



Park City Prep Charter School

510 Barnum Avenue (2nd floor), Bridgeport, CT 06608

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www.parkcityprep.org

Board of Directors Meeting – October 2, 2013

Minutes

- **Attendance**
 - Present: John Bryk, Vicky Boudreau, and Chris Van Etten, Lorraine Moore, Bruce Ravage.
 - Absent: Vince Galasso, Warren Blunt.
- **Public Session**
 - Meeting was called to order at 6:20 pm.
 - No members of the public were present at the meeting.
- **Approval of Minutes from June 13, 2013**
 - Minutes were approved unanimously.
- **Financial Update**
 - End of Year
 - Checking and saving accounts have been consolidated in Peoples United Bank.
 - June 30, 2012 revenue is lower and fundraising was off compared to other years.
 - Expenses are in line with the budget.
 - Health care premiums locked in for 15 months as opposed to 12 months. Renewal date will be in December 2014.
 - \$108,000 loss due to disposal of fixed assets from previous leasehold improvements at 510 Barnum Avenue.
 - Annual Audit – All was in order and our financial standing is strong.
 - Updated 5-Year Projection
 - Figures were updated based upon actual expenses versus estimates before moving into new building.
 - Fundraising needs to be increased to help fund field trips and other special events.
 - We will be applying for a bond if it's offered to pay down the loan we took to finance our move.
- **Director's Update**
 - Two articles appeared in the Connecticut Post this fall featuring the success of our students, our new move and our students' participation in the *Trout in the Classroom* program at Connecticut's Beardsley Zoo.

- CMT Results
 - Student CMT cohort comparison from Grades 5 to Grade 8 shows marked improvement over the three years attending Park City Prep.
 - For our current renewal, PCP will be evaluated based upon CMT cohort data for all three years in our school rather than just two years' data, as was the case in the past renewal.
 - Our students' performance far exceeded that of their counterparts in the Bridgeport public schools. In terms of how our students compared with State-wide averages, we outperformed the State in the following categories:
 - Black, Hispanic and low income sub-groups (math, reading, writing & science-grades 7&8 and in writing in grade 6)
 - Overall: 8th grade math; 7th grade reading.
- Student Enrollment
 - Our application for ten additional seats was approved. Our enrollment increased from 250 to 260 students.
 - We plan to enhance our student recruitment for 2013-2014 as we are aiming to add a grade 5.
- New Building Report
 - Board members toured the new building.
 - We discussed hosting an open house once we are "settled in" to our new building.
- Staff Evaluation Process/S.E.E.D. – We will be rolling out the new evaluation process once administrators have completed training in November.
- Our charter renewal visit by evaluators from the Connecticut State Department of Education will be November 7th.
- Back to School Night for all parents is October 3rd.
- **Old Business** – Issuance of Performance Bonuses
 - Bonuses are tied to returning to work the 2013-2014 year.
 - Bonuses will be issued later this fall.
 - Maximum amounts have been established by the Board for each category of employee.
- **New Business**
 - There may be additional expenses involved in our move to our new quarters as we add additional features.
 - Staff Evaluations for 2012-2013 are being issued at this time as student performance on CMT's were factored into them.
 - Brainstormed ideas for enhanced student recruitment efforts:
 - Billboard
 - Yard signage
 - Open House in February
 - Ad in *CT Post*
 - Facebook page
 - New school website
- **2013-2014 Schedule of Meetings**
 - November 13; January 22; March 26; May 22, and June 12.

Meeting adjourned at 7:26 pm.