

ERIE RISE LEADERSHIP ACADEMY CHARTER SCHOOL BOARD
MEETING MINUTES
THURSDAY, JUNE 15, 2017

Section I: Call to Order

The meeting was called to order at 6:33 p.m. by Ed Williams, Board Vice- President. The body was led in the pledge of allegiance to the flag by Sonya Adams followed by a prayer by Wayne Patterson.

A. Roll Call:

Constance M. Ratcliff (Excused)
Ed Williams (Present)
Sonya Adams (Present)
Wayne Patterson (Present)
Leamon Plott (Excused)
Dr. Margaret Smith (Excused)
Shantel Hilliard (Excused)
Carolyne Crawford (Present)
Michael Hooks (Excused)
Tim Kuzma (Excused)
Brenda Abreu-Baker (Present)

Non Board Members:

Attorney Tom Fitzpatrick (Conference Call)

Rise Staff:

Terry A. Lang, CEO
David Bouie, Principal
Aubrey Favors
Homer Smith
Pearl Jeffries
Kirk Paskell

B. Approval of Agenda

Resolved, that the Board of Trustees of Erie Rise Leadership Academy Charter School on a motion by Sonya Adams seconded by Carolyne Crawford hereby approves the June 15, 2017 Agenda. All in favor, Motion carried.

C. Approval of Minutes

A motion by Wayne Patterson seconded by Carolyne Crawford to accept the minutes of the May 18, 2017 Board of Directors meeting with any necessary correction. One correction noted that Wayne Patterson should be listed as present instead of excused at the May 18th meeting. All members in favor; Motion carried.

Section II: Reports

A. Hearing of Citizens (None)

B. CEO Report Mr. Terry A. Lang (Written Report Submitted)

- Brief status report on the Emerson Project (Page 2)
- Schedule a walkthrough with ESD in mid to late July
- Target or prospective move date (late July or early August)
- Kudo's to Mr. Paskell who has been serving as the Infrastructure Manager
- Team 1st Grade is coordinating the furniture
- Team 4th Grade has led the Community Outreach to our new neighbors.
- Working with Fast Signs to utilize the existing posts and create a more economical sign.
- Erie Rise has been invited to participate in an upcoming neighborhood event in early August.

C. Finance & Audit Committee Report

The Finance Committee report was presented by Sonya Adams, Treasurer. Ms. Adams reported that the committee met on June 15, 2017 at 11:00 a.m. Members present Sonya Adams, Treasurer; Ed Williams, VP & Finance Chair and Andrea Brauer, Charter Choices. Excused Mike Whisman, Charter Choices; Terry Lang, CEO and Leamon Plott. The agenda items included the Financial Statements for May 30, 2017 and the AP Summary for May, 2017.

1. Financials

Page 1-Summary of the Balance Sheet, our operating cash is up at the end of May, 2017. Receivables are showing a negative amount because we received our June payment from ESD this month. Other receivables consist of bus service reimbursement and cafeteria food service equipment reimbursement.

- Accounts payable are up due to absorbing more of the moving expenses into this year.
- Our current ratio is down and days Operating Cash is still good at 2.6 and 153.1 respectively.

Page 2-Income Statement Summary-Revenue/Expenses:

- Total revenues for this month \$ 251,692 greater than budgeted. Expenditures are greater than budgeted as well by \$ 166,931. Our net income to date is \$ 174,515.

Page 3 of 16 Balance Sheet Detail

Page 4 – 8 of 16 Details for the Income Statement

Page 8 of 16 Net Income

- We are projecting a surplus at the end of the year of \$ 70,883.

Page 9 - 16 Projections/Accounts Receivable/Check Register

- These pages show the month to month amounts used to make the projections and Accounts Receivable Summary Report and the Check Register done by Charter Choices.

2. **AP Summary**-The A/P totals includes moving expenses from the New Year as well. The committee discussed the 17/18 budget.

