

**Providence Englewood Charter School  
BOARD OF TRUSTEES MEETING  
Providence Englewood Charter School (PECS)**

**At  
BOARD OF TRUSTEES MEETING  
333 N. Wacker Dr.  
Chicago, IL 60636**

**Thursday, May 23, 2013  
4:30 p.m.**

**MINUTES**

**ATTENDANCE IN PERSON**

**Trustees**

**John Stoops  
Dick Burridge  
Marcia Doane  
Tim Dugan  
Art Duquette  
Leslie Holling  
Denise Nash  
John Stevenson**

**VIA TELECONFERENCE**

**Rev. Bernard Lilly  
Rev. Walter Matthews  
Kelley Kalinich**

**OTHERS PRESENT IN PERSON**

**Staff**

**Angela Johnson-Williams, Principal, PECS  
Shinwe Shelton, Director of Operations, PECS  
Tahanni Ragland, Staff Accountant, PECS  
Erin Ellinger, PECS Teacher  
Elijah Osorio, PECS Teacher  
Stephanie Roberts, PECS Teacher**

**TRUSTEES ABSENT**

**Paul Adams  
Debora de Hoyos  
Howard Isenberg  
Sylvia Jones  
Gail Ward**

## **I. ROLL CALL/DETERMINATION OF QUORUM**

The meeting was called to order at 4:45 p.m. by Mr. Stoops.

## **II. APPROVAL OF MINUTES**

On motion duly made, seconded and unanimously passed, the minutes of March 9, 2013 were approved.

## **III. FINANCE/OPERATIONS REPORT**

The April 30, 2013 Balance Sheet showed Cash of \$1,397k, Short Term Investments of \$1,242k, and Total Assets of \$3,161k against Total Liabilities of \$764k.

The Income Statement for the ten month period ending April 30, 2013 indicated Revenue of \$3,603k, Expenses of \$3,101k, resulting in a Change of Net Assets of \$502k. CPS has informed us that we will receive funds from the Gates Compact Initiative, but the amount to be received is unclear.

Due to a rate change at the Social Security Administration, we received a \$17,256 credit from ILSUI. The current rate is 2.35%, down from the old rate of 6.35%. This rate was based on dollars paid, the number of employees, and increased resignations vs. terminations. The 1<sup>st</sup> quarter SS reimbursement for the teachers who recently opted out of paying both SS and CTPF totaled a credit of \$8360, with \$4180 due to individual teachers.

At this time, we are unable to finalize a budget for next school year because: a) CPS has yet to provide per pupil funding rates, b) enrollment is difficult to project due to recent school closings, and c) the new compensation structure. We are aggressively seeking Kindergarten through second grade applications. With those applications still coming in, enrollment projections are uncertain.

Regarding compliance, dental exams have not been submitted in IMPACT. The deadline for submission was May 15<sup>th</sup>. In the past, one of our Administrative Assistants, Ms. Jamison, was responsible for this task and had clearance to use IMPACT. Ms. Jamison resigned earlier this year, so we are working on getting clearance through IMPACT for another individual to be able to enter the dental exams. Student Code of Conduct has not been approved therefore has not been submitted to ONS. All other compliance items are up to date.

Task: Mrs. Shelton will research the date that the code of conduct is due to ONS.

## **IV. EXECUTIVE SESSION**

## V. SCHOOL REPORT

Student enrollment as of 4/20/2013 is 443 students. There are 381 applications on file for returning students as of 5/23/13 and 201 new applications on file. There are 105 Kindergarten applications. We are accepting them all for enrollment. We are also accepting the 24 new applicants for 1<sup>st</sup> grade. Out of the 19 new applications for 2<sup>nd</sup> grade, we are accepting the first 10. These numbers in addition to returning students will put total admitted students at 515 students for the school as a whole. The first two weeks of August will determine how the actual enrollment will pan out. We will target 4 Kindergarten classes this school year.

We ranked in the 69<sup>th</sup> percentile for overall scoring in Terra Nova. Our eighth grade class achieved the 85<sup>th</sup> percentile in Terra Nova testing.

The staff will present proposals for a possible summer enrichment program. Mr. Riley will present a proposal for a summer basketball program, PLL has a proposal, and the kindergarten staff will also submit a proposal. The goal for next summer is to have a program that focuses on academics. Due to this year's late start, our summer program will focus on providing a safe place for kids and to provide them with two meals. Because over 50% of our students receive free or reduced price lunch, FSP willing to provide cold box breakfasts and lunches at no cost to the school. The summer program will run for four weeks starting on Monday, June 24<sup>th</sup>. Costs to consider will be for staff and materials.

We have 12 students participating in the University of Chicago SOAL program and 5 participating in ETA SOAL. We will fund about \$2000 additional for the children that missed the deadline.

Regarding our eighth graders, about 26% are enrolling in private schools, about 53% enrolled in public charters, 13% in selective enrollment, and 6% in suburban public schools. 6 eighth graders of the 26% are enrolled at PSM. Money is available for scholarship. Students will write essays to compete for those funds.

## VI. BOARD COMMITTEE REPORTS

### DEVELOPMENT

Presentation folders have been made. We are on the list to speak with Invest for Kids to solicit a donation. At present, Mrs. Nash has submitted an application to Invest for Kids for a \$100k grant.

There are 257 donors in the database. Of those donors, invitations were sent to 29 of the 35 donors with donations over \$500 to take a tour of the school. The remaining over \$500 donors were Board Members.

Mrs. Shelton and Mrs. Holling along with 2 Kenilworth volunteers attended a Tea Social sponsored by CITI Gold with Linda Descano as the speaker. Bruce Vassall from Citibank is coming out to take a tour of the school on 5/31. A letter of interest was also submitted to Crown Family Philanthropies.

At present, the Development Coordinator position is still vacant.

#### **FINANCE**

No report.

#### **ACADEMIC EXCELLENCE**

The plan is to have the new website up and running by the end of July. Also under consideration is a Facebook page that will be mostly for graduates who want to keep in touch.

Reading, Language Arts and Math curriculum is 7 years old. We would like to update our curriculum and materials.

#### **GOVERNANCE**

Art Duquette's term is up 9/30/13 and he does not wish to remain on the Board. He will remain on the PECS Foundation board and involved in the school, just not as a trustee of the school Board.

#### **VII. NEW COMPENSATION PLAN**

The Board entered closed session to discuss a revamped compensation plan for employees. After closed session, on motion duly made, seconded, and unanimously passed, the Board approved the new compensation plan.

#### **VIII. ADJOURNMENT**

**NEXT BOARD MEETING: August 24, 2013, PECS**