

-Draft-

**Elm City College Preparatory
Board of Directors Meeting**

May 16, 2017, 6:00 pm

Achievement First Network Support
495 Blake Street, New Haven

I. Call to Order & Attendance

Richard Ferguson - Yes

William Heins - No

Laura Saverin - Yes

Genevive Walker - Yes

Carlos Torre - No

Patricia Pierce - Yes

Samuel Brill - Yes

Magaly Cajigas - Yes

Donovan Tracey - Yes

Patric Gregory - No

Stephanie Ma - Yes (phone)

Andrew Poole, ECCP Principal - Yes

Robert Hawke, ECCP Principal - Yes

Karin Gould, ECCP Director of School Operations - Yes

John Furniss, AF Network Support - Yes

Laurie Bussman, AF Network Support - Yes

Peter Cymrot, AF Network Support - Yes or No

Ken Paul, AF Network Support - Yes

Victor DeLaPaz, AF Network Support - Yes

Sarah Blanton, AF Network Support - Yes

II. Open Session For Public Comment

There was no public comment.

II. Approval of Minutes

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the meeting minutes from 3/22/2017

Motion by Genevive Walker

Seconded by Magaly Cajigas

All in favor

IV. Reports and Discussion

A. Principal Reports

1. Andrew Poole - Elm City Elementary School (grades K-6)

Mr. Poole gave an overview of SBAC testing and the preparation work that has gone into getting the kids ready for the best. They have been working around a superhero theme and have had each family make a poster that hangs in the room where they take the tests. It is an exciting time of year with end of year activities: Millionaire's Reading Club Banquet - 6/3, End of Year Field Day, 6th grade Color Games at ECCP Middle School campus. End of year college trips are happening - K-4 going on day trips to local CT colleges, 5th and 6th graders are going to Philadelphia colleges. Kids and families are very excited.

Mr. Poole expressed how excited he is for next year, having a full year of Greenfield under his belt and 90% staff retention. Expeditions are loved by everyone in the school - teachers, leaders, kids, families.

2. Robert Hawke - Elm City Middle School (grades 7-8)

Similar to the elementary school, Elm City Middle (grades 7-8) is working hard to get scholars ready for the SBAC and feel that they have struck the right balance between ensuring scholars feel prepared but not too anxious or stressed. Mr. Hawke highlighted that scholars are progressing well, especially in comparison to other AF schools.

Ms. Gould, Director of School Operations, informed the Board that they are at 100% retention and 100% certification. The majority of staff members have been there 5+ years. The impact on the budget of strong teacher retention is that teachers are getting raises while budget has been kept flat. As a result, the principal's discretionary fund has been eliminated. There will be no after-school athletics, no after school/during school tutoring, no student snacks. They have also had to eliminate the part-time dance teacher. Facilities costs are increasing as well. Mr. Hawke explained that they had to cut down to the bare bones of what is being offered. Ms. Saverin, Mr. Ferguson, and Mr. Paul engaged in a discussion regarding the financial sustainability of ECCP MS and the AF schools in Connecticut in general.

B. Executive Session - Personnel

Motion to enter Executive Session at 7:00pm by Dick Ferguson. Seconded by Laura Saverin

Motion to exit Executive Session at 7:16pm by Dick Ferguson. Seconded by Laura Saverin

C. Charter Renewal (Peter Cymrot)

Peter Cymrot, Dacia Toll, and Shannon Garfield have met with CT State Department of Education (SDE) to come up with a Corrective Action Plan around suspensions and teacher certification. Mr. Ferguson inquired as to the working relationship with SDE and Mr. Cymrot explained that the working relationship has been great.

D. End of Year Trip (Magaly Cajigas)

Ms. Cajigas reported out that the students at ECCP MS are going to SUNY Purchase at the end of the year. Most parents have been able to pay the full amount, and everyone seems really excited. Parents have been helping each other cover cost. Commencement is at 5pm at 6/14 at the High School.

Ms. Cajigas inquired as to the earmarking of extra funds for the trip for next year.

E. Joint HS Committee Report (Dick Ferguson)

The high school is looking to slightly downsize freshman class to 185 from 200. Student enrollment is projected to be 625 scholars for the 2017-18 school year and is anticipated to be 650 after that. Some small renovations to the building will occur this summer to accommodate the increased enrollment.

F. Board Chair Report (Dick Ferguson)

RESOLVED, the Elm City College Preparatory Board of Directors hereby ratifies the reelection of the following Director with a three year term ending June 30, 2020.

Prish Pierce, Director

Motion by Laura Saverin

Seconded by Genevive Walker

All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby affirms the following leadership slate:

Dick Ferguson, Chair

Will Heins, Vice-Chair

Laura Saverin, Treasurer

Genevive Walker, Secretary

Motion by Prish Pierce

Seconded by Magaly Cajigas

All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby accepts the Family Handbook as drafted.

Motion by Laura Saverin

Seconded by Magaly Cajigas

All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the standing nursing orders as drafted by Dr. Richard S.K. Young, School Medical Director.

Motion by Magaly Cajigas

Seconded by Laura Saverin

All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the Dependent Care Assistance Program to go into effect at the beginning of the 2017-18 school year.

Motion by Magaly Cajigas

Seconded by Genevive Walker

All in favor

E. Treasurer Report (Laura Saverin)

Having already spoken about the impact of the FY18 budget on the schools, Ms. Saverin addressed the overall reduction in philanthropy (\$3.5M down from approximately \$3.9M in FY17) partly due to the high cost of the Greenfield build out this past year. The elementary school is growing by 15 students. Mr. Ferguson would like to find alternate ways of funding some activities at ECCP Middle School.

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the financial report as presented.

Motion by Magaly Cajigas
Seconded by Prish Pierce
All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the financial budgets as recommended by the Finance Committee and prepared by Achievement First for the 2017-18 fiscal year.

Motion by Prish Pierce
Seconded by Donovan Tracey
All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby ratifies the re-appointment of CohnReznik to perform the financial audit of the 2016-17 fiscal year.

Motion by Laura Saverin
Seconded by Prish Pierce
All in favor

RESOLVED, the Fiscal Policies Manual dated in May 2017 is approved. Be it further resolved, proposed revisions or changes will be brought to the full board on at least an annual basis, more frequently as required, for approval.

Motion by Prish Pierce
Seconded by Laura Saverin
All in favor

Adjourn

The meeting was adjourned at 8:20pm by Dick Ferguson.

Motion by Magaly Cajigas
Seconded by Prish Pierce
All in favor