

Providence Englewood Charter School
BOARD OF DIRECTORS MEETING
at
444 W. Lake St.
Chicago, IL 60601

Thursday, December 13, 2018
4:00 p.m.

MINUTES

ATTENDANCE IN PERSON

Directors

Ellen Kollar
Peg Cain
Caroline Degenaaars
Rona Fourte
Leslie Holling
Howard Isenberg
Bernard Lilly
John Stevenson
John Stoops
Latasha Thomas
Arlen Wiley
Jason Zenner

DIRECTORS ABSENT

Dick Burridge
Walter Matthews

DIRECTORS PRESENT VIA TELECONFERENCE

Matthew Bergmann
Kelley Kalinich
James Reilly

OTHERS PRESENT IN PERSON

Staff

Angela Johnson-Williams, Principal, PECS
Shinwe Shelton, Deputy Director of Operations, PECS
Tahanni Ragland, Business Manager, PECS
Sonji Jones-Cooks, Executive Director of External Affairs, PECS

I. ROLL CALL/DETERMINATION OF QUORUM

The meeting was called to order at 4:03 p.m. by Mrs. Kollar.

II. Opening Comments and Consent Agenda

a. Approval of Minutes of September 13, 2018

The Board authorized Mrs. Kollar and Mrs. Ragland to make the appropriate changes to the minutes to reflect the Director elections at that meeting and, on motion duly made (Isenberg), seconded (Stevenson), and unanimously passed, the minutes of September 13, 2018 were approved.

b. Approval of Minutes of November 3, 2018

On motion duly made (Degenaars), seconded (Stoops), and unanimously passed, the minutes of November 3, 2018 were approved.

III. Academics

Mrs. Johnson-Williams presented to the Board a year-to-date academic report. This review included a discussion of the scoreboards that have been implemented this year to more robustly track student performance on an on-going basis. The scoreboards, coupled with the insights Mrs. Johnson-Williams has gained through her involvement with the Accelerator Institute, have enabled the implementation of timely action steps to drive school improvement. These action steps include, among other things, targeted teacher professional development and focused deployment of the school's reading and math consultants. Mrs. Johnson-Williams also reviewed with the Board the PECS attendance, disciplinary and parent participation data year-to-date. Finally, Mrs. Johnson-Williams noted that the Science Fair took place on that day and that all eighth graders have taken the Constitution test.

IV. Public Participation Period

The Board agreed to pause the Academic Report and open a Public Participation Period to hear from a father of a PECS student who joined the meeting to address the Board.

V. Academic Report – Following the Public Participation Period, the Academic Report continued.

Dr. Kalinich presented to the Board the Academic Excellence Committee Report. She noted the Committee's enthusiastic support for the work Mrs. Johnson-Williams is doing to gauge on-going student performance and to implement focused actions to drive improvement. The Committee is also focusing on developing a clear rubric so that our teachers have a consistent understanding of PECS's various academic and behavior metrics. In addition, the Committee is looking into ways to improve PECS's results on the 5 essentials survey and to

improve attendance. Regarding teacher recruitment, the Committee has identified three schools that could possibly partner with PECS to become a pipeline to teaching at PECS.

Dr. Kalinich also informed the Board that a working group comprising Dr. Kalinich, Mrs. Johnson-Williams, Mrs. Fourte, Mr. Stoops and Mrs. Cain will study teacher compensation at PECS. They will begin updates at Board meetings starting in February.

VI. Financial/Operations

Mrs. Shelton reviewed with the Board the YTD Financials and the Compliance Report. She noted variances in YTD performance from the prior year, noting the primary causes. On the Income Statement, Mrs. Shelton noted that the charter school funding decrease was due to a CPS adjustment to reflect fewer students. YTD, there is a total overall unrealized loss of \$55K.

Regarding compliance, there were a couple of items that were submitted timely which were rejected and resubmitted.

