

Integrated Day Charter School  
Governing Board Minutes  
April 14, 2010

Absent: Scott Swartz

No Public Comment

●A motion was made by Michele Devine and seconded by Dr. Frank Maletz to accept the March 17 minutes. It passed 10-0, with Jason Jones abstaining.

●A motion was made by Jason Jones and seconded by Michael Seroussi to modify the agenda, tabling the Director's report temporarily. It passed 11-0.

Standing Committee Reports

●Governance—The committee is developing a plan for reviewing policies. Work continues on the missing policies and the director's and business manager's evaluation for next month.

●Planning—A proposed plan was shared with the Board for Strategic Plan Development consisting of two half days at a cost of \$2,400. June 5, from 9 a.m. to 1 p.m., was suggested. Some prep work will be required ahead of time, including reviewing the plan completed by Tom Reynolds in 2006. Dr. Maletz recommended using Bob Albright, a potential facilitator, based on a very positive experience in E. Lyme Schools.

A motion was made by Michael Seroussi and seconded by Jason Jones to make the proposed plan an action item. It passed 11-0.

●Curriculum--did not meet this month.

●Finance – The EECP is now running at a profit of almost \$4,000. Anna James will send a letter to day care employees informing them that if collections keep up they will see a wage increase.

Budget—Some cuts have been made in line with last years cuts. The insurance costs projected for 2010-2011 have decreased, from 17% to 15%. The two new hires have been budgeted at the top step.

Laura McMahon reported on the recommendations from the Non-contract Employee Compensation Task Force. One additional recommendation should be added to the list provided by the Task Force: "Maintenance staff called in, when not scheduled to work, will receive a minimum of three hours pay. If he/she worked beyond the three hours, the hourly rate would be paid."

The Board requested information on how the recommendations would impact the budget.

## Recommendations from Non-Contract Employee Compensation Committee

### **Recommendation 1: Change from 3 levels to 4 levels**

Level 1 -- full time, 12 month, Manager/Supervisor  
Level 2 -- full time, 12 month, Regular (30 hr. week minimum)  
Level 3 -- full time, 10 month, Regular (30 hr. week minimum)  
Level 4 -- part time, less than 30 hrs. week

(10 month and 12 month employees previously 1 level)

### **Recommendation 2: Add holidays\***

Level 1 & 2 (FT, 12 mo. employee): Add five holidays = 12 total

Level 3 (FT, 10 mo. employee): Give holidays that fall during 10 month school calendar  
= 11 total

Level 4: No change

\*Change current practice to: Can only take time off during scheduled work time

### **Recommendation 3: Increase PTO amounts based on 38 days off (maximum) plus 12 holidays = 50, below average of 51 days off on benefits spread sheet used by Committee\***

Level 1 & 2 (FT, 12 mo. employees)

1-5 yrs. 5.38 hrs. per wk.  
6-12 yrs. 5.55 hrs. per wk.  
13+ 5.85 hrs. per wk.

\*Maximum:  $5.85 \times 52 \text{ wks.} = 304.2 \text{ hrs.}$  divided by 8 hrs. = 38.025 days plus 12  
holidays = 50 days (below the average of the benefit days on the spread sheet  
committee worked from)

Level 3 (10 mo. employees)

10 month employees in other districts only get sick and personal time, no vacation  
time = lower accrual rate

1-5 yrs. 3.08 hrs. per wk  
6-2 yrs. 3.85 hrs. per wk.  
13+ yrs. 4.02 hrs. per wk.



