



Park City Prep Charter School

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www.parkcityprep.org

Board of Directors Meeting – February 9, 2011

Corrected 3/30/11

MINUTES

Attendance

Present: John Bryk; Bruce Ravage; Tiffany Johnson; Tanya Hughes; Alonda Powell-Johnson; Jennifer Bull (Accountant).

Excused: Vince Galasso; Jillian Pace.

Absent: Warren Blunt

- Public Session commenced at 6:50 pm. No members of the public were present.
- The minutes of the Board meeting of November 10, 2010 were unanimously approved.
- Financial Report-December 31, 2010 (Attachments)
 - Balance Sheet stronger than in June because of cash flow from state per pupil grant.
 - Profit & Loss statement consistent with expectations.
 - Auditors' Report for 2010 (Dworken, Hillman, LaMorte & Sterczala) was presented by Jennifer Bull:
 - No illegal acts, material weaknesses, material irregularities, or disagreements with management.
 - Reported that financial statements are clean and presented fairly.
 - Strong balance sheet.
 - Income statement: operating rev. decreased \$20k because: 1. CT per pupil increased (more students/ not more money per student) 2. No fed start-up grant (only eligible for 3 years); operating budget increased (additional personnel, bonuses, etc.)end of year 2010 \$65,000 (included depreciation).
 - Positive operating expenses (\$138,376); ended year with a cash balance of\$1,231,248 (strong balance).
 - Over all, reports are strong.

- Director's Update
 - Charter Renewal Visit – February 10, 2011: Will be checking accounting transactions, administrative controls and governance, as well as academic matters.
 - Board Membership - Alonda Powell mentioned potential Board membership from the Bridgeport Board of Education, such as former Mayor John Fabrizi and others. Tiffany Johnson suggested Veronica Douglas-Givan.
 - High School Admissions – We already know which students have been accepted into two technical high schools - Platt Tech and Bullard Havens Tech. Bruce mentioned that he will be recommending students to apply to AITE, in Stamford, as well. Inter-district magnet school and private school acceptances will be announced shortly.
 - Recruitment of Students for the Next School Year - As of now, we are almost completely enrolled. After the March 9th recruitment meeting, we will have our full complement of students for 2011-2012, with a sizeable waiting list, as well.
- Old Business
 - Building Search-1550 State Street (Bead Manufacturing Company) - We made changes in plans but the final obstacle is to create a viable physical education space.
 - New IT Provider: CMIT Solutions - Former consultant Angelo Roberti works for them. Came in fixed the “mess” left by Softlink, our former provider. Softlink adjusted their invoices, but are still looking for a payment of \$38,000 for work done. Bruce held them off for a while because he needed information from them. Bruce is going to look through items and determine what would be equitable compensation.
- New Business
 - Approval of New Policies written in conjunction with CABE, Policy-Writing Committee (Tiffany, Kristin, and Bruce) CABE can be engaged to periodically review policies. John recommends that we keep CABE on retainer for future policies. John made a motion that we approve the Policy manual with the understanding that policies 5000 and 6000 will be brought to the Board once CABE give its consent. The Board unanimously approved the policies as written.
 - Signatories for Nutrition Program Reimbursement the board chair and Executive Director have signed off on the document for Bureau of Health, Nutrition, Family Services, and Adult Education.

Board adjourned at 8:20pm

Next Meeting – Wednesday, March 23, 2011