

Widener Partnership Charter School

Board of Trustees Regular Meeting

March 14, 2018

Board Members Present: - Dr. Shawn Fitzgerald, Chair, Mr. Joseph Baker, Dr. Beth Barol, Dr. Marcia Bolton, Rev. William Brown, Dr. Robin Dole, Rev. Sidney Harrell, Mr. George Hassel, Dr. Katie Herschede, Ms. Barbara Muhammad, Ms. Gwendolyn Smith, Mr. James Turner and Dr. Zora Wolfe

- I. **Call to Order:** - Dr. Fitzgerald called the meeting to order.
- II. **Minutes:** - The minutes of the December 13, 2017 regular meeting were reviewed. Upon motion duly made and seconded, the minutes were approved unanimously.
- III. **Financial & Enrollment Report:** - Mr. Hassel noted that the actual enrollment year-over-year has decreased by 92 regular education students but increased by 25 special education students, cumulatively through January 31st. The net effect is 67 less billable student days from this time last year. Comparing actual enrollment to the budget there are 18 less regular education students but 12 additional special education students in that time period. The net effect is 6 less billable student days from the budget cumulatively. As noted in previously the tuition rates have not changed, thus all of the revenue changes are based on enrollment. Cash reported in the *Statement of Financial Position*, is up from this time last year by \$72,000 primarily due to the timing of drawdowns at the beginning of the year. The CUSD is only one month behind in reimbursements as of January [and are current as of March]. Accounts receivables are down by \$93,000, tied mostly to the drawdown scheduling. Accounts payable are comparable to the prior period, up by \$17,000, representing timing. There net assets of \$2.4 million, which is down by \$158,000. This is still a relatively strong number but will be dwindling as the year progresses due to the aggressive budget that the Board agreed to, to make the necessary improvements to student outcomes. Tuition revenue reported in the *Statement of Activities* is up slightly from budget by \$13,000. This is a turnaround since the last meeting as the summer billing has now been reconciled. But the revenue is down by approximately \$26,000 from last year. There are not any notable changes in the other income lines on a net basis. Instructional expenditures overall are \$38,000 greater than budget, and \$61,000 greater year-over-year as the planned expenditures are occurring. Support service expenditures overall are down from budget by \$215,000 but \$42,000 up year over year. Maintenance and operations expenditures increased on a net basis due primarily to rent and changes in custodial contracts and other planned expenses that are occurring. The net results are an overall loss of \$23,000 year-to-date, but an improvement of \$151,000 over budget and \$137,000 down from last year.
- IV. **Principal's Report:** - Dr. Fitzgerald presented the report, due to Ms. Thomas's absence. The report was distributed at the meeting and is attached to these minutes.
- V. **New Ideas Progress Reports:** - Dr. Fitzgerald provided an overview of the process to-date, noting that many faculty and staff from Widener University are assisting with the committee work being completed. It is expected that a new web-site for the WPCS will be operational shortly, which among other benefits will allow for contributions on-line. The committees are developing reasonable lists that can be achieved both in the short and long term. Ultimately the recommendations will come back to the Board for their review then onto the teachers and staff, followed by a presentation to the parents and caregivers

and then to the public. Mr. Hassel provided a summary of the Finance Committee work, with Mr. Gillen and WPCS staff, which covered a wide array of topics to focus on at future committee meetings and future Board meetings. Dr. Wolfe provided an overview of the work that was started with the Academic Committee with Dr. Place and WPCS staff identifying the need for a comprehensive plan, a review of standards and curriculum, how teachers are working toward the standards with cohesive plans and professional development, as representative tasks that are being studied. Dr. Fitzgerald noted that Dr. Place is a retired superintendent from a school district and is bringing an outside perspective to the committee's work. There was significant dialogue among the board members regarding the work done and the possibilities for the future. Dr. Wolfe noted that this will be a process whereby the school needs to take care of the existing students appropriately while making plans for future improvements.

- VI. Old Business:** - Mr. Hassel reminded the board members that the Statements of Financial Interest and Conflict of Interest Forms are due and requested any member needing assistance with this process contact him.
- VII. New Business:** - Dr. Fitzgerald noted that the parents were notified by letter today, the teachers and staff yesterday and the Board last night of the departure of Ms. Thomas. Mr. Baker advised the Board that a national search firm has been engaged that specializes in K-12 education and that a turn-around specialist will be sought as the next principal. The first meeting with the search firm will be held next week.
- VIII. Adjournment:** - Dr. Fitzgerald adjourned the meeting.