**2010-2011  
SCHOOL CALENDAR  
INTEGRATED DAY CHARTER SCHOOL**

Hot Lunch Begins Sept. 1 School lunch \$ 1 <sup>st</sup> day					<p align="center"><b>OPENING DAY FOR STUDENTS: September 1, 2010</b>  <b>CLOSING DAY: June 14, 2011 (if no snow days)</b>  <b>181 Student Days, 188 Staff Days</b>  <b>First Day of School: September 1, 1 p.m. Dismissal (Pre-K's start September 2)</b></p>																								
<b>Home Visits in August</b>					<b>October, 2010 (19)</b>					<b>November, 2010 (19)</b>					<b>December, 2010 (17)</b>					<b>January, 2011 (20)</b>									
<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>					
30 PD	31 PD	01 1 p.m.	02 preK IDEA	03 noon					1	01	02	03	04	05 noon			01	02 IDEA	03 noon	03	04	05	06	07 noon					
LD	07	08	09	10	04	05	06	07 IDEA	08 noon	08	09	10	VD	12	06	07	08	09	10	10	11	12	13	14					
13	14	15	16	17	CL	12	13	14	15	15	16 report cards	17 SLC noon	18 SLC noon	19 SLC noon	13	14	15	16	17	MK	18	19	20	21					
20	21	22	23	24	18	19	20	21	22	22	23	24 1 pm	TR	TR	20	21	22	23 1 pm	24 HR	24	25	26	27	28					
27	28	29	30		25	26	27	28	29 PD	29	30				27 HR	28 HR	29 HR	30 HR	31 HR	31									
<b>February, 2011 (15)</b>					<b>March, 2011 (23)</b>					<b>April, 2011 (16)</b>					<b>May, 2011 (21)</b>					<b>June, 2011 (10)</b>									
<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>					
	01	02	03 IDEA	04 noon		01	02	03	04 noon					1 noon	02	03	04	05 IDEA	06 noon			01	02	03 noon					
07	08	09	10	11	07	08	09	10	11	04	05	06	07	08	09	10	11	12	13	06	07	08	09	10					
	15	16	17	18	14	15	16	17	18	11	12	13	14	15	16	17	18	19	20	13	14 1 pm	15**	16**	17**					
21 WR	22 WR	23 WR	24 WR	25 WR	21	22 report cards	23 SLC noon	24 SLC noon	25 SLC noon	18 SR	19 SR	20 SR	21 SR	22 GF	23	24	25	26	27	20**	21**	22	23	24					
28					28	29	30	31		25	26	27	28	29	MD	31				27	28	29	30						

**HOLIDAYS, VACATIONS AND PROFESSIONAL DAYS**

<p><b>First Student Day:</b> September 1, 2010 (Pre-K's start Sept. 2)</p> <p><b>LD - Labor Day:</b> September 06, 2010</p> <p><b>CL - Columbus Day:</b> October 11, 2010</p> <p><b>VD - Veterans Day:</b> November 11, 2010</p> <p><b>TR - Thanksgiving Recess:</b> November 25 &amp; 26, 2010</p> <p><b>HR - Holiday Recess:</b> December 24 – January 1, 2011</p> <p><b>NY – New Year's Day:</b> January 1, 2011</p> <p><b>MK - Martin Luther King Day:</b> January 17, 2011</p> <p><b>WR - Winter Recess/President's Day:</b> February 21 &amp; 22, 2011</p> <p><b>SR - Spring Recess:</b> April 18 – 22, 2011</p> <p><b>GF - Good Friday:</b> April 22, 2011</p> <p><b>MD - Memorial Day:</b> May 30, 2011</p> <p><b>ED - Early Dismissal</b></p> <p><b>PT* – Parent-Teacher Conferences (Early dismissal for students)</b></p>	<p><b>Report Card Dates</b> November 16, March 22, last day of school</p> <p><b>Student Led Conferences</b> November 17-19, March 23-25</p> <p><b>Mastery Testing Dates</b> March 1-26</p> <p><b>Research Night</b> To be determined</p> <p><b>PD – Professional Development Days (Noon Dismissal)</b> Every first Friday of the month, except Oct. (1/2 day is on 8<sup>th</sup>) October 29, 2010 (no school)</p> <p><b>Religious Holidays (school in session)</b> Three Kings – January 6, 2011 Passover – April 19, 2011 Hanukkah – December 2, 2010 Rosh Hashanah – September 9, 2010 Ramadan – August 11 (30 days)</p>
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\*\* - In the event of a harsh winter, teachers & students should plan to attend school on these days. Student & Parents are also reminded that summer vacations should not be planned until after the last day of school, should the dates in this calendar be needed to make up snow days.

