



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

Regular Monthly Board Meeting		
4.22.2021	5:15pm	Zoom Virtual Meeting
Facilitator	Marsha Horton, Board President	
Note taker	Nyia McCants, ECHS Recording Secretary	
Board Members Present	Ms. Paige Chapman, Ms. Robin Demby, Dr. Evelyn Edney, Ms. Mahogany George, Ms. Crystal Gillis, Ms. Lois Hobbs, Dr. Marshá Horton, Dr. Nyia McCants, Mr. Charles McDowell, Ms. Dara Savage, Ms. Ayeda Silent, Ms. Juanita Wilson	
Board Members Absent	Ms. Saphria Gibbons, Ms. Dayna Cobb, Mr. Ron Pinkett	
Other Attendees	No other attendees	
Approval of Agenda	Motion adopt the agenda - Wilson 2nd – McDowell YES- Chapman, Demby, Gillis, Horton, McDowell, Savage, Silent, Wilson NO- None Motion unanimously approved.	
Approval of Meeting Minutes	Motion to approve February 25, 2021 meeting minutes – McDowell 2nd – Wilson YES- Chapman, Demby, Gillis, Horton, McDowell, Savage, Silent, Wilson NO- None Motion unanimously approved.	
Public Comment		
3 minutes per speaker		
Comments	No public comments.	
Personnel Committee		
	Juanita Wilson, Chairperson	
Comments	No report.	
Finance/Facilities (F/F) Committee		
	Ayeda Silent , F/F Chairperson	

Comments

Ms. Silent presented the report.

A. On-Going Concerns:

a. Transportation

- i. Revenue: \$409,290;
- ii. Expense projection: \$511,548 of which \$130,465 disbursed as of February;
- iii. While FY2021 Non-Transportation Eligible students per Regulation 1150 totals 80, the ECHS location has been deemed a Unique Hazard, so all students are considered transportation eligible. Will be under review should ECHS transfer to a new location where walking safety is no longer a hazard;
- iv. Expectation of moving from the Commons to Wesley College location which can lead to potential savings; Ms. Hobbs informed that ECHS will not be moving this year and this was confirmed by President Allen;

b. School District Local Per Pupil Amounts

i. Local School district per pupil amounts.

- 1) Appoquinimink, Cape Henlopen, Capital, Laurel, Red Clay, Seaford, Woodbridge school districts all have lower per pupil amounts down from FY2020 due to less spending for fiscal year;
- 2) Impact to local revenues for ECHS currently equates to a 13% total reduction for amount of \$99,529.12 from FY2020. The average per pupil reduction of 8% currently reflects a reduction of \$152.58;
- 3) School district reduced spending coupled with student category configuration change (regular, basic, intense, or complex) and a reduced enrollment triggered the change from FY2020;

B. November 13, 2020 Enrollment: 399;

C. Division I Teacher Units: 22.37; reduced from 23.27;

D. Revenues:

1. Web Report reflects receipts of 100.4% per All Funds Total;

a) State Funds

- CPR (training funds received, but not budgeted)-- \$364.43;
- Dual Enrollment – (received, but not budgeted)-- \$12,461.46. Amount was put in a State Account and was not available at time of budget approval.
 - i. Question from Dr. Horton as to how much was spend towards Dual Enrollment vs the received \$12,461.46;
 - ii. Per Dr. McCants, amount submitted by Mr. Yancy is way more than we'll ever receive in reimbursement;
 - iii. Amount submitted for reimbursement is based on books and lab fees;
 - iv. Dr. Horton requested, that even though not in the highlights, the Full Board is made aware that the State only reimburses a fraction of the actual cost of providing Dual Enrollment; This due to DSU inquiring about cost of services they provide vs how much ECHS receives back from the State and the possibility of some of that money filtering back to DSU;

b) Local Funds

- Collection of \$11,108.24 in unbudgeted Interest;
- Cafeteria receipts reflect intent to pursue student outstanding collections;
- Student Activities reflects collections beyond projected budget;
- Christina School District Settlement funds were recalculated to a lower amount from 11/06/20 Preliminary to the 03/08/21 Final (Reduction of \$196.74);

