

Providence Englewood Charter School  
BOARD OF DIRECTORS MEETING

At  
Water Street  
Thursday, December 8, 2022  
4:00 p.m.

MINUTES

DIRECTORS IN PERSON and VIA ZOOM

Ellen Kollar, Board Chair  
Tim Dugan  
Peg Cain  
Rona Fourte  
Howard Isenberg  
Kelley Kalinich  
Tim Lemberger  
Yolanda Lester  
Joan Malliband  
James Reilly  
John Stevenson  
John Stoops  
Latasha Thomas  
Arlen Wiley  
Jason Zenner

DIRECTORS ABSENT

Cheryl Crockett  
Caroline Degenaaars  
Bernard Lilly  
Luis Velazquez

OTHERS PRESENT

Staff

Angela Johnson-Williams, Principal, PECS  
Shinwe Shelton, Deputy Director of Operations, PECS  
Tahanni Ragland, Business Manager, PECS  
Jacinta Wallace, PreK Director, PECS  
Dr. Antoine Jones, Recruiter, PECS  
Walter Matthews, Student Advocate, PECS  
Jessica Lewis, External Affairs Program Manager, PECS  
Cynthia Helle, PECS Foundation Chair

I. ROLL CALL/DETERMINATION OF QUORUM

The meeting was called to order at 4:02 p.m. by Mrs. Kollar.

II. Public Participation

No public participation currently.

III. Opening Comments and Approval of Prior Meeting Minutes

The Board reviewed the minutes from the previous meeting. On motion duly made (Zenner) and seconded (Dugan), the Board unanimously approved the minutes of October 29, 2022.

IV. ACADEMICS

Mrs. Johnson-Williams gave the highlights of the school report. Regarding personnel, she informed the Board of two new hires: a TA for K-2, PECS alum Tyler Jarmon, and a paraprofessional, PECS parent Tonette Hensley.

Mrs. Johnson-Williams reviewed with the Board the academic, cultural and business metrics that she tracks with regard to students and teachers. She noted that continued coaching of teachers will be the key to improving student achievement, together with continued effective use of small group instruction; PECS continues investing in TA's to best enable this small group learning.

Mrs. Johnson-Williams also reviewed PECS's SPED program, noting in particular that PECS has submitted the necessary requirements for ISBE compliance, but we have yet to receive feedback.

Ms. Wallace presented to the Board the Pre-K report, noting student achievement, enrollment, and the status of funding for the Pre-K program (We have received approval for the last step in submitting for childcare reimbursement.) She also noted that PECS has created a Twitter account @PECSPreK (<https://twitter.com/PECSPreK>).

V. Academic Excellence Committee

Ms. Cain highlighted some key facts to celebrate: namely, that half of PECS's staff have master's degrees and PECS raised our students' achievement scores during the pandemic.

VI. FINANCE/OPERATIONS

Mrs. Shelton reviewed with the Board the financials and the audit progress. With regard to the audit, Mrs. Shelton noted that, this is the eighth year that PECS has received

a clean audit, which the Board commended. Unfortunately, PECS is currently out of compliance due to the lack of timeliness from the auditors. Mrs. Shelton will follow up with CPS to receive a grace extension that will put us back in compliance. The Finance Committee will meet with ORBA to discuss what can be done to make the process smoother for next year; if we are not happy with their answers, we will search for a new auditing firm.

#### VII. DEVELOPMENT

Mrs. Malliband provided a Development update to the Board. She noted that the Development team will host a staff appreciation luncheon at PECS on Wednesday, December 14<sup>th</sup> at 1:30 p.m. All Board members are invited.

Mr. Lemberger shared the outcome of our first auction with Charity Buzz. We were not able to host a normal time-length auction, but were still able to raise \$500 for tickets that the Joffrey Ballet had generously donated. Mr. Lemberger and Mr. Zenner have been working to establish an Associate Board, with the plan to launch it within the next few months.

Mrs. Malliband then reported that, to date this fiscal year, PECS has received roughly \$49K in donations, and that we are in the process of sending out the annual appeal letters, both via email and regular mail. In addition, the PECS Annual Benefit will take place on February 24<sup>th</sup> at the Chicago Athletic Association from 6:30 – 9:30. Our theme will be a Sneaker Ball.

#### VIII. PECS PROMISE

Ms. Lewis gave the PECS Promise report, noting that High School Strategy Meetings were successful, with more parents reached this year regarding the high school application process. The response was a lot more open minded to private school and selective enrollment options. She also noted that on the CPS High School Entrance Exam, PECS had seven students in the 90<sup>th</sup> percentile for ELA and six in the 60<sup>th</sup> percentile for Math.

Ms. Lewis discussed the launching of the PECS AlumKNIGHT newsletter for current PECS parents to see how we keep up with our alumni and to showcase the things that PECS alumni are doing and accomplishing. We hope to use the newsletter to build PECS spirit and as a retention tool.

The mentor program is back this year after being dormant for a couple of years, albeit smaller than it was before COVID. To make it bigger, we plan to launch the program earlier next year, as we know the value that this program adds.

Mr. Reilly mentioned the article on cross-class relationships and their impact on underserved communities. Also, the importance of making students aware of summer programming opportunities.

IX. RECRUITMENT

Mr. Wiley updated the Board with regard to Recruitment. He noted the need for more focus on retention as well as recruitment. He then discussed specific recruitment efforts, and the team's feeling that we are ahead of the curve this year in preparation.

X. GOVERNANCE

Ms. Thomas reminded the Board to complete the continuing education and Board Training. First year members have four hours of training to complete. Everyone else must complete two hours. All training should be completed by the end of 2022. Mrs. Shelton will send a friendly reminder of who needs to complete training.

XI. Marketing and Communications

Ms. Lewis discussed with the Board the work that an external advisor, Mrs. Beechen, completed last year regarding our communications and our marketing presence. She suggested some things that we could do to improve our presence and branch out our communications, some of which have already been implemented. Ms. Lewis noted that she and the recruiting team will meet with Mrs. Beechen again in mid-January.

XII. ADJOURNMENT

On motion duly made (Thomas), seconded (Dugan) and unanimously passed, the meeting of the Board is adjourned at 5:57 p.m.

NEXT MEETING: Saturday, February 25, 2023, 9:00 a.m., PECS, 6515 S. Ashland Ave.