**Governing Board meetings are usually held on the third Wednesday of the month at 5:30 p.m. Please confirm the date at our web site, [www.idcs.org](http://www.idcs.org)**

**\*If one from each group goes off each year, can only have three years they go off in because there are only three classes or types of members. Each term is for four years. Brianne Temple, for example, was elected in 2009 and will go off in 2013, unless reelected.**

**2011: Jason Jones – P  
George Rezendes – C  
Jen Spangle – T  
Scott Swartz – P**

**2012: June Morrone – T  
Laura McMahon – P  
Mary Osten – T  
Richard Bennett – C**

**2013: Dr. Frank Maletz - C  
Michael Seroussi - P  
Brianne Temple - T  
Michelle Devine - C**

**When the current term expires the next individual to occupy a position will have their term expire based on the group that they are in. The term for Group #1 expires in 2014, the term for Group #2 expires in 2015, the term for Group #3 expires in 2016 and the term for Group #4 expires in 2017. This means that some terms will be three years and some terms will be four years during the transition period. After 2017 all board member terms will be four year terms as specified by the current by-laws.**

<b>Terms Expire 2014</b>	<b>Terms Expire in 2015</b>	<b>Terms Expire in 2016</b>	<b>Terms Expire in 2017</b>
<b>#1 C</b> George Rezendes - 2011	<b>#2 C</b> Richard Bennett 2012	<b>#3-C</b> Dr. Frank Maletz 2013	<b>#4-C</b> Michelle Devine 2013
<b>#1 P</b> Jason Jones 2011	<b>#2 P</b> Scott Swartz 2011	<b>#3-P</b> Laura McMahon 2012	<b>#4-P</b> Michael Seroussi 2013
<b>#1 T</b> Jen Spangle 2011	<b>#2 T</b> June Morrone 2012	<b>#3-T</b> Mary Osten 2012	<b>#4-T</b> Brianne Temple 2013

## Ad Hoc Committee Reports

- Building—The committee met with the architects to review the preliminary design for the blue building. The design will need some reworking. The committee is moving toward the building specs and bids/cost estimates. Child care and the preK classes will be housed in the blue building.

- Non-contract Employee Compensation—The goal of the task force was to look at needed changes and develop a goal for benefits, separate from the budget process. George Rezendes mentioned it is important that we don't let the budget drive the benefits package but rather develop the model, as we did with the salary schedule, along with a transition plan to move individuals toward the goal once it is determined what is feasible.

No Business Report

## Discussion/Action Items

- The Medical Policies were tabled until next month, pending review by Dr. Maletz and another medical professional.

- A motion was made by Michael Seroussi and seconded by Michele Devine to approve the 2010-2011 Calendar, with possible changes to some of the IDEA meeting dates. It passed, 10-0, with Jen Spangle abstaining. The staff will review the IDEA meeting dates.

- A motion was made by Brianne Temple and seconded by Dr. Frank Maletz to implement the Board Member Transition Plan as long as it is consistent with the bylaws. It passed 11-0.

- George Rezendes will check on the availability of the consultant for the Strategic Plan Development workshop on June 5. A motion was made by Michael Seroussi and seconded by Dr. Frank Maletz to allocate funding, hire a consultant and go forward with the plan for the workshop. It passed 11 to 0.

## Director's Report

- The charter school directors will meet in May. The legislature is vacillating on funding and a staff person is needed to keep abreast of this as well as other charter school issues (see letter to charter school directors). The full time position would be funded through dues charged to each charter school. This will be up for discussion at the May meeting.

- Eastern Connecticut State University has invited area 5<sup>th</sup>-7<sup>th</sup> graders to College Knowledge Day on June 2. We are first on the waiting list to attend.

- Our 7/8 students will participate in Pfizer's Sam Jam (Science & Math) during the first week of May. Julia Cronin is coordinating this.

●A motion was made by June Morrone and seconded by Laura McMahon to go into Executive Session to discuss personnel matters. It passed 11-0.