	<p>c) Federal</p> <ul style="list-style-type: none"> • Cares Act-\$109,333-Received; • COVID-19-\$35,000-Received; • Research for Better Teaching-\$15,150; • ESSER II-\$470,664-for application; • Discussion on ESSER III – will not be awarded until after July 1, 2021; • Note by Ms. Spence: Trying to maximize all these dollars without losing any funds; • Dr. McCants provided additional documentation on what the ESSER funds are and what they can be used for; <p>E. Expenditures:</p> <ol style="list-style-type: none"> 1. The Account Code Expenditure Detail Report reflects 61.5% of the budget for all funding sources has been expended; 2. The ratio for State and local funding reflects 64.1%; 3. 20 of 26 payrolls have been expended for a ratio of 76.9%; a) State and Local payrolls-based upon the time period completed 70.1% salary and 70.7% OEC; 4. Web Report (includes encumbrances) reflects 62.0% of the budget for all funding sources has been obligated and expended, while the ratio for State and local funding reflects 64.7%; 5. 3% Staff Bonus - \$60,000 – compensation effort to staff without building the budget; One-time expense; 6. Budget for FY2020 is currently funded by One-Time funds of \$100,393 excluding the Accounts Payables amount of \$49,230 supported by state/local; <ol style="list-style-type: none"> 1. Safety & Security, a 3-year state grant had a continued amount of \$11,455; 2. Line of Credit One-Time amount of \$88,938; <p>F. Contingencies:</p> <ol style="list-style-type: none"> 1. 2% Contingency - \$84,278.00; 2. Notes to Budget: (Solvency Factor set-asides excluded from budget) <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">1)</td> <td>Summer Pay -</td> <td style="text-align: right;">\$350,675.00</td> </tr> <tr> <td>2)</td> <td>Strategic Plan -</td> <td style="text-align: right;"><u>\$152,491.00</u></td> </tr> </table> <p>Total \$503,166.00</p> <ol style="list-style-type: none"> 3) APRR 98079 Contingency Balance \$416,790.00; 3. Unallocated (Restricted resources that operate within separate appropriations and can only be expended to the level that has been received and for a specific purpose.) <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">1)</td> <td>Donations -</td> <td style="text-align: right;">\$ 571.00</td> </tr> <tr> <td>2)</td> <td>Reserve Tech -</td> <td style="text-align: right;"><u>\$23,199.00</u></td> </tr> <tr> <td></td> <td style="padding-left: 20px;">Total</td> <td style="text-align: right;">\$23,770.00</td> </tr> </table> 	1)	Summer Pay -	\$350,675.00	2)	Strategic Plan -	<u>\$152,491.00</u>	1)	Donations -	\$ 571.00	2)	Reserve Tech -	<u>\$23,199.00</u>		Total	\$23,770.00
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Nominating Committee	
	Lois Hobbs, Chairperson
Comments	No report.
Fund Development Committee	
	Ronald Pinkett, Chairperson
Comments	No report.
Academic Affairs Committee	
	Sandra Spangler, Chairperson
Comments	<p>Ms. Spangler presented the report.</p> <p>School Reopening in Hybrid Format Debrief - Dr. Edney reported that the hybrid reopening has been going well so far. There have four cases of COVID among the students. Two of the students reside in the same household and after thorough contact tracing for possible exposure to other individuals in the school, the investigation resulted in no additional exposure to other students or staff. The other two student cases, the students never reported to the school building. Ms. Spangler expressed kudos to the teachers for running classes with students in the classroom and on zoom simultaneously.</p> <p>College Readiness Data - Reviewed student college readiness data by grade level and school-wide. For the 3rd marking period interim period and 4th marking period, 62.78% and 63.25%, respectively, of the school</p>

