

Providence Englewood Charter School  
BOARD OF TRUSTEES MEETING

At  
6515 S. Ashland Ave.  
Chicago, IL 60636

Saturday, February 9, 2019  
9:00 a.m.

MINUTES

ATTENDANCE IN PERSON

Trustees

Ellen Kollar  
Matthew Bergmann  
Peg Cain  
Caroline Degenaaars  
Leslie Holling  
Bernard Lilly  
John Stevenson  
John Stoops  
Arlen Wiley  
Jason Zenner

TRUSTEES ABSENT

Dick Burridge  
Kelley Kalinich  
Latasha Thomas  
Walter Matthews

TELECONFERENCE

Rona Fourte  
Howard Isenberg  
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  
Janelle Miller, Academic Dean, PECS

I. ROLL CALL/DETERMINATION OF QUORUM

The meeting was called to order at 9:02 a.m. by Mrs. Kollar.

II. Public Participation Period (none requested in advance of the meeting)

III. Opening Comments and Consent Agenda

Approval of Minutes of December 13, 2018. On motion duly made (Mrs. Cain), seconded (Mr. Stevenson), and unanimously passed, the minutes of December 13, 2018 were approved by the Board.

IV. Academics

- a. Review Year-to-Date Academic Report. Mrs. Johnson-Williams reviewed in detail with the Board a Special Education Continuous Improvement Work Plan (CIWP) which PECS developed as required by the Illinois School Board of Education (ISBE) due to PEC's rating as "underperforming" in Special Education. As a result of this rating, PECS has received \$43,000 to fund performance of the CIWP.

On motion duly made (Mrs. Holling), seconded (Mr. Stoops), and unanimously passed, the Continuous Improvement Work Plan was approved by the Board.

- b. MOY Map Results. Mrs. Johnson-Williams reviewed in detail PECS middle-of-the-year (MOY) MAP test results. She also compared the results to PECS's goal that 60% of students will grow 1.25 years in both reading and math by the end of the year. In her review, Mrs. Johnson-Williams also noted that the PECS MOY 2018-19 MAP results were trending higher than 2016-17 and 2017-18, that 83% of PECS students were demonstrating growth and that overall school growth has increased. She also noted, though, that second grade, unfortunately, continues to show concerning results.

Mrs. Johnson-Williams discussed how her work with Accelerate Institute has been valuable in the development of robust, detailed goals and actions for each grade and classroom that will help to drive student learning, as well as attain MAP growth and improved SQRP results. She reviewed the action plans that have been developed with the Board. In addition, she noted that PECS also has the opportunity to take advantage of a group of volunteer retired teachers from Senior Corps who may come to PECS to assist with targeted instruction at no cost to us.

Mrs. Johnson-Williams also discussed the fact that there is definitely a correlation between school attendance and academic achievement and improvement. PECS has developed incentives aimed at improving attendance,

including out-of-uniform days for students with high attendance and behavior and monthly raffles for the parents.

c. Academic Excellence Committee Report

Mrs. Cain briefed the Board on the work done to date by the special committee tasked with reviewing teacher compensation. The goal of the review is to ensure that PECS's compensation is designed to attract and retain the best teachers. The committee reviewed a comparison to the compensation programs at other schools and found that generally, PECS's compensation program is in line with others', with each having pretty standard lanes (Bachelors and Masters) and merit-based compensation. But opportunities have been identified to review salary levels in years 5-7, the process for evaluating teachers, and the optimal way to incentivize collaboration. The special committee will continue its review and report to the Board in April.

Mrs. Cain also discussed other actions being taken to engage and excite PECS teachers, including work being done around a "Wish List" developed by some teachers and how it has been fulfilled and much appreciated by the staff.

V. Financial/Operations

Mrs. Shelton reviewed in detail the PECS financial statements with the Board. She noted that the Combined Balance Sheet as of January 31, 2019 showed combined Cash and Cash Equivalents decreases due to cash on hand and market depreciation in the foundation investments; A/R decreases due to the PCTC methodology which combines SPED and SGSA which resulted in overall Total Combined Assets of \$574K less than 2018. A/P increases were due to labor costs; Deferred Revenue decrease was due to the 20<sup>th</sup> day adjustment which puts enrollment at 467, which resulted in overall Combined Total Liabilities of \$574K less.

On the Income Statement for the seven month period ending January 31, 2019, Mrs. Shelton noted that the Charter School Funding decrease is due to decreased enrollment and the adjusted pension deduction. Personnel costs have increased in comparison to last year due to increased salaries and benefits. Overall, there is a deficit of \$296K.

Mrs. Shelton then reviewed the annual budget against YTD actuals, noting an unfavorable variance in Investment Income due to the Foundation; favorable variance in Grants and Contributions due to 8<sup>th</sup> grade fundraising and Foundation contributions; favorable variance in Personnel Costs is due to vacant positions, salaries and benefits. In Occupancy and Administrative Costs, the unfavorable variances will net in the 4<sup>th</sup> Quarter.

## VI. Building Operations and Security

- a. Lease. Mrs. Shelton noted that PECS's lease with CPS has been updated to include language that CPS Facilities will complete a needs assessment, particularly with respect to the roof and tuck-pointing issues that the Board has previously discussed. Hopefully, the result of this review will put PECS on the CPS Capital Improvement Plan. With this change, Mrs. Shelton and Mrs. Kollar noted that the lease is ready for PECS to sign.

On motion duly made (Mr. Stoops), seconded (Mrs. Degenaaars), and unanimously passed the updated lease was approved by the Board.

- b. Mrs. Shelton also noted that the installation of the gym light cages is under way and gave an update regarding the technology upgrades that are in process.

## VII. External Affairs Overview

- a. PECS Promise. Mrs. Jones-Cooks reviewed with the Board the status of the PECS Promise Program. She noted that PECS has launched a "News You Can Use" newsletter for alums, with the first one distributed on January 18, 2019, and she discussed other contact the PECS Promise Program has with PECS alums.
- b. Development. Mrs. Jones-Cooks reviewed with the Board the status of PECS Development. She discussed in particular the annual fundraising event which is scheduled for February 22. The fiscal 2019 development goal is \$200K, with YTD totals just over \$100K. The goal of the annual fundraising event is to raise money for PECS's technology improvements, particularly to fund purchasing additional computers with the goal of having one computer available for each student.
- c. Recruitment. Mrs. Jones-Cooks reviewed the status of recruitment for the 2019-2020 school year. She reviewed detailed current enrollment numbers, noting new applications and where they are in the process, and actions being taken to increase new applications.
- d. Rebranding. Mrs. Jones-Cooks then discussed with the Board the status of the PECS rebranding. She discussed the successful launch of the new brand during the PECS Martin Luther King Day celebration and shared samples of new materials with the Board. She also noted that the new branding would be available for parents to touch and feel during parent teacher conferences on February 15<sup>th</sup>.

## VIII. Other Board Committee Reports

- a. Governance. Mr. Bergmann discussed the updated Board Roster that was provided to the Board members in advance of the meeting and discussed the Board's current make-up and status of Board member terms. He also asked each Board member to reach out to him or Mrs. Kollar with interests in committee appointments.

IX. ADJOURNMENT

On motion duly made (Mrs. Holling), seconded (Mr. Bergmann) and unanimously passed, the meeting of the Board was adjourned at 11:05 a.m.

NEXT MEETING: Thursday, April 11, 2019 @ 4:00 p.m. – Water Street (444 West Lake Street)