A motion was made by June Morrone and seconded by Laura McMahon to return from Executive Session. It passed 11-0.

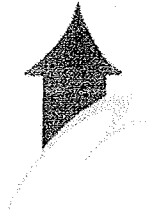
No action was taken following Executive Session.

The meeting adjourned at 7:30 p.m.

**Next meeting: May 19, 2010, 5:30 p.m.**

Integrated Day Charter School  
Director's Agenda Items  
April 14, 2010

- I Empty Bowls
- II College Knowledge Day, at Eastern Connecticut State University.
- III 2010 -2011 Academic Calendar
- IV Parent letter
- V Personnel Information (executive session)



## Connecticut Charter School Network

Dr. Michael Sharpe · President  
[sharpem@jumokeacademy.org](mailto:sharpem@jumokeacademy.org)

Dear Charter School Directors

As you will read in the below article the financial position of charter schools, already precarious from three years of no-cost of living increases, continues to be threatened as the governor's office and legislators debate additional reductions to balance the state's budget.

Several legislative budget and educational committee hearings have been held over the past several weeks most of which have been well attended by a few charter schools; numerous other meetings and discussions are on-going on behalf of Connecticut charter schools. Those discussions include important issues such as:

- Increases/decreases in funding levels for charter schools
- Equity in funding for charter schools (\$ follow the child and other proposals)
- Lifting the cap on charter school enrollment for achieving schools
- More restrictive regulations involving charter schools
- Etc

I would be less than honest if I did not state that I have been seriously disappointed by the lack of involvement of various charter schools around the state- given the serious implications that these decisions can and will have on charter schools in CT.

I am very aware of the difficulty that charter school directors face in trying to operate a quality school while engaging in advocacy issues on a state-wide level. Nonetheless, the on-going debates nationally and locally and the eventual outcomes of those discussions will profoundly impact Connecticut charter schools for better or worse; in many ways the decision is in our hands.

We have an opportunity to move those discussions regarding funding, increased regulation, etc., in a direction that is positive for charters. However, our major disadvantage is the lack of cohesiveness amongst the charter schools in Connecticut.

I will be sending out invitations to the directors of charter schools to attend a critically important meeting during the month of May. At this meeting it is my hope that we finalize plans on how Ct charter schools can gain a voice in the state-wide discussion on issues impacting us.

Included in the discussion for this meeting will be an up or down vote on the following items:

1. Organizing a dues structure to support a full time staff position
2. Authorizing the creation of a full time staff position
3. Setting the top agenda items that charters wish to impact over the next 12 months
4. Shared BEST practices academic, management and financial

Prior to the meeting members will be provided with draft recommended "job description" based on prior member input. Secondly, a draft proposal on by-law amendments that clearly outline roles, responsibilities and rights as a member of the network. It will be very helpful if members have read and reflected on those drafts prior to the meeting. This will allow conversations to be resolution oriented. It is very important that our charter school network step-up and assert itself as a professional association that is actively engaged in the decisions being made impacting charter schools.

The tone of this email is somewhat urgent-stern because I am not sure if membership is fully aware that CT's current financial crisis can spell serious problems for the continuation of charters in CT; or we can use the crisis as an opportunity to improve the future position of charters.

Please read the below article; it strongly suggests that discussions are taking place at the state capitol at this very moment that would result in a reduction of funding for charter schools. Seriously!

Thank you for your on-going and future support.

Michael Sharpe

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CT Mirror News

***New administration plan revives talks with legislators to reduce 2010 deficit***

But the administration's latest plan also embraces some spending reductions first suggested by the Democrat-controlled Appropriations Committee earlier this month. These include a wide array of education-related cuts targeting transportation, charter schools and bilingual education programs, further cuts to social services, and elimination of several vacant positions in both the Judicial and Executive branches.

***By Keith M. Phaneuf***

With just 12 weeks left in the fiscal year, Gov. M. Jodi Rell and the Democrat-controlled legislature moved closer Thursday to agreement on eliminating the current \$371 million deficit--without tax hikes--based on a compromise plan offered Monday by Rell, sources close to the administration and the Democratic caucuses said.