



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	
2.23.2017	5:20 pm
Facilitator	Marsha Horton, ECHS Board President/Chairperson
Note taker	T. Kimberly King, Board Secretary
Board Members Present	Marsha Horton, Rebecca Fox-Lykens, Kimberly King, Denese Lindsey, Lois Hobbs, Juanita Wilson, Bob Dayton (by phone), Bob Martin, Ronald Pinkett, Charles McDowell, Brionna Denby, Evelyn Edney (School Leader, Ex-Officio, Non-Voting member)
Board Members Absent	Danielle Watson, LuAnn DeCastro
Other Attendees	Tom Forbes, Ed Works
Approval of Agenda	Motion to add discussion of MOU to the agenda – Lois Hobbs 2nd – Charles McDowell Motion carried.
Approval of Meeting Minutes	Motion to approve Minutes of 26 Jan, 2017 (Pending Edits) – Rebecca Fox-Lykens 2nd – Lois Hobbs Minutes approved.
Public Comment	
3 minutes per	
Comments	Parent-Ms. Yvonne Harris speaking on behalf students and parents. <ul style="list-style-type: none"> • Parents are requesting if the board meeting could be held at a later time to accommodate parents’ schedules. • Are students required to take 9th and 10th grade English if they already had English 101 and 102 at DSU? • Some students receive Certificate stating they are college ready yet are not enrolled in college classes. Why? • Are students with IEPs eligible for college courses? Dr. Horton noted that later in the meeting the Board will discuss a process for providing feedback to parents.
Executive Committee	
	Marsha Horton, Chairperson
Comments	<ul style="list-style-type: none"> • Executive Committee has not met since the last Board meeting. • Dr. Horton has been working closely with DSU to resolve pending matters in preparation for charter renewal. • DSU has committed to providing classroom space for 10th graders on campus. This decision will <ul style="list-style-type: none"> ○ reduce the financial costs for transportation ○ provide the potential to increase enrollment for freshman class • Additional logistics and finances are being worked on by Ms. Lindsey. • Second item needed for renewal is a revised MOU. • Dr. Fox-Lykens is taking the lead on preparing that document. • All steps are being taken to enable compliance with the performance framework.

Personnel Committee	
	Juanita Wilson, Chairperson
Comments	<ul style="list-style-type: none"> The committee met and plan to review tools other charter schools are using for the evaluation of School Leaders. Once the review is completed the committee will determine if our process needs to be modified and will make the necessary recommendations for such modifications to the Board for consideration. Dr. Horton noted that Teresa Gerchman has resigned and Dr. Juanita Wilson will assume the evaluator role previously fulfilled by Ms. Gerchman.
Finance/Facilities (F/F) Committee	
	Denes Lindsey , F/F Chairperson
Comments	<ul style="list-style-type: none"> The committee met today to discuss the current state of the budget The Web Report reflects receipts of 72.9% of the budget for all funding sources. Waiting to receive \$80,000 from the state, remainder will come from federal sources ie. Cafeteria funds 56.7% in expenditures, which is what would be expected at this point in the fiscal year. The budget is balanced with a draw on the line of credit \$3,490 surplus at the end of year 5 yr renewal plan 2018-2022 part of the renewal process for the charter Web Report - Approved by the finance committee Enrollment is a major factor in balancing the budget. There were questions regarding <ul style="list-style-type: none"> use of funds from the line of credit cost of salaries for recent hires return of restricted funds to DOE transportation More work needs to be completed for five projections. They are very different from projections used by DSU Board of Trustees in initial planning phases.
Nominating Committee	
	Lois Hobbs, Chairperson
Comments	<ul style="list-style-type: none"> Exploratory calls are being made to potential new board members. The names and bios of those the committee wishes to move forward will be shared with the Board. The report was for information purposes only.
Marketing and Recruitment Committee	
	Rebecca Fox-Lykens, Chairperson
Comments	<ul style="list-style-type: none"> No report at this time.
Academic Affairs Committee	
	Bob Martin, Chairperson
Comments	<ul style="list-style-type: none"> During the Fall 2016 semester there were issues with getting some students registered. Dr. Edney is working with Mr. Holmes, DSU Registrar, to refine processes and get students registered during the priority registration period. 9th graders will be hosted here. 10,11, 12th graders will be on the main campus Grades are posted via Home Access. Parents can monitor their students via Schoology and Home Access There are some synchronization issues between Schoology and Home Access Parents have been mailed their own Schoology logins and passwords so they can more easily monitor student assignments from inception. The students weighted GPAs for the students is still being worked on by IS. They have to go back to the first cohort. The task was to have been completed by December 16 but still not completed. Dr. Edney is working with vendor management to resolve the issue. Coach Robb informed the committee for the basketball team 7 of 11 students were academic ineligible so it left the team with only four eligible students. The remainder of the games were cancelled. Dr. Martin asked what was done prior to the final decision to inform students of their academic standing and progress and the response was that this information was shared with students daily. Students were well aware of the possible outcome if requirements were not met. Ms. Denby asked will there be a team next year? Dr. Martin declined to respond but Dr. Horton stated it is anticipated there will be a team but student

