

ENTERPRISE CHARTER SCHOOL

Minutes: Regular Board of Trustees Meeting

January 14, 2013 5:00 PM

275 Oak Street, Buffalo, NY 14203

Trustees Present: Dr. David Cantaffa; Pamela King; Rachael Martin; Richard Morrisroe, Chairman; David Stieglitz; and Michelle Williams.

Trustee Excused: Lyle Wallace.

Liaisons Present: Kristine Graham and Kristy Witkowski.

Staff Present: Jill Norton, CEO; Heather Lyon, CAO; Andrew Starr, CIO; Stanley Simmons, Dean of Students; Nancy Krug, Operations Manager; Lisa Yonkosky, Office Manager and Justine LeFauve, Secretary.

Other Staff Present: Kevin von der Empten.

The meeting was called to order by Mr. Richard Morrisroe, Chairman, at 5:03PM with a quorum of 5 present at 5:03PM.

Public Notice was confirmed.

The minutes of the 12/10/12 meeting of the Board of Trustees were approved as amended, on a motion by Dr. Cantaffa, second by Ms. King, with all in favor and no abstentions.

It was noted that the Audit/Finance Committee needs an additional member and Mr. Morrisroe is looking for a Trustee to fill the slot.

Future Board Packets will be sent in hard copy to all Trustees and Ms. Norton will prepare a packet on High Bar with attachments.

Mr. Morrisroe announced the retirement of Mrs. LeFauve, Board Secretary for the past 10 years.

Director's Report: Jill Norton

Renewal Status Report:

Ms. Norton reported that the Buffalo has recommended a 3-year Renewal for ECS but denied the additional 20 students that had been requested. She will be meeting with Angela Cullen with some questions and to begin work on the Operating Agreement. Buffalo's recommendation has been sent to SED and they have 90 days to act, and the Board of Regents will consider either in February or March. The Site Visit report is attached to the recommendation. Dr. Lyon noted that academics are the tipping point. Dr. Cantaffa suggested that the Academic Committee consider the best way to clarify the ECS methods of Education/Teaching for the Buffalo Board of Education.

Monthly Update:

Ms. Norton reported that the initial application to establish a Mental Health Clinic at ECS has been approved and we are currently waiting for State approval. It is hoped that it would start off in March with 3 days of service each week.

Ms. Norton reported that the 21st Century Grant application has been submitted, noting

that it is a strong application and should benefit our Before and After School programs. She hopes to hear by April.

Financial Report: Mr. Morrisroe

In Mr. Wallace's absence, Mr. Morrisroe briefly reviewed the Financial reports for November 2012 adding that they had been received/filed by the Finance Committee.

On a motion by Mr. Stieglitz, second by Ms. Martin, with 6 in favor and Ms. King abstaining, the Board Resolution on grants over \$10,000 was approved.

Ms. Norton will amend the Scope of Work on the Race to the Top Application to receive balance of funds this year to make some adjustments for Professional Development needs.

On a motion by Mr. Stieglitz, second by Ms. King with all in favor and no abstentions, reimbursement was approved for Ms. Norton in the amount of \$680.00 to cover the costs of the trip to Albany with students for Electoral College Education. Expenses included car rental, gas, parking and lunch for the students.

Ms. Norton invited Trustee participation on the Day Trip to Albany to present case on Unfunded Mandates. Several trustees expressed interest in attending.

Academic Excellence: Heather Lyon

Dr. Lyon reported that all observations for the 1st half of the year will be completed by the end of January. She invited Trustees to join her on a tour of the building to see what Project Based Learning (PBL) looks like.

Mr. Starr distributed and reviewed the ECS Data Analysis Summary for 1/14/13 and the ECS Assessment Teacher Reflection. He noted that the Literacy Teachers would like to address the Academic Committee. There was discussion regarding rigor of materials, Common Core standards and whether programs are being implemented to full value. Dr. Lyon pointed out that it is working at some levels and not at others.

Dean of Students: Stanley Simmons

Mr. Simmons distributed and reviewed his December, 2012 Suspension report and compared it to stats from December, 2011. He noted that harassing has diminished. He went on to say that a number of things have been initiated to improve behaviors. In 2011 ECS held onto multiple offenders. Mr. Simmons also pointed out that our counselors are academic and not disciplinary. It is expected that the process will be much improved once Gateway Longview is available for Tier 3 services. Dr. Lyon noted that behaviors change from one classroom to the next and that it impacts a great deal on substitute teachers. Having subs shadow classroom teachers and seeking feed back from classroom teachers on subs were discussed.

Mr. Simmons stated that he has added Classroom Management to his orientations.

Committee Reports:

Academic Committee: David Cantaffa

Dr. Cantaffa reported that the committee is discussing information regarding the Honor Roll with Ms. Starr. He also reviewed the areas of concern that the Academic Committee is discussing, noting that Trustees need to get into classrooms and become familiar with the Danielson Methods.

Executive Committee: Richard Morrisroe

Mr. Morrisroe discussed the renewal and next steps. He reported that the Executive Committee will have a planning meeting and report back to the full Board. He noted that the CEO evaluation will be discussed and that the CAO evaluation will be done by the CEO and the Chairman of the Academic Committee.

Finance Committee: Richard Morrisroe

In Mr. Wallace's absence, Mr. Morrisroe reported that the 990 will be coming for Trustees review and submission. Ms. Kirisits will give a comparative snapshot of how we allocate resources compared to other charter Schools.

HR/Personnel: Ms. King

No report

Executive:

There were no legal issues brought forward.

Other Business:

There were no Emergency Conditional Appointments.

Enrollment Report: Nancy Krug

Ms. Krug distributed and reviewed the Month End: December 2012 Enrollment Report and reported that ECS is short 5 students.

There was no public comment.

On a motion by Ms. King, second by Ms. Martin, with all in favor and no abstentions, the meeting was adjourned at 7:07 PM.

I, Rachel Martin, Secretary of Enterprise Charter School Board of Trustees, was present at a meeting held 1/14/13. I verify that the foregoing minutes are accurate.



Rachel Martin, Board of Trustees