



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

Regular Monthly Board Meeting		
8.27.2020	5:15pm	ECHS
Facilitator	Marsha Horton, Board President	
Note taker	Nyia McCants, ECHS Recording Secretary	
Board Members Present	Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett, Edney, McCants	
Board Members Absent	Spangler, Cobb	
Other Attendees	Saphria Gibbons, Mahogany George	
Approval of Agenda	<b>Motion to modify the agenda to add Executive Session to discuss Personnel matters - Horton</b> <b>2<sup>nd</sup> – Hobbs</b> <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b> <b>NO- None</b> <b>Motion unanimously approved.</b>	
Approval of Meeting Minutes	<b>Motion to approve June 25, 2020 meeting minutes – McDowell</b> <b>2<sup>nd</sup> – Pinkett</b> <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b> <b>NO- None</b> <b>Motion unanimously approved.</b>	
Public Comment		
3 minutes per speaker		
Comments	No public comments.	
Personnel Committee		
	Juanita Wilson, Chairperson	
Comments	Wilson presented report (For Information Purposes Only).  Personnel matters will be discussed in Executive Session following the regular business.	
Finance/Facilities (F/F) Committee		
	Ayeda Silent , F/F Chairperson	

Comments

Silent presented report.

The Finance Committee reviewed the reporting as of July 31, 2020.

For the Month Ending July 31, 2020

8.3% of the year is complete:

- Projected Enrollment: 421 (September 30 unit count moved to November 13)
- Projected Division I Teacher Units: 23.27
- Revenues:
  - The Web Report reflects receipts of 63.7% per the All Funds Total.
    - \$ Preliminary Local School district per pupil amounts are expected to be published the week of August 24, 2020. Currently, the budget reflects 90% of the FY2020 receipts.
- Expenditures:
  - The Account Code Expenditure Detail Report reflects 6.6% of the budget for all funding sources has been expended, while the ratio for State and Local funding reflects 6.9%.
  - 3 of 26 payrolls have been expended for a ratio of 11.5%
    - \$ State and Local Payrolls—based upon the time period completed 10.5% salary and 9.7% OEC.
  - The Web Report reflects 6.7% of the budget for all funding sources has been obligated and expended, while the ratio for State and Local funding reflects 7.1%.
  - Budget for FY2020 is currently funded by One-Time Funds of \$187,690 excluding the Accounts Payables amount of \$49,230 supported by state/local.
    - Safety and Security, a 3-year state grant had a continued amount of \$11,455
    - Remaining \$176,235 reflects one-time resources in support of ongoing operations.
- Contingencies:
  - 2% Contingency 86,334.00
  - Notes to Budget: (for set-asides excluded from the budget)
    - \$ Summer Pay 351,820.00
    - \$ Strategic Plan 64,049.00
      - Total 415,869.00
      - APPR 98079 Contingency Balance 416,790.00
  - 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.
    - \$ Donations 571.00
    - \$ Reserve Tech 15,045.00
      - Total \$15,615.00
- COVID related items budgeted to reflect first phase—Virtual through October (additional adjustments will be forthcoming as new directives become final and ECHS continues to cycle through the future pandemic phases)
  - Revenue Projections:
    - \$ 10% Local per pupil reduction in the amount of \$76,150
  - Expense Recovery:
    - 1 position held vacant and 2 reduced to half time for the currently projected time frame for a reduced budget impact of \$64,687 state/local and \$6,215 IDEA B.
    - Athletics funded at 50% to provide support to a condensed schedule if the opportunity presents itself this winter for a reduced budget impact of \$73,557.
    - COVID expense budget adjusted to reflect projected need and supply assistance from the state to date for a reduced budget impact of \$38,113 (from \$129,253 to \$91,140).
- State Directives needing Action:
  - Hold Harmless for Unit Count
  - Preliminary School District Local per pupil amounts

