

Providence Englewood Charter School  
BOARD OF TRUSTEES MEETING

At  
6515 S. Ashland Ave.  
Chicago, IL 60636

Friday, June 14, 2019  
12:00 p.m.

MINUTES

ATTENDANCE IN PERSON

Trustees

Ellen Kollar  
Matthew Bergmann  
Peg Cain  
Caroline Degenaaars  
Rona Fourte  
Leslie Holling  
Howard Isenberg  
Kelley Kalinich

TRUSTEES ABSENT

Dick Burrige  
Bernard Lilly  
James Reilly  
John Stevenson  
Walter Matthews  
Jason Zenner

TELECONFERENCE

John Stoops  
Latasha Thomas  
Arlen Wiley

OTHERS PRESENT IN PERSON

Staff

Angela Johnson-Williams, Principal, PECS  
Shinwe Shelton, Deputy Director of Operations, PECS  
Tahanni Ragland, Business Manager, PECS  
Sonji Jones-Manson, Executive Director of External Affairs, PECS  
Janelle Miller, Academic Dean, PECS

I. ROLL CALL/DETERMINATION OF QUORUM

The meeting was called to order at 12:13 p.m. by Mrs. Kollar. (Quorum not present)

II. Public Participation Period (none requested)

III. Opening Comments and Consent Agenda

- a. Mrs. Kollar started the meeting by congratulating PECS Leadership on the eighth grade graduation which the Board attended immediately prior to the meeting. It was an inspiring celebration.
- b. Since the Board did not have a quorum in attendance, approval of Minutes of April 11, 2019, was tabled until the next meeting of the Board.

IV. Strategic Plan

Mrs. Johnson-Williams and Mrs. Kollar reviewed with the Board the draft of the new PECS 5-Year Strategic Plan, which had been provided to the Board in advance of the meeting in the Board Packet. They noted that the Strategic Plan was developed by a working group comprising: Board members (Mrs. Kollar, Mr. Isenberg, Mr. Stoops and Mr. Wiley), PECS leadership (Mrs. Johnson-Williams, Mrs. Shelton and Mrs. Jones-Manson), a PECS teacher (Mrs. Hinz) and a PECS parent (Mr. Reynolds). The Plan, which was developed with regard to the prior Strategic Plan, includes goals relating to Academic Excellence; establishing a Pre-K program; Recruitment; PECS Promise; School Culture, Community and Safety; and Operational Excellence.

The Board discussed the Plan and, following discussion, the Board members present APPROVED the adoption of the PECS Strategic Plan for the School Years 2019-2020 through 2023-24. It was noted that a formal Board approval will be recorded at the September meeting when a quorum is present.

The Board also directed PECS leadership to develop an action tracker to measure progress against the goals set forth in the Strategic Plan and to provide regular updates to the Board regarding progress.

V. Academics

Mrs. Johnson-Williams took the Board through the academic report. She noted that new information in her standard report is highlighted in yellow.

Mrs. Johnson-Williams and Dean Miller reviewed with the Board in detail the end of Year NWEA MAP results. They noted in particular the significant gains in students who reached at least 1.25 years growth compared to prior year. Using the CPS Growth Calculator, we are likely to attain a level 2+, an improvement from our SQR Score of 2 last year. If our attendance reached 94% or better we could potentially attain a Level 1

rating. Growth is evident and the areas that need improvement are clear. The Board expressed its pleasure with the improved results. Discussion ensued about the steps taken to drive the improvement and how to ensure that it continues. It was noted that Mrs. Johnson-Williams's participation in the Accelerator program played a significant role in our efforts this year, as it helped her drive focus throughout the school and to examine data in deep detail. This resulted, among other things, in increased attention to small group instruction and differentiation which played a role in the success. PECS's investment in technology improvements, including adding hundreds of new computers which allowed students to test in their classrooms on familiar equipment for the first time, is believed to have made a positive difference.

Mrs. Johnson-Williams continued with her school report. The 5 Essentials Survey came through and we are rated "Partially Organized", which is disappointing and is the same rating that we received last school year. This rating is worth 2 points on the SQRP, which is weighted at 10%. This, along with attendance can make or break our Level 1 attainment.

Mrs. Johnson-Williams then reviewed with the Board three complaints levied against PECS regarding SPED and the steps PECS is taking to address each. She noted that PECS currently has 63 students in SPED (14% of the population), 35 IEP's (8%), 9 SLP's (2%), and 5 ELL (1%).

