



Park City Prep Charter School

1550 State Street Bridgeport, CT 06605

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www.parkcityprep.org

Board of Directors Meeting

January 13, 2016

MINUTES

Present: John Bryk, Jennifer O'Dean, Rose Richardson, Vicky Boudreau, Bruce Ravage

Excused: Chris Van Etten

Meeting is called to order at 6:04 pm

- **Public Session** – No members of the public were present.
- **Approval of Minutes of November 4, 2015** – Minutes were approved unanimously.
- **Financial Update**
 - There are no changes from the last meeting.
 - The findings of the independent audit for the 2014-2015 school year was satisfactory.
- **Director's Update**
 - Legal Matters
 - CHRO claim is close to resolution.
 - Employment lawsuit is close to a resolution.
 - Technology Grant
 - The school applied for a technology grant for 36 Chrome books; awaiting decision.
 - *Achieve 3000* Informational Reading
 - *Achieve 3000* has been successfully launched and implemented in the school.
 - Smart Boards
 - Smart Boards have been installed in 9 of the classrooms currently.
 - Personnel Update
 - Operations Manager is working temporarily on a part-time basis from home. All financial affairs are being maintained efficiently.

- Administrative Assistant has made good progress in her new position.
 - Grade 6 Change – Teacher resigned her position. Our paraprofessional, who was recently certified as a teacher, took over the position.
 - Bruce attended NECSN (charter school network) meeting on January 12, 2016.
 - There likely will not be an increase in per pupil funding this year.
 - April 5th charter schools rally in Hartford
 - April 20th – Charter school Awareness Day in Hartford
 - NECSN is looking for each charter to get 4 – 5 parents to Hartford to speak to our legislators.
 - 2016 Legislative agenda:
 - Secure State funding for seats at existing state charter schools which are adding grades.
 - Increase capital bonding for charter school facilities.
 - Defend current reforms.
 - Advocacy this year to lay groundwork for next year’s push for increase in per pupil funding
- **Old Business**
 - Signatory Changes - Our former treasurer’s name needs to be removed from People’s United Bank accounts.
 - Anti-Nepotism Policy – A revision will be sent to the board members for approval.
 - Finalizing Staff Absence Policy – A draft will be emailed to the board members for approval.
- **New Business**
 - Update & Revision of Language Arts Curriculum – needs to be aligned with the new Common Core standards.
 - Bruce has asked CES for a specialist to help write a new language arts curriculum.
 - Three-year, staged process
 - Overall cost may be approximately 20K, or more, per year.
 - Board supports this needed expenditure.
 - 2015 Income Tax Statement needs to be signed and filed by our accountant. Motion approved by the Board for the board chair to review, sign, and return to accountant for filing.
 - Fundraising
 - Yearbook sponsors have been pursued.
 - One of our teachers has reached out to her contacts, which resulted in the school having received donations of books, carpets, a piano, as well as other items.
 - Board approves a stipend for the teacher to continue fundraising work along with her teaching responsibilities.

Board meeting adjourned at 7:13.

Minutes submitted by Vicky Boudreau