



Park City Prep Charter School

1550 State Street Bridgeport, CT 06605

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www.parkcityprep.org

Board of Directors Meeting

November 4, 2015

MINUTES

Present: John Bryk, Jennifer O'Dean, Chris Van Etten, Vicky Boudreau, Bruce Ravage

Excused: Rose Richardson

Meeting is called to order at 6:00

- **Public Session** – No members from the public are present.
- **Approval of Minutes of September 30, 2015**
 - Correction for Sept. 30 attendance – Chris Van Etten was present.
 - Correction noted and minutes were approved unanimously.
- **Financial Update**
 - There are no changes from the last meeting.
 - We have received our quarterly student allocation from the State of Connecticut.
 - Line 6700 – Why is there a disparity between actual vs. budget amounts?
- **Director's Update**
 - Legal Matters
 - Two continuing legal issues.
 - CHRO claim will be settled per our attorney.
 - Lawsuit by a former employee is ongoing.
 - Technology Grant
 - The school applied for a tech grant for 36 chrome books. Awaiting decision.
 - Personnel Matters
 - Operations manager/business manager is out on leave since last June, but working remotely from home.
 - Administrative Assistant's lunch program responsibilities and logistics will be transferred to the Operations Manager's position.

- Our Special Education Paraprofessional is actively seeking a position as a teacher since becoming certified as a teacher.
 - Ken Flatto, treasurer, resigned from the Board in August.
 - Two additional Board members, Vince Glasso and Warren Blunt have stepped down as well.
 - The Board unanimously approved a new parent member Jennifer O'Dean.
- **Old Business**
 - Smart Boards
 - Board approved smart boards and Apple mini's for classrooms.
 - Science, 5th, & 6th grade math teachers will receive smart boards along with certain Social Studies and Language Art teachers.
 - 7th and 8th grade Math teachers will receive Chrome Books for their classes.
 - *Achieve 3000* Informational Reading Program - Professional development for staff will begin November 13th.
 - New Health Insurance
 - The Harvard Pilgrim Plan was not a good decision for the staff due to 1/3 of the staffs' providers not participating in it.
 - MEHIP option – Blue care Gold POS plan is the best choice for our employees.
 - Anti-Nepotism Policy
 - A draft of Park City Prep's Nepotism policy was given to the Board. The Board will review and vote on the policy via email before Thanksgiving.
 - Updating Staff Absence Policy
 - An updated Staff Absence policy was given to the Board.
 - 1.5 days are accrued at the end of each month.
 - Using 3 or more CAR days will require a doctor's note.
 - In September, up to 3 sick days can be used.
 - Leaves of absence may be requested for a minimum of 30 days but not for more than the balance of the school year. A leave of absence will not be granted more than once per year.
- **New Business**
 - Signatory Changes
 - Our former treasurer's name needs to be removed from Peoples United Bank accounts.
 - There was a question about shortening the school day for next year. Due to bussing and state requirements, the school's start and end times will remain the same.

Meeting adjourned at 7:42

Minutes submitted by Vicky Boudreau.