

# Chicago Education Partnership<sup>SM</sup>

## Board of Directors' Meeting Minutes September 7, 2016

The Board of Directors of Chicago Education Partnership held the 2016 annual meeting at the offices of DLA Piper, 203 N. LaSalle, Chicago, IL. The following directors were present at the meeting: Connie Giere, Mike Ross and Donnita Travis. Mike Rogers, Executive Director, was also present. Joining via teleconference were board members John Fellowes, Vivette Payne and Tim Wiens. Donnita Travis chaired the meeting and Connie Giere acted as secretary.

A quorum of directors being present and all directors having received prior notice of the meeting or having waived notice of the meeting, the Chair called the meeting to order at 8:00 a.m. Donnita shared that Andy Code had completed his Board term and submitted his notice of resignation. Donnita reflected on the fact that Moving Everest started its second year on 8/22/16 and they are off to a good start. The second year start went much more smoothly than ME's opening last year. It was shared that the personalization model has provided significant benefit to the students. For example, one student who started at ME last year reading at a first grade level is now at the fourth grade level. She was reluctant to learning last year but is now growing and engaged. Donnita thanked everyone for their service on the Board.

Having received the agenda for the September 7, 2016 Board meeting and the minutes of the June 8, 2016 Board meeting in advance, Vivette Payne motioned to approve the agenda and the minutes. Mike Ross seconded, and the Board unanimously approved the agenda of the September 7, 2016 meeting and the minutes of the June 8, 2016 Board meeting.

### **New Business**

#### **A. Board Elections**

|                |                   |
|----------------|-------------------|
| Suzy Francis   | Term Expires 2017 |
| Vivette Payne  | Term Expires 2018 |
| Connie Giere   | Term Expires 2018 |
| Mike Ross      | Term Expires 2018 |
| Tim Wiens      | Term Expires 2018 |
| Donnita Travis | Term Expires 2018 |
| John Fellowes  | Term Expires 2018 |

#### Board Positions:

Chair – Donnita Travis  
Vice Chair – Vivette Payne  
Treasurer – Mike Ross  
Secretary – Connie Giere

**MOTION:** Vivette motioned to maintain current slate of officers, Mike Ross seconded, and the Board unanimously approved.

**B. Executive Director Report**

**1. Hiring**

Refer to attachment with staff listing. Moving Everest has been able to hire talented staff with multiple years of experience. Many are eager to be part of the ME vision, feeling supported and poured into for professional growth. The environment of growth also attracts highly qualified and talented staff. A social worker did not return this year, so the position was split into two behavior specialist roles. There are still a number of special education positions to be filled upon receiving the appropriate financial allocation from CPS. Two existing staff positions were transitioned to assistant principals. Art classes were added to the curriculum, and the students participate in these classes at least two times per week. The addition of art has brought a new dimension to the learning experience. New physical education teacher is from a Noble School and has set up the gym with a purposeful look. Principal, Mika Krause, is doing well and is able to delegate responsibilities to assistant principals. She feels like ME has the right staffing in place and the culture is firmly established.

**2. Enrollment**

The projected enrollment was 270, and we are currently above goal at 275. There is a waiting list at every grade level. ME receives payment from CPS based on 20<sup>th</sup> day enrollment, and payment is capped at 270 students. Grade levels are fairly balanced at a little over 90 students per grade.

**3. Financial**

The year-to-date budget to actual, which included discussion of the following items:

- i) Revenue – Title I funds were increased as a result of CPS increasing the amount to partially accommodate for reducing other funds.
- ii) Personnel – 70% of overall ME expenses are attributed to salary and benefits, and continue to monitor deviations greater than 10%.
- iii) Finished with surplus of about \$200K.
- iv) CPS wants charter schools to build a 30, 60, and 90 day reserves, which will be a challenge this year due to reduction in payment from CPS.
- v) Evaluated the current status of providing professional development to ensure teachers are provided with what they need to grow effectively. The provision for the upcoming year is comparable to that of last year, with a slight increase. Most development dollars are spent on out-of-building continuing education, conferences, etc. Grant money allows for spending for professional development. ME does not pay for graduate school. There are numerous in-house development programs provided for teachers.

#### **4. SPED**

The way in which CPS manages and finances special education has changed and it creates significant issues for ME. Previously, schools were required to submit number of students with IEP's (individual education plans) and CPS reimburses for staff based on minutes required. Last school year, ME did not receive special education allocations until December 2015. The revised CPS process looks at what was spent on SPED last year and allocates the same amount for this year. ME is low because SPED staff did not begin until December. In addition, IEP students increased this year. Appeal process put in place by CPS, and the appeal has been delayed. Based on the numbers, ME should have 3.5 teachers and 4 para-professionals. ME will not fill the SPED teachers or para professionals until finances are allocated by CPS.

#### **5. Audit**

Audit has been underway for the past four days, and the preliminary report will be provided in September. No major issues have been identified, and only a few minor issues need to be addressed, such as bill payment process. The audit firm works with many of the Chicago charter schools and is accustomed to delays in obtaining necessary documents from CPS to complete the audit. A recommendation was made to have the accountant review the results with the Board via teleconference.

#### **6. Academic accomplishments**

Refer to the attachment, Moving Everest Charter School 2015-2016 Academic Growth, for full details on academic accomplishments. Many of the improvements can be attributed to outstanding faculty and the personalized learning model that was implemented.

#### **7. By the Hand Partnership**

There has been significant improvement in working together, sharing space and professional development. The partnership has demonstrated increased synergy and level of trust between the two partners. Approximately 90% of ME students attend BTH after school program, which included three weeks of summer programming of which many ME students attended.

#### **8. Line of Credit**

Code Foundation provided a line of credit up to \$500K, and the Board had approved a 5% interest rate. Please refer to the attached Promissory Note. To date, it has not been necessary to use the LOC funds.

The anticipated 40% cut in payment from CPS did not occur. Roughly a 10% cut was applied. There was not as much spend required to start the current school year due to purchases made last year from start-up funds. Fund raising in May and June provided a surge in incoming funds, but tapered through August due to time spent on school preparation.

**Grant Status:**

- i) Grant application was submitted to Chic-fil-A.
- ii) \$50K applied for from the William G. McGowan Charitable Fund.
- iii) XR Trading provided many supplies and a week's worth of uniforms for the students (\$60K for all students). Plan to approach corporations with the initiative to "own a grade" to provide these supplies.

**C. Other**

- i) Federal grant money has been given to the states, and IL has \$40 million available in this fund.
- ii) Discussions are underway regarding future ME schools.

**New Business**

**D. Future ME Board meeting dates are as follows:**

December 7, 2016

March 8, 2017

June 7, 2017

**Adjourn**

Mike Ross moved to adjourn the meeting, seconded by John Fellowes, and the Board unanimously approved. With no further discussion, the Chair adjourned the meeting at 9:40 a.m.