent Night. Library shelves that were empty are now serving nicely as student "cubbies" for placement of book bags, etc. Each classroom is equipped with a set of shelves for this purpose. The first day of school provided students with workshops for note-taking and writing skills. There are 19 students in IEPs. The average class size is 30 students. Dr. Thompson asked about the Smarter Balance testing that ECHS students participated in. State will release report to schools within the next few weeks.</p>
Charter Management Company Report	
	Teresa Gerchman, CMO Representative
Comments	Monthly IS Board report was distributed – see attachment. Dr. Hardee asked about summer pay for teachers and asked IS to prepare a brief. She also asked about background checks and putting information into FIRST database.
Parent Association Report	
	Evelyn Edney on behalf of Danielle Watson, Chairperson
Comments	PTA has met. They have published meeting dates. Some PTA meetings may be up north for convenience of those who live in Wilmington.

Teacher Report	
	Lue-Ann DeCastro, Chairperson
Comments	<p>Ms. DeCastro distributed a written report – see attachment. She began her comments by commending the new Driver’s Education teacher for decorating the lobby area where she has class. She reported that teachers are happy to be at ECHS and they are being creative and are happily working with what they have. Some areas of concern that she noted:</p> <ul style="list-style-type: none"> <li>• Cafeteria is too full – more space is needed</li> <li>• Mr. Young’s class has no Wi-Fi, this is problematic as all students have computers and lessons are mostly done on computers.</li> <li>• Science labs are very hot, this limits the experiments that can be done, etc.</li> <li>• One of the classrooms have hanging cable wires that can be a safety issue. That same room has a roof leak and ceiling tiles have been removed leaving the area unsightly.</li> </ul> <p>ECHS teachers will be attending DE DOE training in the new LMS, Schoology. Dr. Hardee said she would make inquiry into the facility issues.</p>
Additional Notes	
	<p><b>Motion to Adjourn meeting – Rebecca Fox-Lykens</b>  <b>2<sup>nd</sup> – John Austin</b>  <b>Meeting adjourned at 6:43 pm</b></p> <p>Minutes submitted by – Rebecca Fox-Lykens</p>

[Financial report 7.28.2015.pdf](#)

[CMO Report August 2015.pdf](#)

[Teacher report BoD 8.27.2015.pdf](#)