Respectfully submitted,

George E. Hassel

Secretary

Board Meeting Principal's Report March 14, 2018

Personnel Summary for the Quarter

Resignations

- Kristie Pollock, Special Education Teacher
- Katelyn Dunning, Special Education Teacher
- Colleen Mekosh, Special Education Teacher

Maternity Leave

- Ashley Mohring- Grade 3
- Courtney Watkins-Grade K

New Hires

- Jenifer Holmes, Grade 1
- Chrishante Strickland-Dandy, Grade K
- Ambria Smith, IT

Position Changes

- Kristy Adamidis, Grade K changing to Special Education

Facilities

- No major facilities initiatives this quarter

Technology

- Ordered 60 laptops and 10 iPads (PECO Grant): Received
- Replacement IT staff person hired: Ambria Smith start date 3/13/18
- Expecting 60 Acer Notebooks 3/14/18 (TD Bank Grant)

Grant Update

- WPCS will be monitored this school year (federal grants). Monitor visit scheduled in April 2018

GRANT APPLICATION UPDATES

There are no current grant applications

Other Reports

- **Three Year Comprehensive Plan-** Plan was successfully submitted to PDE in November 2017. PDE sent an email on 2/5/18 informing us that our plan was accepted for implementation as submitted and no edits are required.

Teaching and Learning

- Math consultant-Dr. Joy Anderson Davis continues her PD work with teachers
- Link it! Data Warehouse: Next round of math and ELA benchmarks to occur in March 2018
- 3rd marking period progress reports were distributed in March. End of marking period 3 is 4/6/18
- PSSA testing for grades 3-8 begins April 9, 2018

School Culture/Discipline

- “Underdog” Initiative was introduced. Teachers nominated hard working students and their names were entered into our “underdog” raffle. Twenty students were awarded Walmart gift cards (donated by a parent) for their hard work via the raffle during assemblies on 2/15/18.

WU/Community Partnerships/Engagement Activities

- YMCA after school partnership grades 5-8 Tuesdays
- Aramark Monthly Incentive Partnership continues
- Field Placement Students in Education
- Social Work interns
- Psychology Interns
- Nursing Interns
- WU Science Club partnership with 7th and 8th grade
- Mobile dentist: Friday, January 19, 2018: Twenty-two students were seen by the dentist at WPCS. Sixty-three sealants were placed, thirty-one fillings were done, and eleven orthodontic referrals were made as a result of the Mobile dentist visit.
- 3/1/18 Nursing Student taught a lesson in a 3rd grade class “The importance of good hand washing”
- Nutrition Student taught a lesson in a 4th grade class on 3/9 “How to read food labels”

Parent Partnerships/Engagement

- Monthly Parent Caregiver Council Meetings: Next meeting Thursday 3/15 @5:30 pm. Guest speakers about Nutrition and Social Work Resources. February Meeting’s guest speaker was Julani Ghana of the College Access Center
- Book Fair December 5th – 15th
- Annual Family Literacy Night: January 25th
- Annual Family Math Night: Thursday, 3/22/18 @ 5:30 pm

Student Activities

- Field Trip: Franklin Institute December 13th 3rd
- Basketball Club December 13th – April 5th, grades 5 – 8
- Field Trip: Penn Museum December 15th 6th grade
- Annual Winterfest December 22nd grades K-4
- Field Trip: Museum of American Revolution January 25th, 5th grade
- Honor Roll Assemblies February 6th, grades K-8
- Field Trip: Fresh Baked Theatre February 13th, 2nd grade
- Field Trip: Academy of Natural Sciences February 28th, 1st grade
- Pennies for Pasta Fundraiser: Kickoff March 6th, grades K-6
- Field Trip: The Grand Opera House March 14th, grades K & 4th

Enrollment

- Summary by Grade as of

| Grade Level | Total in Grade |
|--------------------|-----------------------|
| K | 60 |
| 1 | 57 |
| 2 | 53 |
| 3 | 59 |
| 4 | 49 |
| 5 | 42 |
| 6 | 35 |
| 7 | 34 |
| 8 | 28 |
| Total | 417 |

-END-

Prepared and Submitted by April L. Thomas, M.Ed., Principal/CEO