



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

Regular Monthly Board Meeting		
10.24.2019	5:36pm	ECHS
Facilitator	Marsha Horton, Board President	
Note taker	Nya McCants, ECHS Recording Secretary	
Board Members Present	Sara Gildon, Jacob Roddy, Juanita Wilson, Sandra Spangler, Gwendolyn Scott-Jones, Ronald Pinkett, Charlie McDowell, Lois Hobbs, Robin Demby, Ayeda Silent, Dayna Cobb, Marsha Horton, Evelyn Edney, Nya McCants	
Board Members Absent	Crystal Gillis-Hammond, Briona Denby	
Other Attendees	Lueann DeCastro, Karen Dickens	
Approval of Agenda	<p>Motion to approve the agenda – Hobbs 2ND – Pinkett YES-Gildon, Wilson, Spangler, Scott-Jones, Pinkett, McDowell, Hobbs, Demby, Silent, Cobb, Horton NO-None Motion unanimously approved.</p>	
Approval of Meeting Minutes	<p>Motion to approve August 8, 2019 meeting minutes – Hobbs 2ND – Wilson YES-Gildon, Wilson, Spangler, Scott-Jones, Pinkett, McDowell, Hobbs, Demby, Silent, Cobb, Horton NO-None Motion unanimously approved.</p>	
Public Comment		
3 minutes per		
Comments	No public comments.	
Executive Committee		
	Marsha Horton, Chairperson	
Comments	No report	
Personnel Committee		
	Juanita Wilson, Chairperson	
Comments	<p>For Information Only Wilson presented report. Personnel committee did not meet. Next agenda item will be the school leader bonus. Shared info regarding school leader goals. DPAS has been revised and aligned to PSEL, created a different rubric for the admin in the state. Goals 1 and 2 look different. There are 7 goals all together. First</p>	

	two are required by the state, refers to academic achievement of students. First 2 goals based on SAT accomplishments of our students. 2 nd half of 2 nd page requires that rubric is selected for each individual admin with rationale. Edney and Wilson thought it would be helpful for DOE representative to come speak to the Board about the changes. Will attempt to get representative for December board meeting. The goals have not changed, but the wording is a little different.
Finance/Facilities (F/F) Committee	
	Ayeda Silent , F/F Chairperson
Comments	<p>Silent presented report. F/F and CBOC meeting held today Discussed month end finance reporting 25% of the year is complete. Projected enrollment is 420 students. 22.64 units. Revenues-9/30/19 64.9% for all funds have been received. Local per pupil down for CR, Cape, Smyrna, Seaford. Expenditures 24.7% has been expended. State/Local 22.5% Medical related 49% Insurance 100% Instructional supplies 69.9% Staff Agency and other acct codes awaiting final budget determination 7/26 payrolls expended State/local payrolls 23.9% salary 23.1% OECs Webreport 21.4% of budget have been obligated FY2020 – one time funds \$88471 excluding accounts payable. Line-of-credit – no additional support at this time. Will review how this goes during the school year. Hopefully by Feb/March, will review to determine if additional funds can be paid. \$84843 - 2% contingency Notes: Set aside monies: Summer pay \$375933 and Strategic \$110684. Not included in FY20 budget. Unallocated restricted funds: Collected for special purposes. Federal, Cafeteria, Miscellaneous receipts, Donations, Student activities, Reserve tech account.</p> <p>Pinkett: Medical. ½ has been spent? Why is medical so high? Edney: Had to purchase refill on expired medications Pinkett: Summer and strategic planning. How are they funded? Silent: Explained purpose of set asides</p> <p>Horton: Make a note of when Edney and team came on board, we did not have the reserves set aside. In regards to the line-of-credit pay down, the board will need to make this decision later in the year.</p>
Nominating Committee	
	Lois Hobbs, Chairperson
Comments	<p>Hobbs presented the report. Welcome the parent and teacher representatives. Welcome back Jacob who is the student representative. McCants sent a resume of potential board member. Nominating committee approve of the individual, Paige Chapman. McDowell clarified that this would be a recommendation to DSU President. Motion to submit recommendation of Paige Chapman as new Board Member to DSU President Mishoe - Pinkett 2nd – McDowell YES-Gildon, Wilson, Spangler, Scott-Jones, Pinkett, McDowell, Hobbs, Demby, Silent, Cobb, Horton NO-None Motion unanimously approved.</p>
Marketing Committee	
	Vacant, Chairperson
Comments	No report.
Academic Affairs Committee	
	Sandy Spangler, Chairperson
Comments	<p>Spangler presented report. For Information Only Welcome newest member, Sara Gildon, Economics teacher at ECHS and History professor at DSU. Tawanna Prophet-Brinkley will continue to serve on the committee. Discussed college readiness. Edney reported progress that at the end of the 1st marking period interim, there were 181 students who were deemed College Ready and, 186 at the end of 1st marking period. 25% are at approaching readiness. 25% are below. Working with counselor and administration to schedule college readiness meetings. Seniors have been priority. PLC/SIT on Wednesdays. Afterschool extra help funded by the Longwood Grant, ran by Mr. Brackett, ECHS Math teacher. Mathematical practice focus is focus for this school year. Funding for focus is through the DOE Reimagining Professional Learning grant. Math teachers are working directly with</p>

