



Park City Prep Charter School
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Board of Directors Meeting Minutes
June 18, 2009

ATTENDANCE: Bruce Ravage, John Bryk, Kristin Telles, Nate Kantor, Tiffany Johnson, Vince Galasso, Warren Blunt, Michelle Hyland, Albertha Brown

EXCUSED: Cheri Amado

ABSENT: Ron Muhammad

- A. **MEETING CALLED TO ORDER-** Board Chair John Bryk called the meeting to order at 6:27. Bruce Ravage notes that Kristin Telles will fill in as secretary for Cheri Amado on this occasion. It should be further noted that Board member Valerie Koch resigned last month and Cheri Amado has officially resigned, effective June 2009.
- B. **PUBLIC SPEAKERS-**None. No visiting speakers were present at the meeting.
- C. **APPROVAL OF MINUTES-**Minutes of the May 21, 2009 meeting were reviewed and approved by the Board.

D. **FINANCIAL UPDATES**

Updated budget for 2009-2010

It is noted that copies of the financial sheets emailed to the Board were not the most up-to-date version. Copies of the financial statements in the folders at the Board meeting are correct to date.

Bruce Ravage provided a discussion of adjustments to the figures since the previous meeting to enhance the accuracy of the budget. Specifically \$10,000 previously earmarked for Board development is now being considered useable income. Nate Kantor stated that he would like the school's net income to not fall below \$150,000. Bruce Ravage will monitor the budget closely.

Michelle Hyland raised a question about a \$10,000 component of the budget earmarked for "in-kind" services. Bruce will ask Debbie Boland and email the Board. The same \$10,000 was set aside for in-kind services in the 2008-09 budget.

Possible Additional Seats

John Bryk noted that Park City Prep is one of the charter schools that has been approved for additional seats for the upcoming school year. These 18 seats have been approved by the Connecticut State Board of Education, but are not guaranteed unless, and until, approved by the State Legislature and the Governor. If those seats get final approval, and are filled by Park City Prep Charter School, there will be \$167,400 more revenue than that forecasted in the budget.

ARRA Title I funding

Bruce Ravage noted that there is economic stimulus package money (\$66,449) on the way to Park City Prep Charter School.

E. DIRECTOR'S UPDATE

New Hires- It is noted that three teachers are leaving Park City Prep Charter School this year. Two of these teachers' positions were eliminated. Four new staff members are needed for the 2009-2010 year. Three of these four positions have been already been filled—one math, one English, and one sixth-grade. Bruce Ravage and Michelle Hyland noted that hiring has been a team effort and that they are very excited about the new hires. They are still seeking one additional, new 6th grade teacher.

Curriculum Development Update

The Director noted that curriculum development is moving forward. Several teachers will work on developing the Math and Language Arts curriculum over the summer.

School Improvement Planning

The Director noted that all things in the original improvement plan are moving forward. Teachers are putting in extra hours for planning for next year. The Director and Nate Kantor would like to add, "building a culture of excellence" to the school letterhead.

{6:57-7:01 Pause for Dinner}

F. OLD BUSINESS

Possible New Site: Wordin Avenue Property

It was noted by Nate Kantor that the Wordin property has great potential. The Director noted that the property was structurally sound with a new roof. He added that there is sufficient space at the Wordin site that we could either develop it in phases or possibly bring in a partner such as the Music and Arts Center for Humanity (MACH) to contribute to the costs.

Director's job description and evaluation process

The Director noted that he would like some time to self-evaluate his performance. Nate Kantor stated that he has a set of evaluation criteria (procured by Tiffany Johnson) that he will review.

The Director also noted that he is looking into alternate evaluation inventories for the students that could be used to measure the students' growth (as an alternative to solely using the CMT results to measure progress). This inventory will also reflect on the Directors' performance.

G. NEW BUSINESS

Mortgage for a new building

The Board agreed that Mr. Ravage should proceed with inquiries with the bank about financing for the Wordin site. After these inquiries with the bank, the Board will discuss moving forward with a feasibility study, which will likely cost \$10,000

New/additional Board members

It is noted that the Board is in need of a new secretary, parent member, and additional general members. As absenteeism of parent members has been a problem in past years, it is agreed that the Director, Albertha Brown, and Michelle Hyland will approach a current student's parent about volunteering for the Board, rather than relying on parent responses

to a volunteer survey. This will hopefully result in a parent member who is willing and able to devote time to Board membership.

Michelle Hyland recommended that any new Board members be persons with great interest in Bridgeport. The Director mentioned approaching a Mr. Mitchell with financial pull about Board membership.

Paul D'Andrea's fundraising efforts were mentioned. Nate Kantor stated that Paul D'Andrea should not be on the Board if he is in any way affiliated with the school financially. Mr. Kantor indicated that we should solicit financial support from local corporations like GE.

Calendar of meetings for 2009-10

John Bryk would like the Board to meet in August 2009 before the onset of the 2009-2010 school year. Tiffany Johnson, Bruce Ravage, and Kristin Telles will propose dates to the Board via email so that the August meeting will not conflict with staff training events.

Board visits to the school

It is noted that next year the Board would like to have a day to formally visit the school and its students. Kristin Telles, teacher, also recommended that the Board drop in to the school informally.

Student acceptances

Mr. Ravage noted the acceptance of a Park City Prep eighth grader to Rye Country Day School on a full scholarship.

H. ADJOURNMENT

It was moved and properly seconded to adjourn the meeting. Motion carried. Meeting was adjourned at 8:07 pm.

Respectfully submitted,

Kristin Telles