



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

Regular Monthly Board Meeting		
8.8.2019	5:30pm	ECHS
Facilitator	Crystal Gillis, ECHS Board Vice-President	
Note taker	Nyia McCants, ECHS Recording Secretary	
Board Members Present	Juanita Wilson, Sandy Spangler, Lois Hobbs, Tawanna Prophet-Brinkley, Crystal Gillis, Gwendolyn Scott-Jones, Robin Demby, Nyia McCants, Evelyn Edney, Briona Denby (phone)	
Board Members Absent	Jacob Roddy, Marsha Horton, Charles McDowell, Ronald Pinkett	
Other Attendees	Timothy Yancy	
Approval of Agenda	<p>Wilson requested to add Executive Session on the agenda to discuss the school leader's goals and evaluation. McCants requested to move Facilities & Finance Committee report before Personnel Committee report.</p> <p>Motion to approve the revised agenda – WILSON 2ND – SCOTT-JONES YES-WILSON, SPANGLER, HOBBS, PROPHET-BRINKLEY, GILLIS, SCOTT-JONES, DEMBY NO-NONE Motion unanimously approved.</p>	
Approval of Meeting Minutes	<p>McCants noted that Crystal Gillis was not recorded as absent on the June 27, 2019 meeting minutes.</p> <p>Motion to approve revised June 27, 2019 meeting minutes – HOBBS 2ND – WILSON YES-WILSON, SPANGLER, HOBBS, PROPHET-BRINKLEY, GILLIS, SCOTT-JONES, DEMBY NO-NONE Motion unanimously approved.</p>	
Public Comment		
3 minutes per		
Comments	No public comments.	
Executive Committee		
	Marsha Horton, Chairperson	
Comments	Chairperson not present, no report.	
Personnel Committee		
	Juanita Wilson, Chairperson	
Comments	Wilson shared that she has one item regarding the school leader's evaluation which will be discussed during Executive session.	

Finance/Facilities (F/F) Committee	
	Ayeda Silent , F/F Chairperson
Comments	<p>Timothy Yancy, ECHS Operations Manager, presented the report. Reviewed the highlights of the Financial reports for month ending June 30, 2019. 100% of the year is complete:</p> <ul style="list-style-type: none"> - Enrollment: 393 (down by 27 students from FY18) - Division I Teacher Units: 22.07 (down by 1.56 from FY18) - Revenues: <ul style="list-style-type: none"> o Web Report reflects receipts of 100.4% per the All Funds Total - Expenditures: <ul style="list-style-type: none"> o The Account Code Expenditure Detail report reflects 92.8% of the budget for all funding sources has been expended, while the ratio for the State and Local funding reflects 95.2%. o 26 of 26 payrolls have been expended for a ratio of 100.0% o The Web Report reflects 93.7% of the budget for all funding sources has been obligated and expended, while the ratio for State and Local funding reflects 96.2%. o Budget for FY19 is currently funded by One-Time funds of \$143,118 excluding the Accounts Payables amount of \$56,962 supported by state/local. <ul style="list-style-type: none"> ▪ Line of Credit supported by additional \$100,000 - Contingences: <ul style="list-style-type: none"> o 2% Contingency - \$80,764.00 o Notes to Budget: (for set-asides excluded from the budget) <ul style="list-style-type: none"> ▪ Summer Pay - \$338,786.00 ▪ Strategic Plan - \$78616.00 <ul style="list-style-type: none"> • Total: \$417,402.00 • APPR 98079 Contingency Balance - \$416,790.00 o Unallocated: Restricted resources that operate within separate appropriations and therefore can only be expended to the level that has been received and for a specific purpose. (While these accounts were not allocated in totality at the time of the budget approval, additional resources as needed have been disbursed.**) <ul style="list-style-type: none"> ▪ Federal - \$319.00 ▪ Miscellaneous Receipts - \$15,056.00** ▪ Donations - \$1000.00 ▪ Student Activities - \$2,599.00** ▪ Reserve Tech - \$6,970.00 ▪ Longwood Foundation - \$50,000 <ul style="list-style-type: none"> • Total - \$75,944.00 - New Custodian, Tom Fagan, contracted through First State Facilities - Grossley Project – Currently at a standstill due to issue with permits. Grossley Lecture hall will be used by ECHS for SY19-20. The nurse will be on the 1st floor of the Grossley Hall building. <p>Scott-Jones – Did we ever come up with a plan for the cost of the buses? Edney responded – Yancy has been in communication with bus companies. The bus companies determine cost based on number of stops. Discussed the recent passing of the transportation bill where the students can use the DART. ECHS is still gathering information on what this may look like for our students. Yancy – Based on information obtained at a transportation meeting, the students would only be able to ride one or the other, DART or school bus. There will be more information coming out. ECHS will need to submit the number of students who will ride the DART. ECHS would have to pay for the passes. If stops are eliminated, this could potentially reduce the transportation costs. This may help the Dover and northern students. Spangler – Need to determine if we would have to pay for both, passes and cost to transport student to school as this could be a cost increase.</p> <p>Motion to accept web report – WILSON 2ND – HOBBS YES – WILSON, SPANGLER, HOBBS, PROPHET-BRINKLEY, GILLIS, SCOTT-JONES, DEMBY Motion unanimously approved.</p>
Nominating Committee	
	Lois Hobbs, Chairperson
Comments	<p>Hobbs presented the following slate of names to the board for acceptance: Marsha Horton, Ronald Pinkett, Ayeda Silent – continue for another three year term Briona Denby’s term is also ending. Denby and Hobbs will have a private discussion. Crystal Gillis – transition from the parent representative (child graduated in May 2019) to a regular board member for three year term Dayna Cobb – parent representative Jacob Roddy and Tawanna Prophet-Brinkley will be discussed at the October board meeting. The ECHS staff need to vote on teacher representative for the upcoming school year. The teachers will return to school on August 12, 2019.</p>