	<p>Delaware Math Coalition for professional development. Some of the practices expand across all content areas. Using Study Island to measure student progress. Discussed transportation and the cost. DART bus system as a possibility. \$50 per student to get a bus pass to/from school and to other places. Purchased 10 this school year. Will check with parents to find out interest. Trying to save costs wherever we can. Discussed DSU Chairs Council, McCants attends every Friday. Study Hall Room concerns: inconsistency in supervision from last year. This year trying to have a more consistent staff member. Discussed use of parent support.</p> <p>Horton- DART bus passes came up in the Finance committee as well. Edney will develop a scenario to review financial feasibility for the board to consider.</p>
Audit Committee	
	Charles McDowell , Chairperson
Comments	<p>McDowell presented.</p> <p>The audit has been completed by Maillie. The audit committee will meet with the auditors for an exit interview. The opinion is a clean opinion. No significant disagreements with the schools' management of funds.</p> <p>Last year the accounting principles were changed which affected all charter schools. Operating surplus. Pay down LOC by 100K.</p> <p>Long-term concerns: Line-of-credit-650K balance, Transportation costs exceed the revenue received by the state, DOE has certain financial ratios that are tested every year. There are 6 different ratios. On 4 we meet, on 2, we fall far below. Relates to the large liabilities we have on the balance sheet. The committee will meet with auditors next week.</p> <p>Horton – Successful having DSU forgive one of the loans. Transportation has a major impact on the finances. Creative ideas are welcomed. Need to think of ways to manage this better. We have multiple bus contracts. Opportunity with DART does not come with additional funds. May be a cost savings if we can manage smart.</p> <p>McDowell- The financial statements are still showing a liability of 181K, is this the same DSU liability? Yes (Edney)</p>
School Leader	
	Evelyn Edney, School Leader
Comments	<p>Enrollment – 420</p> <p>Recruitment – has started, attending HS fairs, been doing more individual schools. 3 ECHS Open House. First one next Wed at 530p.</p> <p>Professional Development – Focusing on math practices and culturally responsive teaching, partnering with Delaware Math Coalition. Statewide PD on 10/11/19. Sent the entire staff to different trainings throughout the state.</p> <p>Charter School Conference was held on 10/11/19 – Edney and Mrs. Savage presented. Over 400 teachers attended this conference. All statewide meetings are attended for core courses.</p> <p>1st marking period report cards distributed yesterday</p> <p>Student Activities: College Application Month (staff wearing college shirts, door decorating contests) Not just seniors. 9th Grade students participating in Choice Bus program.</p> <p>Fall sports are in full swing.</p> <p>DOE and DSU Financial Aid Office and Admissions have been working with our seniors to complete college applications and FAFSA.</p> <p>Good start working with parents</p> <p>Welcome back/welcome home nights with parents were a success.</p> <p>Personnel: We have had three staff members who have chosen to go to schools closer to their home. We have had some openings. Working on getting all in and acclimated to school.</p> <p>Facilities: Grossley Hall project ending soon. Classrooms are just about done, working on bathroom.</p> <p>Upcoming events: Will notify board of holiday concerts.</p> <p>Music Teachers: Music teacher was not here for a period of time. Conversation has been held. Band teacher has resumed duties. Chorus instructor was doing chorus and study group room. She will now only be part time and do chorus.</p> <p>McDowell-would like to see college readiness grade by grade</p> <p>Edney created online newsletter for parents. This is going out weekly.</p>
Parent Association Report	
	Dayna Cobb, Chairperson
Comments	<p>Cobb presented report.</p> <p>Welcome Home nights. Push for parents to sign up for PTSA. Also had parents complete volunteer applications. 46 paid members. Majority of all faculty/staff are PTSA members. September meeting, 33 parents showed up. October meeting only 5 people showed.</p> <p>Dickens talked about National teen safety week, parents were very impressed with upcoming activities. Received emails about two issues. Edney has addressed. Next meeting is Nov 18th.</p>