	<p>eligibility to play is determined by whether the students maintain the required GPA.</p> <ul style="list-style-type: none"> • Ms. Hobbs asked if communication was shared in writing with the students. • It is important that the Board be kept informed. • Ms. Hobbs reminded the Board that weighted grades are only being done for students still enrolled at the ECHS. • Mr. Pinkett asked if we knew whether the impact of weighted grades would be negative or positive. Dr. Martin responded that it will be very positive. That was investigated during the deliberation process when deciding how the grades would be weighted. • Numerical grades and grade point average are both available. School point average is based on a 4.0 scale • Summer Bridge is no longer necessary but the summer projects will continue. There are on-going discussions regarding how the PE/Lifetime Fitness requirement will be met. They are trying to weave it into the regular school year. Current 9th and 10th grade students have already had the course so there is time to come up with a plan for future students, perhaps utilizing DSU facilities. • Mr. Pinkett asked why the change in Summer Bridge. Dr. Horton responded on behalf of Dr. Edney (who had laryngitis). In addition, Dr. Horton had attended a recent Hornet Hello and was familiar with how the summer schedule was explained to parents of incoming students. The school reviewed the activities associated with Summer Bridge and decided it was not appropriate for students to start college courses prior to 9th grade. Instead, they needed to focus on assisting students in understanding the Early College High model and getting into the “college ready” mindset earlier. Summer Bridge is not eliminated; however, instead of it being several weeks for incoming 9th graders it will be four days. Tenth graders will work on an intensive inquiry-based project. • The shortened time period for Summer Bridge will result in cost savings (e.g., summer salaries). • The report was for information purposes only.
Audit Committee	
	Charles McDowell , Chairperson
Comments	<ul style="list-style-type: none"> • No report at this time.
School Leader	
	Evelyn Edney, School Leader
Comments	<ul style="list-style-type: none"> • Dr. Nyia McCants spoke on behalf of Dr. Edney (who as previously noted had laryngitis). A written report had been mailed to the Board. Below are highlights. • Applications - 241 received. 176 9th graders and 16 10th graders have been invited. Fifty-two 9th graders on the waiting list; all 10th graders were invited. Seventeen students registered at the first Hornet Hello. Three additional sessions are scheduled. • Some students have withdrawn due to family moves, transportation issues, and custodial care. • Excited about 10th graders being housed at DSU. Administrative Team is developing plans to help with transition. • Staff and Administrative Team participated in professional development on a number of topics (e.g., school climate, NextGen Science standards) • Walk-throughs completed for excellence framework • First Hornet Hello on Feb 15 • Honored College readiness students and those who made growth rec'd a pancake breakfast • Took seven students to Business professionals of American conference. A team placed into the national competition. Six-seven students received Torch Awards for service which also makes them eligible to attend the national conference being held in Florida. • This week held the Carter G. Woodson Program, project-based lesson based on research on notable Africans and African Americans. Honorary Awards were given to Secretary of Education Susan Bunting (who attended), newly elected Congresswoman Lisa Blunt Rochester, Governor Carney and Dr. Williams. • College readiness data was presented. Students have received five reports thus far this year. Categorical information is provided on each report. • Upcoming Events - PTSA meeting, Mother-Son Dance • Facilities <ul style="list-style-type: none"> • Replaced the covers on the floors • Air temp has been regulated more this year • There are still leaks • Mr. Pinkett - Is this property leased or do we own it? DSU owns it and they do not charge the school for repairs. if they don't • Dr. Fox is IS still assisting with student registration? No. • Can they register another place beside the Hornet Hellos? No, registration occurs at Hornet Hello. • The process from application to registration was explained. Students not yet registered are contacted via phone, E-mail, and by the mail. • Dr. Lykens – phone contact provides a lot of insight on who is likely to register. • Mr. McDowell - How do this year's numbers compare with last year's numbers at this point in