	<p>Motion to accept the board members who have agreed to serve for another three year term – Marsha Horton, Ronald Pinkett, and Ayeda Silent; Move Crystal Gillis from Parent Representative to Regular Board Member; and accept Dayna Cobb as Parent Representative – HOBBS</p> <p>2nd – PROPHET-BRINKLEY</p> <p>YES – WILSON, SPANGLER, HOBBS, PROPHET-BRINKLEY, GILLIS, SCOTT-JONES, DEMBY</p> <p>Motion unanimously approved.</p>
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Marketing Committee

	Vacant, Chairperson
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Comments	<p>McCants presented information about the upcoming fundraiser, 3rd Annual Honoring Our Legacy</p> <p>Date: October 25, 2019</p> <p>Time: 7p-12a</p> <p>Location: Modern Maturity Center, Dover</p> <p>Honorees: Bebe Coker and Norman Oliver</p> <p>The evening will include buffet dinner, awards ceremony, and music by Best Kept Soul (live band).</p> <p>Three levels of tickets: Premier Seating, General Seating, and Music/Dance Tickets only (9p-12a).</p> <p>Horton encouraged all board members to support the event. In addition, board members should attend at least one event during the school year to support.</p>
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Academic Affairs Committee

	Sandy Spangler, Chairperson
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Comments	<p>Spangler presented the report (For Information Only)</p> <p>Enrollment, there are currently 420 student enrolled. 15 students are not returning from last year and are not included in the 420 count.</p> <p>Academic goals for this coming school year. Two main focus points: mathematical practice and equity.</p> <p>PLC – Target student progress and data analysis</p> <p>Will begin the school year with teacher/staff professional development (4 days)</p> <p>DOE Required training which teachers need to complete online.</p> <p>Study Hall supervision/structure – Will be led by two paraprofessionals. Administration will provide training directly to the individuals. Dr. Edney will address the student population about study hall expectations. Additionally, ECHS plans on securing the SWIPE system to monitor students' in and out.</p> <p>ECHS will be working with Communities in Schools</p> <p>Two nurses have been hired, one for each side of campus.</p>
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Audit Committee

	Charles McDowell, Chairperson
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Comments	<p>Timothy Yancy presented update (For information only).</p> <p>The auditors from Maillie were on site at the end of July to begin the process. They are requesting additional documentation from ECHS. The audit should be completed by September 1st.</p>
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School Leader