Committee Recommendations:

To approve the May 2017 Financials and A/P reports (\$ 324,623.91) for May 30, 2017 to include Health Insurance and Legal invoices that will be submitted ASAP.

D. RFO Report (Written Report Submitted)

- The RFO is coordinating Concession sales for the Spring MLK-ACE Spring Basketball League
- The Box-Tops program is ongoing; donations of box tops are encouraged from students, staff and Board members.
- The RFO coordinated the Academic Awards Bowling Outing on May 31, 2017.
- The RFO spearheaded the 8th Grade Luncheon at Golden Corral on June 1, 2017.
- The RFO assisted on the Kindergarten Graduation Committee. The Kindergarten graduation was held on June 7, 2017.
- The RFO coordinated the 8th Grade Graduation held at East High School on June 7, 2017.
- The RFO sponsored the Waldameer Fun Day on Tuesday, June 13, 2017.

- Mr. Williams questioned the check written to Friends of Andre Horton. After a brief discussion, the Solicitor will determine the process to correct this matter and how we handle request of this nature in the future.

Section III: Resolutions

A. Approval of Reports

Resolved, the Board of Directors of the Erie Rise Leadership Academy Charter School on a motion by Sonya Adams and seconded by Carolyn Crawford accepts the CEO Report and all documents submitted thereby, which shall be incorporated into the record of this meeting. All in favor, the motion carried unanimously.)

Resolved, the Board of Directors of Erie Rise Leadership Academy Charter School on a motion by Wayne Patterson seconded by Brenda Abreu Baker accepts the Finance and Audit Committee reports, all documents submitted and AP Summary (\$ 324,623.91) all in favor, the motion carried unanimously.

Resolved, the Board of Directors of Erie Rise Leadership Academy Charter School on a motion by Brenda Abreu Baker seconded by Sonya Adams accepts the RFO Reports and all documents submitted thereby, which shall be incorporated into the record of this meeting. All in favor, the motion carried unanimously.)

Section IV: Unfinished Business

- A. Project Emerson Update
 - Refer back to the CEO Written Report
 - Attorney Fitzpatrick concern regarding Painting Contracts and GECAC payment portion

- B. National Charter School Conference was held June 11 – 14, 2017 in Washington, DC
 - Comments/feedback solicited for those who attended
 - Travel was good; the conference was well attended
 - Board members were able to meet the PA Charter School delegation
 - Some of the Breakout sessions and discussions included
 1. Fraud Prevention
 2. Fund raising/Strategies to solicit funding
 3. Texas Charter School Collaboration Presentation
 4. Tell your story in less than seven seconds
 5. Name three things you like about your school
 6. How to engage students in the classroom
 7. Strategies to educate African American boys
 - One concern mentioned; make sure we register those attending in the conference hotel.

- C. Principal Updates (Mr. David Bouie, Principal)
 - 4th Grade platooning feature
 - Positive Prevention Intervention System/PBIS program managed through the IU5
 - In service on Classroom Management
 - Project with the Erie Art Museum (Stem/Art) related involving recyclables
 - Establishment of a Professional Development
 - Brief discussion about the 8th grade graduation and the various placements of our graduates to elite schools. The 8th Grade graduation was video-taped; a copy will be available shortly.
 - The 8th grade and Kindergarten photos came out very well.

Section V: New Business

- A. Board Approval-Budget (2017-2018)
- B. Board Approval-School Calendar (2017-2018)
- C. Board Approval-CEO Human resources Report (Phase I)
- D. Board Approval-School Improvement Plan)

Mr. Williams, Board Vice President informed the group that he will send an e-mail out to approve items A-C by June 23, 2017. Item D (School Improvement Plan) will be mailed to Mr. Williams by Monday, June 19, 2017. Mr. Williams will forward the School Improvement Plan to all the Board Members to approve Item D by June 26, 2017.

All questions are to be e-mailed to Mr. Ed Williams.

The Board of Directors went into executive Session at 7:48 p.m.

