

Minutes of Twentieth Board Meeting

The twentieth board meeting of the directors of Elm Community Charter School was held via Google Meet video conference call on **May 02, 2019 at 8:00 p.m.**, pursuant to notice by Chris Kong, board president, setting forth the time and place of the meeting, and emailed to each of the other directors at least one week before the date of this meeting. Those who could not be physically present had the option of streaming in via video conference call. Written notice was also mailed to all directors at least one week before the date of this meeting. The meeting’s agenda, prior meeting’s minutes, and additional reading materials were sent to board members prior to the start of the meeting.

ATTENDED VIDEO CONFERENCE	DID NOT ATTEND VIDEO CONFERENCE
Debbie Thomas	Lawrence Zhou
Anupa Jacob	Karishma Desai
Prijo Thomas	
Michael Dorcelly	
Chris Kong	
Grace Yun	
Priscilla Walton*	

The above are all the directors of Elm Community Charter School (ECCS).

*Priscilla Walton, the school’s Founder and Principal, is a non-voting board member.

All persons participating in the video conference call meeting were able to hear each other at the same time. Directors were presented with the same materials via email prior to the start of the meeting.

Meeting notes. Board resolutions are shown in **bold**.



1) APPROVALS

- Approval Board Meeting 018 minutes: **Board unanimously approves.**
- Approval Board Meeting 019 minutes: **Board unanimously approves.**
- Approval of Tax Returns 990: **Board unanimously approves.**
- Approval of philanthropic loan from James Tsang \$10K, 1% interest rate: **Board unanimously approves.**
- Approval of addition of Melissa Ng to ECCS Board: **Board unanimously approves.**

2) GENERAL UPDATES

- Students have been engaged in creative learning projects writing, STEM, music, and arts integration.
- Enrollment: to date, seats for 2019-2020 school year are 71% filled
- Enrollment: 284 students currently on waitlist for 2019-2020 school year
- Academic Cycle 3 Data:
 - **READING:** We made progress toward reaching our goal, increasing our proficiency across the school by 8%. There was 10% or more of growth in 1st grade across all groups of learners. How many levels did the average learner grow? ~2 levels. Across the school, 86% of learners grew at least one level! 55% of learners grew 2 or more levels
 - **WRITING:** Growth across the board! Proficiency increased by 24% across the school. First grade saw the most growth with 25% growth in proficiency! Huge growth among EBLs in Kindergarten (26%) and First Grade (47%)
 - **MATH (COUNTING):** Growth across the board! Counting is improving amongst ALL constituencies! ALL constituencies met the proficiency goal!
 - **MATH (TERC):** Curriculum revamp was successful! 30% improvement in proficiency across the school!
 - **MATH (NUMBER STORIES):** Everyone met the proficiency goal!

3) FACILITIES UPDATES

- Certificate of Occupancy for current location has been given approval for making changes to building.

4) FINANCE UPDATES

- Friends of ECCS organization is up and running
 - Members Saffiya M (original board), Brenda F (original board), & Debbie T (original + current board)
- Budget vs Actuals for March 2019 normal
- Further discussions on 2019-2020 budget will be discussed further at next Finance Committee meeting
- Next step: recruiting ECCS Board member who will specialize in fundraising



5) ACADEMIC UPDATES

- SUNY visit:
 - Highlights: systems in place keep school running well. Strong and consistent evidence of small group learning. A lot of teacher ownership over data use and data-informed decision making. Professional development around intellectual preparation and data-analysis was noticed.
 - Areas of focus: inconsistency with teachers' responses of social-emotional program. Leadership has already begun planning for social emotional professional development and further development of our SEL curriculum. This upcoming year, we will also focus on clarifying articulation of structure / method with instructing Emergent Bilingual Learners.

6) BOARD DEVELOPMENT

- NEXT ECCS Board meeting goal: each member come with 1-2 candidates of who can begin board initiation process.

7) Meeting adjourned at 9:46 PM.