The Board discussed enrollment for the upcoming school year, noting our goal of 500 students. As of June 7<sup>th</sup> enrollment is 449. This prompted a discussion, led by Mrs. Jones-Manson, of the causes for overall (PECS and across CPS) student enrollment declines and steps that PECS is taking to increase its student population.

Academic Excellence Committee Report. Dr. Kalinich discussed with the Board the activities of the Academic Excellence Committee. She noted, in particular, that the Committee will be meeting soon to review in depth the 5 Essentials survey feed-back and make recommendations. The Committee will also discuss the draft budget for the upcoming school year and any necessary personnel changes.

#### VI. Financial and Operations

Mrs. Shelton reviewed in detail the PECS financial statements with the Board. She noted that the Combined Balance Sheet as of May 31, 2019 showed combined Cash and Cash Equivalents decreases due market depreciation in the foundation investments and operating activities; A/R decreases are due to combined PCTC methodology of SPED and SGSA. Accrued Payroll increases are due to labor costs and pension true-ups. Deferred Revenue increases are due to CPS's payment schedule. Overall Combined Total Liabilities and Net Assets are \$612,000 less than 2018.

On the Income Statement for the eleven month period ending May 31, 2019, Charter School Funding decrease is due to decreased enrollment. Grants & Contributions increase is due to in-kind rent and donations. Student Fees decrease is due to student fee collections and events. The decrease in Other is due to the FSP rebate. Personnel Costs increase are due to increased salaries and benefits. The increase in Depreciation is due to the acquisition of equipment (new camera equipment and Chrome Books). Overall, there is a \$517K net deficit. Funding was based on 467 students while the previous year was based on 497 students.

Mrs. Shelton noted that PECS has 99% on-time compliance regarding CPS reporting requirements.

#### Operations and Facilities Report

Mrs. Shelton then gave the Board an update regarding operations and facilities, noting that the gym lights and cages have been installed, the technology infrastructure update with Stratosphere is complete, and the new camera system is up and running.

#### VII. External Affairs

Mrs. Jones-Manson reviewed with the Board the three areas of External Affairs:

- a. Development – She noted that this year’s fundraising goal was \$200,000 and that to date we have received \$242,000. The focus for the year was on our 1-to-1 technology initiative, for which we received \$131,000. She also noted that there were six new donors at the recent donor lunch and that other opportunities being pursued include a possible internship opportunity for PECS alumni at United Airlines Cargo. She reported that a grant request was submitted to Invest 4 Kids grant in March – we should hear from them in August. Individual remains giving the bulk of PECS’s donations, which lends to the importance of cultivating our professional networks.
- b. PECS Promise – Mrs. Jones-Manson noted the following highlights: 89% of PECS 8<sup>th</sup> grade students have been accepted into PECS preferred schools; five students will not be attending PECS Preferred schools, but the schools that they will attend are good matches for their needs. The new Englewood STEM High School will receive quite a few PECS graduates.
- c. Recruitment–Mrs. Jones-Manson has been attending local community meetings which allow PECS to be seen in the community and answer questions. Bi-monthly recruitment calls have been happening to help individuals through the application process. We are aiming to launch a Parent Ambassador group to gain more access to the community. Mrs. Jones-Manson has also been working on increasing community presence and a media advertising campaign. She informed that a U of Chicago intern will be starting next week to help with recruiting efforts and that one of our donors has generously committed to funding her compensation.

VIII. Governance Committee

Mr. Bergmann gave a report from the Governance Committee. He noted that Dick Burrige has decided to step down from the Board. The Board expressed its deep gratitude to Mr. Burrige for his long, dedicated and generous involvement with PECS and agreed with Mr. Bergmann's suggestion that a formal Board Resolution be adopted at the next Board meeting to acknowledge and thank Mr. Burrige for his years of service and to appoint him to Board Emeritus status. Mr. Bergmann noted that Board term renewals will come up at the September meeting – there are no Board members who will hit their 3-term limit at that meeting – and that Tim Dugan has agreed to rejoin the Board in September. There may need to be discussion had about increasing the size of the board – Mr. Bergmann will advise the Board if this becomes necessary.

VIII. Presentation of gifts of appreciation to Board members.

Mrs. Johnson-Williams presented a gift to each Board member as an appreciation for another productive school year.

XI. Adjournment

On motion duly made (Ms Cain), seconded (Ms. Thomas), and unanimously passed, the meeting is adjourned at 1:59 p.m.

NEXT MEETING: Thursday, September 12, 2019, 4:00 pm(Water Street – 444 W. Lake Street, Chicago, 60606)