	<ul style="list-style-type: none"> <li>- Payment for COVID-19 expenses outside of the CARES Act support <ul style="list-style-type: none"> <li>o Current excess of \$91,140 budgeted to State/Local and \$13,190 to Title I.</li> </ul> </li> <li>- Dual Enrollment final reimbursement from FY2020</li> <li>- Pupil Transportation</li> </ul> <p><b>Motion to approve the preliminary budget for FY2021 – Pinkett 2<sup>nd</sup> – Wilson</b>  Horton would like to note that we expect the per pupil amount from districts to be a decrease. There has been some allowance in the budget for this decrease.  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  <b>Motion unanimously approved.</b></p>
<b>Nominating Committee</b>	
	Lois Hobbs, Chairperson

<p>Comments</p>	<p>Hobbs presented the report.</p> <p>Dr. Edney has appointed the student representative, Mahogany George. The nomination committee has approved this recommended appointment.</p> <p><b>Motion for the board to accept Mahogany George as the student representative on the ECHS board of directors – McDowell</b>  <b>2<sup>nd</sup> – Horton</b>  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  Dr. Horton welcomed Mahogany to the board. Dr. Horton will contact her about committee assignments.</p> <p>The parents have recommended Mrs. Gibbons as the parent representative.</p> <p><b>Motion for the board to confirm the ECHS parent’s nomination, Ms. Gibbons as the parent representative on the ECHS board of directors - McDowell</b>  <b>2<sup>nd</sup> – Horton</b>  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  <b>Motion carries.</b>  Dr. Horton welcomed Ms. Gibbons to the board.</p> <p>Hobbs reported that the following terms that expire in October 2020 – Crystal Gillis (will remain for next 3 years), Lois Hobbs (will remain for next 3 years), Sandy Spangler (will remain for next 3 years), and Gwen Scott-Jones (will not remain due to additional work duties).</p> <p><b>Motion to confirm recommended reappointments - McDowell</b>  <b>2<sup>nd</sup>- Savage</b>  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  <b>Motion carries.</b></p> <p>Dr. Horton thanked Dr. Scott-Jones for her service on the board. Ms. Hobbs also thanked Dr. Scott-Jones for service and wishes her well in new endeavors at DSU. Dr. Scott-Jones appreciates the opportunity to serve on the board, it has been a pleasure. Due to other obligations and membership on another external board, could not overextend self. She will continue to provide support to the school and the school leader.</p> <p>Hobbs reported that we have 11 members on the Board. We are permitted to have 15. Would recommend another parent member. When thinking of potential members, consider their expertise, i.e. fundraising. If you have someone you would like to recommend, please send to Lois Hobbs. As you are thinking of new members, please consider people that can fit our needs.</p> <p>Mrs. Savage was filling the teacher position due to the previous teacher leaving. Mrs. Savage will be reappointed in October.</p> <p><b>Motion for the board to confirm the reappointment of Dara Savage as the teacher representative on the board - McDowell</b>  <b>2<sup>nd</sup>-Horton</b>  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  <b>Motion carries.</b></p>
<p><b>Fund Development Committee</b></p>	
<p>Ronald Pinkett, Chairperson</p>	
<p>Comments</p>	<p>Pinkett presented the report (For Information Purposes Only). There is no new information. The funders he has been speaking with are currently more concerned with the hospitals. He and Dr. Edney will meet within the next couple of weeks to discuss the classroom setup in the current environment. For instance, there may be possible funders related to obtaining plexi-glass for classrooms.</p>

