



Park City Prep Charter School

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www.parkcityprep.org

Board of Directors Meeting

November 29, 2017

MINUTES (*Corrected for Attendance*)

- Meeting called to order at 5:43 pm.
- **Attendance**
 - Present: John Bryk, Bruce Ravage, Angel Blackmon, Vicky Boudreau, Jennifer O'Dean.
 - Excused: Chris Van Etten; Suzette Lindo.
 - Absent: Rose Richardson
- **Public Session** - No members of the public were in attendance.
- **Approval of Minutes of June 7, 2017 - Minutes approved unanimously**
- **Financial Update**
 - Finance Committee Report – All items and balance sheets are in order.
 - Year-to-Date - All items are consistent with the budget and are in order.
- **Director's Update**
 - State Budget
 - No direct bearing on the charter schools with the State budget.
 - No increase in the per pupil allocation for the 5th straight year.
 - Staffing
 - A special education (SPED) teacher has been replaced with another, who comes to the school with relevant experience.
 - We are seeking a replacement for a 6th grade science teacher for one who resigned.
 - Fall Parent-Teacher Conferences – 75% of our parents attended.
 - Yale STEM Program for Girls - Our new 8th grade math teacher introduced this program to our 8th grade girls and has begun taking them to participate in a series of four workshops.
 - Food Services Facilitator - We have not hired anyone yet. Presently, we are reexamining the responsibilities of the position.
 - Westport Rotary
 - Members of the Rotary came to our annual Read Aloud Day.
 - Mr. Ravage will be speaking at the Westport Rotary Club meeting in January.

- **New Business**
 - New Board Member - Angel Blackmon has been approved by the Board as our new parent representative.
 - Staff Absence Policy
 - Provision approved last year dealt with absence before/after a holiday. The staff member would require a note from a healthcare provider to be turned in with 15 days. The board will be changing the 15-day provision to “upon the employee’s return.”
 - Staff must work the day before and after a holiday in order to be paid for the holiday.
 - Next Charter Renewal – It is uncertain at this time whether or not we could apply for an early renewal of our charter. Our current charter ends in June of 2019.
 - Health Insurance Renewal
 - Various health insurance scenarios were presented by the Ganim Group.
 - Anthem BCBS plan will be offered again to our employees.
 - A slight increase in cost will be incurred by the school.
 - Staff will contribute 1% more to the health insurance premium in the new plan, commencing in December of this year.
 - The Board approves the new health plan.
 - Security – The Board approved hiring a security person.

Meeting adjourned at 7:10

Minutes submitted by Vicky Boudreau