	<p>time? That would be helpful to include in future reports.</p> <ul style="list-style-type: none"> • Mr. McDowell – It would be helpful to see proficiency reports disaggregated by grade levels. • Mr. McDowell – it was surprising to see proficiency levels go down. How? A student could be passing/not passing at Interim but final grade for the marking period could be higher or lower. • Dr. Horton – a TV report and news article was done on the Carter G Woodson program. She asked that the link be sent to all Board members.
Charter Management Company Report	
	Representative - Teresa Gerchman Innovative Schools
Comments	<p>A report was mailed to the Board earlier today.</p> <ul style="list-style-type: none"> • Mr. McDowell – comments re PSAT scores, particularly noting low performance in math. Scores are from last year. The students will retake test Spring 2017. They are implementing strategies to increase performance. • Dr. Horton – important to follow up with applicants to choose ECHS. Contrary to state process, students are not always pulled from applicant pool once they make a selection • Ms. Hobbs – some schools send welcome videos to student cell phones. • Polytech visits homes before they students are fully accepted
Parent Association Report	
	Danielle Watson, Chairperson
Comments	<ul style="list-style-type: none"> • No report
Teacher Report	
	Lue-Ann DeCastro, Chairperson
Comments	<ul style="list-style-type: none"> • No Report
Discussion/Actions Items	
Comments	<ul style="list-style-type: none"> • Policy on Public Comment – it is important to close the loop and increase the efficiency of Board operations • Motion to approve the policy, pending additional edits by Horton – Lois Hobbs; Seconded – Rebecca Fox Lykens • Motion carried.
Old Business	
Comments	<p>Charter Renewal</p> <ul style="list-style-type: none"> • Dr. Lykens distributed 1st draft of updated MOU • MOU will address roles, responsibilities and expectations of DSU and ECHS (e.g., to use funds received from state for reimbursement for dual enrollment to DSU to offset costs associated with DSU tuition) • Mr. Forbes – Most Early Colleges pay some amount of reduced tuition. I don't know of any Early College that pays full tuition, nor do I know of any that do not pay anything towards tuition costs. It ranges from 25-50% depending upon the cost/credit hour. • Ms. Lindsey – Do you know of others who do not pay rent or utilities? • Mr. Forbes – For most Early Colleges the arrangements are with school districts so certain expenses are absorbed at that level. • Dr. Horton – going forward the MOU needs to be carefully reviewed in terms of how it benefits ECHS and how it benefits DSU. Need to use a model that is sustainable. • Ms. Lindsey – Why are we moving away from STEM and making it more generic? • Dr. Horton – The Academic Affairs committee mapped out all of the possible curriculum to respond to students interested in majoring in areas other than those considered STEM. This is something to consider in preparing for the renewal of the charter. Forbes – recruitment is much more difficult if potential majors limited to STEM. • Ms. Hobbs – should we formalize transition from ECHS to DSU? • Mr. Forbes – At Akron we strongly encouraged students to transfer to the host school because the transfer process would be so much easier, a smoother pathway. • Building – the Pros/Cons of a building project have to be considered • Other matters addressed in Executive Committee Report <p>Contract with IS</p> <ul style="list-style-type: none"> • Contract was approved but recent resignation of Teresa Gerchman may have implications for additional modifications

New Business	
Comments	<ul style="list-style-type: none"> • Enrollment already received • Change in meeting time <ul style="list-style-type: none"> • Initially meeting time was earlier then moved to current time slot. • Modifying time will be discussed at next board meeting
Executive Session	
Comments	No session called.
Appeals and Reviews	
	There were none.
Adjournment	
Comments	<p>Motion to adjourn – Bob Martin 2nd – Bob Dayton Motion carried. Meeting adjourned at 7:20 pm.</p>
<p>FOIA and FERPE policy has been posted to ECHS website.</p>	
<p>Announcements: Next Board meeting will be on Mar 23, 2017</p>	
<p>Minutes submitted by – T. Kimberly King, Board Secretary</p>	