



# Park City Prep Charter School

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[www.parkcityprep.org](http://www.parkcityprep.org)

## Board of Directors Meeting – January 30, 2013

### Minutes

**In Attendance:** Bruce Ravage, Lorraine Moore, John Bryk, Tiffany Johnson, Christopher Van Etten, Tanya Hughes

**The meeting was called to order at 6:03pm.**

#### **Public Session**

There were no members of the public present.

**Minutes of November 28, 2012 Meeting** were approved except for misspelled names. The correct spellings are: a) Chris Van Etten; In paragraph 2, Dworken, not Dworkin.

#### **Financial Update**

- As of December 2012
  - Numbers are consistent to what we have been doing.
  - 2011 Income Tax Return approved
- Finalized 2011-2012 Audit
- Payments to David Alvarado and Anglia Precision were explained by the Director.
- We received our 3<sup>rd</sup> quarter payment from the State in January.
- Payments in January and April were reduced by a total of \$75,000 (Reflecting the diminished per pupil allocation, from \$10, 500 to \$10, 200).
- We have been informed that the per pupil funding should be restored to \$10, 500 for the 2013-2014 school year, and to \$11,000 and then 11,500 in each of the following years, respectively.

#### **Director's Update**

- **Enhanced Security**
  - All locks have been changed so that doors lock automatically upon closing.
  - Window coverings will be placed in all rooms for lock down drills and emergencies.
  - Horns and speakers have been added to hallways, bathrooms, and other common areas.
  - Exploring other enhancements (security guard/officer, barrier downstairs, etc.)

- **New Accountability System for Teachers & Administrators: SEED Model**
  - Decided to use State model.
  - We have to opportunity to submit our own hybrid model by April.
  - How the Superintendent (Director) will be evaluated is yet to be determined.
  
- **CT/NY Regional Charter School Network**
  - Now called Northeast Regional Charter School Network
  - All CT charter schools will belong.
  - We will be meeting with Bill Phillips to discuss how we can mobilize parents to advocate for the charter schools.
  
- **New Building Negotiations**
  - Negotiations continue for a new site for the school.
  - The Director has conferred with an architect (who has designed schools) to assist as a project advisor.
  
- **Charter School Improvement Partners (CSIP): Strategic Planning (Feb. 25) 12:30-3:30**
  - To develop a strategic plan for the school (To determine priorities and set goals to “get there”)
  - Possible New Board Members
  
- **Old Business:**
  - **New Board Membership**  
CSIP may recommend persons interested in serving on our Board.
  
  - **Revised Performance Bonus Policy**
    - Reviewed a draft.
    - Possible “loyalty bonus” to be included.
    - It was suggested that administration confer with staff during the year to make it clearer how bonuses can be earned.
    - Include SEED evaluation.
    - Will be discussed with the School Planning Team.
  
- **New Business**
  - New Position: Operations Manager
    - Hire a full-time person to replace a current clerical position.
    - No longer have to outsource book-keeping/financial services.
  - **Additional Safety & Security Measures** – Will be meeting with various security companies to explore options and costs associated with them.

**Meeting adjourned at 7:58pm.**

- **Next Meetings** – Wednesdays: March 27 & May 22; June (TBD).