



Park City Prep Charter School

1550 State Street Bridgeport, CT 06605

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www.parkcityprep.org

Board of Directors Meeting

May 11, 2016

MINUTES

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

Excused: Vicky Boudreau

Absent: Rose Richardson

Meeting is called to order at 6:12 pm

- **Public Session** – Suzette Lindo
- **Approvals of Minutes of March 9, 2016** - Minutes were approved unanimously.
- **Old Business**
 - New Board membership – Suzette Lindo, parent of a Park City Prep student, is applying for membership of the Board as a co-parent representative. Motion made to approve Suzette as a member of the Board – unanimously approved as a new member.
 - Motion made to approve Suzzette Lindo as the new Board Treasurer – unanimously approved.
- **Financial Update**
 - Year to date review of budget – currently running slightly over budget (less that 1% variance); it is expected that the budget will self-correct as expected as the quarter continues.
 - All other school finances are in order.
- **Director's Update**
 - High School Acceptances - At least 85% of our students going to choice high schools; record number of students going to independent schools and ABC Community School Programs; record number of boys going to Fairfield Prep; large group going to Fairchild Wheeler, Notre Dame, St. Joe's, Kolbe Cathedral.
 - Annual State Student Assessments – Science CMT completed in March & SBAC currently going on.

- Donations and fund raising - Fundraising and donation options have been added to our website. Numerous donations have been made. Yearbooks have been partially funded by donations. While our fledgling donation program is going well, there is still room to grow.
- Annual Admission Lottery & Enrollment for 2016-2017 - Over 300 applications for 92 spaces in the 5th grade. More than 100 more for grades 6-8 though we did no recruitment for those grades. Record number of applicants this year.
- Staffing for 2016 – 2017 - We are expecting the least turnover in our history.
- Calendar Items
 - Ten-Year Anniversary Alumni Reunion (June 3, 2106) 6:00 pm at school
 - Orientation for New Families (June 4, 2016) 8:30 am at school
 - 10th Annual Commencement Ceremony (June 13, 2016) 6:00 pm at the Klein Auditorium
- **New Business**
 - Updated Board by-laws – Request that all board members review draft of new by-laws and input recommendations by May 18th. A brief meeting may be required too approve by-laws around May 25th.
 - 2016-2017 Budget
 - 3% increase in rent expected.
 - Salary increase of 3% is expected,
 - Overall increase in budget is expected to be \$200,000.
 - Recommendation to separate salary, stipends, bonuses, and loyalty bonus to different line items on the budget.
 - Vote made it increase budget to accommodate increase in rent and salary. Increase approved unanimously.
 - Compensation for 2016-2017
 - 3% increase in teacher salary
 - The director intends to provide a system for quantifying how bonuses are earned.
 - 2016-2017 Budget
 - Next meeting moved to June 8

Meeting suspended at 7: 31pm.

Minutes submitted by Christopher Van Etten.