	Evelyn Edney, School Leader
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Comments	<p>Edney presented the report.</p> <p>Edney emailed all board members the School Leader report and End-of-Year Presentation.</p> <p>Highlights:</p> <p>Enrollment</p> <ul style="list-style-type: none"> • Spangler just reviewed current numbers <p>Summer Recruiting</p> <ul style="list-style-type: none"> • August Quarterly • Middletown Peach Festival • Mt. Zion event <p>Professional Development</p> <p>National Charter School Conference</p> <p>National Secondary School Principal's Conference</p> <p>Administrative Assistants – Archiving</p> <p>Academic</p> <p>Students completing summer projects</p> <p>Scheduling</p> <p>ECHS has been working with DSU Admissions department</p> <p>Student Highlights</p> <p>DSU National Transportation Institute</p> <p>3 Students work with Dr. Esosa</p> <p>Band Camp – record number</p>
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	<p>Young Environmentalist of the Year by DNREC Graduate, Esther Abiona, presented at the National Secondary Principal's Conference PTSA has held a series of meeting over the summer to plan for upcoming school year Facilities – Grossley will not be completed by the time we need it. We have been working with DSU to secure other classrooms. Upcoming Dates Welcome Back/Welcome Home Nights First Days of Schools Student Leaders Retreat</p>
Parent Association Report	
	Crystal Gillis, Chairperson
Comments	Chairperson not present, no report.
Teacher Report	
	Tawanna Prophet-Brinkley, Chairperson
Comments	<p>Prophet-Brinkley presented report. Teachers asked about email from the Secretary of Education regarding pay raises and compensation for additional time. Edney responded that this will be discussed on teachers' first day back on Monday, August 12th.</p>
Student Report	
	Jacob Roddy, Chairperson
Comments	Student not present, no report.
Budget Items	
Comments	No budget items for action.
Discussion/Action Items	
Comments	<p>Motion to approve Dr. Edney's evaluation – HOBBS 2ND – DEMBY YES: HOBBS, SCOTT-JONES, DEMBY, SPANGLER, WILSON, GILLIS, PROPHET-BRINKLEY NO: None Motion unanimously approved.</p> <p>Motion to accept Dr. Edney's goals for the 2019-20 school year – HOBBS 2ND – GILLIS YES: HOBBS, SCOTT-JONES, DEMBY, SPANGLER, WILSON, GILLIS, PROPHET-BRINKLEY NO: None Motion unanimously approved.</p>
Executive Session	
Comments	<p>6:01pm Motion to enter Executive Session to discuss school leader's evaluation and goals – HOBBS 2nd – SCOTT-JONES YES: HOBBS, SCOTT-JONES, DEMBY, SPANGLER, WILSON, GILLIS, PROPHET-BRINKLEY NO: None Motion unanimously approved.</p> <p>6:21pm Executive session ended. Motion to reconvene Board Meeting – HOBBS 2ND - WILSON YES: HOBBS, SCOTT-JONES, DEMBY, SPANGLER, WILSON, GILLIS, PROPHET-BRINKLEY NO: None Motion unanimously approved.</p>

Old Business – N/A

New Business – N/A

Appeals/Reviews – None

Announcements

Gillis shared that Gillis, McCants, and Yancy attended the Charter School Summit. Shared that the tuition tax was discussed. There is a bill that has been presented in legislation to modify the language stating that if the funds are not used, LEAs would need to return the funds.

McCants shared information about attorney who presented about regarding due process complaints. All schools need to ensure that they are adhering to the laws and regulations regarding ADA/504 and IDEA and work with the families.

Gillis shared that the representative from RAVE presented. ECHS has the RAVE panic button. This is a notification system to alert staff that there is an emergency.

Edney shared that Yancy and Ptlm. Camacho will be presenting to staff during PD next week.

Motion to adjourn – SCOTT-JONES

2nd – HOBBS

YES: HOBBS, SCOTT-JONES, DEMBY, SPANGLER, WILSON, GILLIS, PROPHET-BRINKLEY

NO: None

Motion unanimously approved.

Meeting adjourned at 6:22pm

Next Board meeting will be on October 24, 2019.

Minutes submitted by – Nyia McCants