VII. Building, Operations and Security

Mrs. Shelton provided an update to the Board with regard to the facilities projects which were approved at the last Board meeting. In particular, she noted that she, Mr. Stevenson and Ms. Thomas have been working with CPS with the goal is to get PECS placed on the CPS capital improvement plan with respect to the roof leaks, window caulking, and mortar issues; discussions with CPS have been promising to date and Mrs. Shelton will continue to follow up with CPS until there is a clear conclusion. PECS is proceeding with the other facilities improvements approved by the Board, with the exception of the fuse panel which CPS has stated does not need repair. Mrs. Shelton will clarify with CPS the status of the fuse panel since we had earlier received a recommendation from IFF that it be replaced.

Mrs. Shelton then led the Board in a discussion regarding technology. Mrs. Kollar noted that Mr. Zenner has agreed to be the Board's point of contact to work with Mrs. Shelton regarding the technology improvement project. Mrs. Shelton informed that the Chrome Books included in the PECS 2018-2019 budget (160 units) have been ordered, with the goal to have them in hand and operational in January. She and Mr. Zenner then reviewed with the Board a proposal from a technology provider, Stratosphere, regarding technology upgrades (to PECS's server, firewall, etc.) as well as ongoing technology support.

Following discussion of the Stratosphere proposal, on motion duly made (Mr. Isenberg), seconded (Mrs. Cain), and unanimously passed, the Board approved

the Stratosphere proposal with respect to the technology upgrades and requested that Mrs. Shelton work with Mr. Zenner and Mr. Stoops to determine the appropriate level of ongoing technology support to be provided by Stratosphere and the appropriate costs to be included in PECS's operating budget going forward.

VIII. External Affairs Overview

Ms. Jones-Cooks provided the Board with an update regarding Development, PECS Promise and the PECS re-branding project. With respect to development, Ms. Jones-Cooks noted that the Annual Appeal letters went out in the mail that day; she also gave to each Director a packet with Annual Appeal materials and encouraged Directors to send them out as we continue our efforts to broaden our donor base. Ms. Jones-Cooks also noted that this year's annual fundraising event will take place on February 22 and that the focus for the funds raised will be technology as well as high school scholarships.

With regard to PECS Promise, Ms. Jones-Cooks noted that two PECS eight grade students have been selected as Daniel Murphy scholars and that the HFS scholarship submissions have begun. Regarding PECS Rebranding, Ms. Jones-Cooks shared visuals of the new branding and noted that there will be a reveal to the PECS community during the MLK day celebration.

Ms. Jones-Cooks then took the Board through a review of PECS recruitment. She discussed the work she has done to identify the causes for the current school year's lower enrollment and the lessons learned and the recruitment actions being taken this year to increase enrollment for next year. These actions include: starting the application process earlier; streamlining the application; condensing the time that it takes to move families through the application process; increasing the number of times that PECS is "touching" the families through information sessions and tours; increasing communications to directors of preschools and daycares; offering onsite help at centers for registration; and better managing our waitlist. The annual fee PECS charges to students were raised in the context of recruitment and will be discussed further with the Board at a future meeting.

IX. Other Board Committee Reports

Governance – Mr. Bergmann updated the Board with respect to the Governance Committee. He noted that he and Mrs. Kollar met to discuss committee assignments and that conversations with individual board members will continue with the aim to propose formal committee assignments to the Board at its next meeting.

X. Other Business

Mrs. Johnson-Williams updated the Board regarding school personnel, including the promotion of Mrs. Ragland to Business Manager. The Board commended Mrs. Ragland for this well-deserved promotion.

XI. ADJOURNMENT

On motion duly made (Mr. Stoops), seconded (Mr. Isenberg) and unanimously passed, the meeting of the Board was adjourned.

NEXT MEETING: Saturday, February 9, 2019 @ 9:00 a.m. – PECS (6515 S. Ashland Ave.)