	<p>were rated as college-ready. The college readiness percentages are more encouraging than last year at this time.</p> <p>Curriculum & Scheduling Expansion Committee</p> <ul style="list-style-type: none"> - Dr. Edney provided a spreadsheet with a list of all expansion committees and is asking for at least one board member to serve on each of the committees. The first expansion committee meeting will be at the end of May. <p>Training Update: Springboard, AP, RBT, etc. & Conferences</p> <ul style="list-style-type: none"> - Springboard curriculum will be for the middle and high schools in ELA and Mathematics. The school is discussing adding Advanced Placement courses for ELA and History. AP training will be available for teachers who will teach these courses. Administration is working with all staff to identify available summer training (i.e. content leader, curriculum, national conferences, etc.). <p>Extra Positions (ESSER Funds)</p> <ul style="list-style-type: none"> - School administration is planning to use ESSER funds to hire Read 180 and Math 180 teachers for an intensive academic intervention course and special education staff (teachers and paraeducators). - School leader is planning to hire a Business Manager (state and local funding).
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Audit Committee Report

	Charles McDowell, Chair
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Comments	No report.
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School Leader Report

	Evelyn Edney, School Leader
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Comments	<p>Dr. Edney presented the report.</p> <p>Enrollment: Currently at 345 students for 2021-2022 school year, we did meet the April 1st enrollment requirement. We are working on the May 1st deadline of having 95% enrollment for next school year. Dr. Edney shared that the school has been having Hornet Hello events for accepted students and Open House events for interested students. Also, emailed postcards to current 8th grade students in the state to advertise the openings for the 2021-2022 school year. Enrollment numbers are low across the state for all charter schools. Dr. Edney attends weekly charter leaders meetings and all are reporting similar enrollment challenges.</p> <p>College Readiness: Dr. Edney reported that she is pleased that college readiness is holding at approximately 60% at this time of the year.</p> <p>Attendance: The average daily attendance rate for the school has been holding at a approximately 97% for the entire school year.</p> <p>Student Activities: March 17, 2021 was Wear Green Day for St. Patrick's Day. April 8, 2021 was ECHS to DSU Night for Seniors. The DSU team from Strategic Enrollment, Financial Aid, Housing, etc. gave a special presentation to ECHS seniors regarding admissions information. All students who registered were given a fee waiver for the DSU New Student Orientation.</p> <p>Parents/Community:</p> <ul style="list-style-type: none"> • PTSA has held meetings on March 10, 14, 17 so that the School Leader could have a Q & A session for parents regarding the Hybrid Re-Opening • On March 11, 2021 the School Leaders was a panelist for the Educators of Color and Linguistically Diverse Educators Recruitment Fair. • On March 16, 2021, the School Leader was a panelist for the YWCA's Let's Talk, Racism, Sexism, and Activism in Sports. • On March 22, 2021, the School Leader was a panelist for the Delaware Academy for School Leadership's 3rd Annual Women Leading Delaware Education Conference. • On March 24, 2021, the School Leaders was a presenter at the DACTE Public Program - Annual Meeting. <p>School Re-opening Plan Basics</p> <ul style="list-style-type: none"> • Students have been hybrid for four weeks • There are 57 ninth graders on Monday, 42 tenth graders on Tuesdays, 33 eleventh graders on Wednesdays, and six seniors on Thursdays who are present. • There have been four students who have tested positive for Covid-19. Two live in the same household and were in school on one day. After contact tracing by the nurse, it was determined that these students were not in direct contact with anyone in the building. This occurred in the 2nd day of hybrid and there have been no problems since. The other two
