

Providence Englewood Charter School  
BOARD OF DIRECTORS MEETING

At  
444 W Lake St – Suite 1800  
Chicago, IL 60606

Thursday, September 12, 2019  
4:00p.m.

MINUTES

DIRECTORS PRESENT IN PERSON

Ellen Kollar  
Matt Bergmann  
Peg Cain  
Caroline Degenars  
Leslie Holling  
Howard Isenberg  
John Stevenson  
John Stoops  
Latasha Thomas  
Arlen Wiley

DIRECTORS PRESENT VIA TELECONFERENCE

Rona Fourte  
Kelley Kalinich  
Jason Zenner

DIRECTORS ABSENT

Bernard Lilly  
Walter Matthews  
James Reilly

OTHERS PRESENT IN PERSON

Angela Johnson-Williams, Principal, PECS  
Shinwe Shelton, Director of Operations, PECS  
Tahanni Ragland, Staff Accountant, PECS  
Jessica Lewis, PECS Promise, PECS  
Dr. Antoine Jones, Counselor/Recruiter, PECS

I. ROLL CALL/DETERMINATION OF QUORUM

The meeting was called to order at 4:05p.m. by Mrs. Kollar.

## II. GOVERNANCE

- a. Election of Tim Dugan to the Board – On motion duly made (Mr. Bergmann), seconded (Mr. Isenberg), and unanimously passed, Tim Dugan was elected to the Board as a Class II Director, to serve a three-year term beginning Sept 2019 and expiring Sept 2022.
- b. Re-election of expiring Class II Directors – On motion duly made (Mr. Bergmann), seconded (Mr. Isenberg), and unanimously passed, the following were re-elected as Class II Directors: Mr. Bergmann, Mrs. Degenars, Ms. Fourte, Mr. Lilly and Ms. Thomas, each to serve a three-year term beginning Sept 2019 and expiring Sept 2022
- c. Development Committee – Mr. Bergmann noted that Jason Zenner has been appointed to Chair the Development Committee. The Board expressed its thanks to Mrs. Holling, who has chaired the committee for several years.
- d. Recruitment Committee – With recruitment being of major concern, the Board agreed to formally establish a Recruitment Committee. The specific charge of the Recruitment Committee will be to maintain and increase enrollment. The Board expressed its desire to take an all hands on deck approach with Board assistance for the most effective way to increase enrollment, including engagement with the broad PECS community and parents. Directors were asked to send ideas to Mr. Bergmann as to who would like to participate and what initiatives to action.
- e. Resolution thanking Dick Burrige for his years of service – Mr. Bergmann noted that Dick Burrige has transitioned to Emeritus Board member status. The Board expressed its deep gratitude to Mr. Burrige for his dedication to PECS from its inception and for his deep generosity and support for PECS throughout the years.
- f. Amendment to By-Laws to expand Board size – Mr. Bergmann noted that PECS's current bylaws provide that the Board comprises between 12 and 17 directors and led a discussion about whether it was best to increase the maximum number. Following discussion, on motion duly made (Mr. Stoops), seconded (Mr. Wiley), and unanimously passed, the PECS By-Laws were amended to change the size of the Board to be between 12 and 21 directors.
- g. Mr. Bergmann requested that each Board member refer any possible director candidates to him. He also noted that a new Illinois law that will require the addition of a parent or guardian of a current PECS student to join the Board by early 2021.
- h. Mr. Bergmann also noted that Illinois law also will require annual training of Board members; the PECS Board will appropriate steps to ensure all directors comply with this law once it goes into effect.

## III. APPROVAL OF MINUTES

On motion duly made (Ms. Cain), seconded (Mrs. Holling), and unanimously passed, the minutes of April 18, 2019 and June 14, 2019 Board meetings were approved.

#### IV. FINANCIAL/OPERATIONS

##### a. Financial Review

Ms. Shelton took the Board through the PECS financials for the year ended June 30, 2019. During a thorough review, Ms. Shelton noted that Combined Liabilities and Net Assets were \$585K less than 2018; that the Combined Deficit was \$567K; and that school's previous cash cushion was depleted (the Foundation provided a cash infusion to the school during the summer in light of this). These unfavorable results stemmed primarily from a dramatic, and unexpected, decrease in enrollment in the 2018-2019 school year.

The Board discussed the financial results in depth. Mr. Stoops, the Chair of the Finance Committee, provided additional insights into the financials and noted that additional focus is being given to the school's cash position and that he and Ms. Shelton are developing detailed monthly cash-flow models to better predict and manage cash.

Ms. Shelton then reviewed with the Board the Budgeted Financials for the 2019-2020 School Year. She noted that, in light of continued lower enrollment projections (currently PECS has 459 students enrolled), PECS has had to make significant cuts to its spending, noting in particular that PECS has budgeted 49 employees for the 2019-2020 school year, compared to 69 employees last year.

After review and discussion of the 2019-2020 Budget, on motion duly made (Mrs. Holling), seconded (Ms. Thomas), and unanimously passed, the budget for FY20 was approved as presented.

Finally, Ms. Shelton reviewed year-to-date financial results vs. the budget.

##### b. Status of Building Operations and Technology Projects

Ms. Shelton reviewed with the Board the status of building and technology projects and budgeted capital expenditures.

#### V. ACADEMICS

##### a. Academic Report

Ms. Johnson-Williams took the Board through her detailed academic report. She reviewed personnel in detail, including vacancies. She also noted that, while PECS won't receive its results until October, our projection for SQRP indicate that PECS should be back to a Level 2+ school. She elaborated on the actions that were taken in the 2018-2019 school year to drive this improvement, highlighting in particular training that was done in the SLANT program. She also noted that 17 PECS eighth graders took the Algebra exit exam, and 10 passed it.

Ms. Johnson-Williams discussed with the Board the creation of a new Culture team to help support the discipline regimen at PECS. The team consists of Mrs. Hinz, Dr. Jones, Ms. Lawrence, Ms. Mosley, Ms. Redfield, and Ms. Rhue.

VI. EXTERNAL AFFAIRS

Ms. Johnson-Williams discussed with the Board the changes that have been made to the External Affairs department in light of the departure of Ms. Jones-Manson. She introduced to the Board Jessica Lewis, who will lead PECS Promise and maintain the development database, and Dr. Antoine Jones, who will lead PECS's recruitment as well as be PECS's eighth grade counselor. The two will work as a team this year to drive the full range of External Affairs responsibilities across recruitment, development, and PECS Promise.

Ms. Lewis and Dr. Jones each then addressed the Board, sharing their backgrounds, PECS experience and goals.

The Board warmly welcomed Dr. Jones and Ms. Lewis and discussion ensued regarding External Affairs and the Board's commitment to, and eagerness to support, the core elements of recruitment, development and PECS Promise.

VII. OTHER BUSINESS

Ms. Johnson-Williams thanked Mrs. Cain for all of her work to create a new Teacher/Faculty Lounge in room 103.

VIII. ADJOURNMENT

On motion duly made (Mr. Bergmann), seconded (Mr. Isenberg) and unanimously passed, the meeting of the Board was adjourned at 6:20 p.m.

NEXT MEETING: Saturday, October 19, 2019. 9 a.m. (PECS – 6515 S. Ashland Ave)