Academic Affairs Committee	
	Sandra Spangler, Chairperson
Comments	<p>Wilson presented the report (For Information Purposes Only). The committee met to discuss the current schedule, attendance procedures, and the college readiness rubric. Dr. Edney will review the schedule in the school leader report. It was helpful for the committee to see how schedule has been developed in the virtual environment.</p> <p>The attendance procedures is specific enough to avoid issues that we have experienced in the past.</p> <p>During the committee discussion about college readiness, we heavily focused on attendance. Currently any student who are in classes less than 85% of the time will receive a 1. Higher scores are earned for increased attendance up to a 4. The discussion brought about several points concerning excused and unexcused absences being calculated for the college readiness report. Within the past year, there have been three specific cases that highlighted attendance and the college readiness report.</p> <ol style="list-style-type: none"> <li>1) Excused and unexcused absences in awarding the points</li> <li>2) Denying college readiness based on poor scores for attendance</li> <li>3) Questioning how students can have good grades and extremely poor attendance</li> <li>4) How the school should proceed with the current college readiness rubric in regard to attendance</li> </ol> <p>It was stated that very few students were negatively impacted by the attendance portion of the current college readiness rubric. In fact, most students had favorable attendance rates.</p> <p>The committee concluded that the college readiness rubric will remain as it is with the new revised attendance procedures implemented to prevent the types of issues that were previously encountered. Dr. Edney proposed that the attendance data be reviewed at each board meeting to provide evidence that the new procedures offers the support and communication needed to avoid issues related to college readiness</p>
Audit Committee Report	
	Charles McDowell, Chair
Comments	<p>Mr. McDowell deferred to Dr. Edney to report.</p> <p>The school had a zoom meeting with the auditors at the beginning of the process to review what items were needed and designate who would be responsible for retrieving and delivering items. The auditors created an item and workflow spreadsheet to track progress on receipt of items. As of today, we have two or three outstanding items to submit, to include, an item we are waiting to receive from the President of Delaware State University. Mr. Yancy is working on retrieving the last few items. Once the auditors have received all requested items, they will develop the audit report and then work with Mr. McDowell to schedule a report review meeting.</p>
School Leader Report	
	Evelyn Edney, School Leader
Comments	<p>Dr. Edney thanked Dr. Scott-Jones for service and contributions to the school. We will miss your enthusiasm and support of our school. We promise to invite you to all of our functions and I know we will still interact with you through DSU.</p> <p>See School Leader Report.</p>
Teacher Report	
	Dara Savage
Comments	<p>Dr. Horton advised that a formal written report was submitted.</p> <p>Mrs. Savage stated that the teachers have had a busy summer preparing for the school year. Dr. Edney mentioned the EdTech platforms that teachers are using to mainly increase engagement. All teachers are doing their best to make the best of this situation and so far so good.</p>
Student Report	
	Mahogany George
Comments	<p>Dr. Horton advised that a formal written report was submitted.</p> <p>Ms. George stated that the students just started the school year and have to attend classes as normal, but on Zoom. Teachers place the students in breakout rooms to still</p>

	have group projects. This helps to make it seem somewhat like a “real” classroom. The seniors have been highlighting what we are going to do this year (caps/gowns, purchasing school merchandise, etc.).
<b>Parent Report</b>	
	Saphria Gibbons
Comments	Nothing to share at this time.
<b>Discussion/Action Items</b>	
Comments	<p><b>Motion to enter Executive Session - McDowell</b>  <b>2<sup>nd</sup> – Pinkett</b>  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Savage, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  <b>Motion carries.</b></p> <p>Board entered Executive Session at 6:04pm-6:39pm</p> <p><b>Move to approve Dr. Edney’s performance goals – Hobbs</b>  <b>2<sup>nd</sup> – McDowell</b>  <b>YES- Hobbs, Silent, McDowell, Gillis-Hammond, Scott-Jones, Wilson, Horton, Chapman, Demby, Pinkett</b>  <b>NO- None</b>  <b>Absentia – Savage</b>  <b>Motion carries.</b></p>
<b>New Business – None</b>	
<b>Information Items – None</b>	
<p><b>Announcements –</b> Dr. Edney will be sending a copy of the calendar of events for ECHS. Dr. Edney opened a new business – Edney Educational Consulting. She is providing professional development to teachers and schools. She completed a professional development day with St. Elizabeth’s High School. Dr. Horton announced that Nyia McCants is now Dr. Nyia McCants. Congratulations.</p>	
<p><b>Motion to adjourn – McDowell</b>  <b>2<sup>nd</sup> – Wilson</b>  <b>YES –</b>  <b>NO – None</b>  <b>Motion carries.</b></p>	
<b>Meeting adjourned at 6:32pm.</b>	
<b>Next Board meeting will be on October 22, 2020.</b>	
Minutes submitted by – Nyia McCants	