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	<p>students who have contracted Covid were home with their families and contracted it from someone in their family.</p> <p>Dr. Edney presented information about the middle school expansion. She discussed the different committees that will be comprised of students, parents, staff, community members, and board members who will all be integral parts of the planning phase prior to the actual opening in August 2022.</p> <p>Dr. Horton asked for the end date of the clothing drive. Dr. Edney advised that Hornets in Action is accepting clothing until April 30th for the HIA clothing drive.</p> <p>Dr. Horton reminded all board members of the upcoming senior commencement on May 16th at 6pm.</p>
Teacher Report	
	Dara Savage, Teacher Representative
Comments	<p>Mrs. Savage presented the report.</p> <p>We are still here, and not only that, we are refining our practices to make remote and hybrid learning as effective as possible.</p> <p>Our Year One teachers are finishing up their State of Delaware mentoring requirements, and more seasoned teachers are examining ways to put our RBT professional development into practice. The new teachers found RBT especially useful.</p> <p>Congratulations to our Teacher and Staff Member of the Year, Joell Whitley and Tawanna Prophet-Brinkley!</p>
Student Report	
	Mahogany George, Student Representative
Comments	<p>Ms. George presented the report.</p> <p>The end of the school year is quickly approaching for Early College High School. Overall this has been a pretty successful school year, and it is time to finish strong. The reopening plan was put into action, and the students who wanted to go back to the building are there. Progress reports for the 4th marking period is coming up, so students had to submit their blackboard grades.</p> <p>Seniors have a lot going on right now, and the main thing is capstone. Capstone final presentations are coming up, so students are working on their product presentation. To better prepare students for the presentations there will be practice presentations in advisory. During the practice students can get feedback from their peers, as well as, the teacher. Senior advisory has also been focused on preparing students for the real world. What we focused on was that we should have a plan for after we graduate high school because we are not automatically going to have an apartment, car, ect... The next thing that is coming up for seniors is prom. There is a small group working on planning the prom, and the event is seniors only. The next big thing for seniors is graduation, and graduation rehearsal. All of the information about graduation was sent out to seniors, so they can plan accordingly. Yearbook is working hard as usual. Seniors were given an extra credit opportunity to fill out some pages for the yearbook.</p> <p>Hornets in Action put the Clothing Closet into action. The support from the community, staff, and students was amazing. We have received a lot of donations, and they are still coming in. Like stated before this has been an overall very successful year considering the circumstances.</p>
Parent Report	
	Saphria Gibbons, Parent Representative
Comments	Parent representative not present.
Discussion/Action Items	
Comments	N/A
<p>New Business – 2021-2022 School Calendar</p> <p>Dr. Horton shared the attendance survey with all board members to view. There are a total of 1,128 instructional hours that our students will be in school next year. The state requires 1,020 hours.</p> <p>Motion to approve the 2021-2022 ECHS School Calendar– Hobbs</p> <p>2nd - McDowell</p> <p>YES- Chapman, Demby, Gillis, Horton, McDowell, Savage, Silent, Wilson</p> <p>NO- None</p> <p>Motion unanimously approved.</p>	

Old Business – Charter Modification Application Update

Dr. Edney provided the update during the school leader report.

Information Items –

Ms. Hobbs shared that she has been asked by DSU Board of Trustees to share a few words at the 130 year commemoration. She plans to have an ECHS graduate speak with her at the event. She plans to highlight the accomplishments of ECHS since its inception.

Dr. Edney shared that she was contacted by the DSU archivist to contribute to the DSU time capsule.

Announcements –

This will be Mahogany's last board meeting as a student as she will graduate in May. Dr. Horton thanked Mahogany for her service as a student representative on the board.

Motion to adjourn – Hobbs

2nd – Wilson

YES – Chapman, Demby, Gillis, Horton, McDowell, Savage, Silent, Wilson

NO – None

Motion carries.

Meeting adjourned at 5:51pm.

Next Board meeting will be on Thursday, June 24, 2021 at 5:15pm.

Minutes submitted by – Nyia McCants