Teacher Report	
	Sara Gildon, Chairperson
Comments	<p>Homecoming events were successful and organized in way for all teachers to participate and support kids. Math teachers – Self-Determined Learning Model Initiative (SDLMI) training. Have introduced in their classes. Hornets in Action, National Honor Society, and Business Professionals of America – worked at NASCAR races. Invited back to May races as ticket takers and for August race. Edney announced that check was rcvd \$1800 Hoops for Hurricane fundraiser completed – Money raised was sent to St Georges HS in Bahamas.</p> <p>Faculty concern: Staff turnover. Substitute coverage does not mean meaningful learning. Behavioral changes with students, admin and teachers working to reel this in. #1 student discipline issue is being out of area. The issues have had an effect on teacher morale. Concerned about future rollover effects. Teachers feeling drained. Wednesday after-school staff meetings are long.</p> <p>On campus, students and supervision responsibilities across multiple buildings, making sure we have enough people to cover all duties. Causes of turnover: closer to home that pay equal or pay more. Classroom sizes, realize that there are a limited number of high school classes, reorganized some student schedules to try to offset.</p> <p>Tawanna Prophet-Brinkley wanted to share information regarding an email from Secretary of Education regarding the pay raise of \$1000. This was discussed with all staff in a meeting in August, charter schools have the flexibility for funds to go into general fund. At the end of the year, will review to determine if staff can receive any additional pay incentives.</p> <p>Collins and Prophet-Brinkley did an amazing job scheduling PSAT10. Staff members and teachers covering and being flexible. Shinita Freeman, Karen Dickens being flexible.</p> <p>Picture retake day – kudos Dickens.</p> <p>New staff members: marvelous job adjusting to ECHS, incredible for ECHS.</p> <p>School nurse-we have one on each campus, organized, professional, great all around.</p> <p>Marking Period 2 began, we are on College application week. Door decorating contests through 10/31.</p> <p>Student Aerial Smith organized an event with Dickens, National Teen Driver Safety week, to raise awareness about leading cause of death among teens. Monday-lifesaver cards on cars. Each grade level has been signing banners to make good choices. Wed-Grimm Reaper Day to simulate that a student's life was loss due to a traffic accident. Thurs-Poster contest. Fri-Blue/Yellow Day for choice matters.</p> <p>Horton- Recognized two guests. DeCastro- teacher and former board member. Dickens-ECHS teacher</p> <p>Hobbs – Are the new staff members in place? Edney – They have all been hired and have staggered start dates.</p> <p>Horton – What is the payscale based on? Edney – Comparable to Capital school district. Depends on the school year on if we have a step increase.</p>
Student Report	
	Jacob Roddy, Chairperson
Comments	<p>Roddy presented report.</p> <p>Hoops for Hurricanes – have been doing every year. Students can have fun and compete while raising funds to donate to a cause.</p> <p>1st MP ending – the year is going by fast. DOE representative came into senior advisory class, this kicked in the idea that seniors need to step up.</p> <p>DOE representative gave info about upcoming college fairs.</p> <p>Hobbs – very nice to have student, parent, and teacher on the board.</p>
Budget Items	
Comments	No budget items for action.
Discussion/Action Items	
Comments	Board Member Representative – discussed during the Nominating Committee reports.
Executive Session	
Comments	No Executive session

Old Business – N/A

New Business –

ECHS Framework Reports

Edney emailed the reports to the board. The areas that we did not meet, Edney commented and submitted back to DOE. Academic program- SAT scores impacted this mission specific goal. College credits earning- higher rate than any other high school in the state.

State/Federal requirements: IDEA/ELL – met standard

Met in most categories. Last year, we had a corrective action for IDEA two years ago.

Governance – did not meet standard for last two years prior. This year we did meet the requirement.

Students and staff, protecting legal rights – met standard

Certification/hiring – met standard

Facilities/transportation/health/safety – approaching standard

Ding on recordkeeping regarding nutrition. State did not like the online format. Had to switch to a paper/pencil. There were menu concerns. There were a number of small occurrences that needed corrective action, all have been corrected before school ended last year.

Financial – will come now that the audit has been completed. Once received Edney will send out.

Effectiveness of Board

New members – training, board governance, financial systems, etc.

What types of things are we doing well and what do we need to improve?

Governing Best Practices for Highly Effective Charter Schools. The right committee with the right people being active and participating. Some of our committees meet regularly and some only meet when needed. In past, Horton has assigned folks on committees based on how she views individual skill set.

Today, a committee sign-up sheet is being passed around.

Every person is required to serve on at least two committees, except the student rep who only has to serve on one.

A new committee is on the list is Development. It is the board's responsibility to raise funds for the school.

McDowell – mentioned that we need to coordinate with the DSU Office of Institutional Advancement.

Appeals/Reviews – None

Announcements

60 people are attending the Honoring our Legacy event tomorrow. There are an additional 15 people who have purchased tickets for the dance only portion of the evening.

Horton, thanked everyone for thoughts and prayers during medical absences.

Motion to adjourn – Spangler

2nd – Wilson

YES-Gildon, Wilson, Spangler, Scott-Jones, Pinkett, McDowell, Hobbs, Demby, Silent, Cobb, Horton

NO-None

Motion unanimously approved.

Meeting adjourned at 6:47pm

Next Board meeting will be on December 12, 2019.

Minutes submitted by – Nyia McCants