



Park City Prep Charter School

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Board of Directors Meeting – October 5, 2011

Minutes

The meeting was called to order at 6:00pm.

Attending: John Bryk, Alanda Johnson, Tanya Hughes, Bruce Ravage, Tiffany Johnson, Lauryn Conti, Lorraine Moore, Jo Lutz.

Public Session

- Joe Lutz presented on behalf of the Connecticut Charter School Network (CCSN). She emphasized the CCSN's goal to advocate for fair funding for Charter schools. CCSN also advocates for fair transportation and fair access to facilities. She informed us that in order to get to this goal we (board members and parents) must pressure the legislature. There will be a rally in early February, which will be during the day so that students and parents can attend.

Approval of June 16, 2011 minutes was unanimous.

Financial Report

- Prior to the board meeting John, Bruce and the school's business consultant met about financial records. The school is solvent and continues to be solvent. There is a chance that revenue could be cut instead of increased with what is happening in the financial market. Effective the end of August, we had substantial savings but must maintain a "rainy day" reserve. We have looked at new buildings for our school but have not decided on anything at this point. Our primary financial goal remains to be certain that our staff is paid competitively and that our teachers are fully equipped to provide the highest level of instruction possible.

Director's Update

o 2011-2012 School Year Calendar

There is a typo in the new calendar. On November 11th there are no classes although the calendar indicates that there is a regular day of classes.

o 2011 CMT Results

We are no longer on the list of schools that did not make AYP because we met AYP in math and made "safe harbor" in reading.

o Charter School Renewal

We ended the school year receiving a three-year renewal but expecting a five-year renewal. Bruce made a case to the Connecticut State Department of Education (CSDE) to evaluate us, based on all five years of our previous charter as opposed to only the first four. Almost 50% of our growth over the first five years was made this past year, the year not factored into our renewal decision. Further, our AYP standing was better than another charter school that did get a five-year renewal this year. Bruce is preparing an appeal that he plans to send to the new commissioner.

o In the News

- One article was featured in a press release from the Ganim Group, featuring two students who received scholarships to Notre Dame High School of Fairfield.
- The other article appeared in the alumni magazine of Fairfield College Preparatory School, featuring the Admissions Director at our 8th grade commencement ceremony, presenting gifts to the boys accepted to Fairfield Prep for 2011.

o Annual Report

The annual report that was sent to the CSDE should be read by all Board members, who should come prepared with any questions to our next meeting.

o Curriculum Work

We finished writing our new Language Arts curriculum at the same time that the State decided to adopt the new Common Core Standards. Although our curriculum was deemed excellent the consultants from CSDE, we will have to align it with these newly adopted standards. Math curriculum is underway. Tiffany worked with the consultant for CSDE during the summer to work on the science curriculum. By the end of this year, we will have a finished document ready for review by the CSDE.

o Professional Development

We have earmarked approximately \$100,000 for professional development, in addition to that which we receive at no cost through CALI. We have a math consultant and language arts consultant coming in to work on differentiation, aligning common core and modeling instruction. We have a second language arts consultant who is focusing on literacy in the content areas of math, science and

social studies.

○ **New Positions & Personnel**

New positions:

Assistant Director
Dean of Students
Part time social worker

New personnel:

Math teacher
Social studies
Physical education teacher
Special education teacher (our own employee for the first time)

Bruce comments on the uniformly high caliber staff this year.

○ **High School Admissions**

84% of last year's graduating students applied to "choice" schools. 71% were admitted to, and are attending, selective, public choice or private high schools.

Old Business:

○ **Policies**

The 6000 series on instruction was distributed. Board Members will read this by our next meeting and come prepared with questions. Bruce requested that we e-mail him if we have any questions in the meantime. He would like to finalize/approve this at the next meeting. At the next meeting, we will have the 5000 series, the series dealing with student matters. We will then be asked to review this series by the following meeting for approval.

○ **Building Search**

The building search is on hold, but will resume once the charter renewal appeal has been resolved.

○ **Board Membership**

- Bruce approached Valerie Koch, from the Ganim Group, to assist us in recruiting additional board members with financial background to serve on the financial committee. We also need someone with a marketing background to help us raise money and gain publicity. Two or three new members would give us a more appropriate number of people for making decisions on important matters.

- The vote for Lorraine Moore, our new Assistant Director, to be a non-voting member on the Board was unanimous.

New Business:

- **Lauryn Conti** was introduced as the new teacher co-representative on the Board.

- **School Governing Council**

Any school identified in 2009 as “in need of improvement” for 2 or more years is required to form a governing council to examine test results and monitor student progress. Although we made AYP and “safe harbor” in 2011, based upon the language of the law, based upon 2009 results, we still have to organize a governing council. Staff, parents and community members will meet on specified Thursday afternoons commencing in November of this year.

- **Beautification of Halls & Staircases**

There are new murals and other artwork throughout the school, which has made a very positive impression on students and staff alike.

- **Adding Grade 5**

Based upon our significant progress on the CMT’s, we believe we can make a strong case for the CSDE to permit us to add a fifth grade. That request will be made this year. The plan would be to add one 5th grade class next year and one additional class each year until we have four grade 5 classes by the 2015-2016 school year.

Meeting adjourned at 7:45pm.

Note: This year’s meetings are the following Wednesdays: November 9; January 18; March 21; May 16; June 13.