

**Early Childhood Academy PCS and ECA Support Corporation  
Board Meeting Minutes  
885 Barnaby St. SE, Washington, DC 20032**

**Call to Order**

Tuesday, September 24, 2019 6:30 p.m.

**In attendance:**

Wendy Edwards, Thann Ingraham, Debra Foster, Dennis Sawyers, James Williams, Arleta Fleet, David DeSchryver, Patrick Akers, Burnell Holland, Floyd Haynes, Debra Hall, with ECA administrators: Rasheda Davis, Nekesha Tucker, Yesenia Menjivar, Sharon Maxwell, and Ennio Tupa.

**Board Walk Through and Presentation**

At the September 24<sup>th</sup> board meeting the ECA joint Board of Trustees took a walk through of ECA's new home and presented members of ECA's administrative team with bonuses for their exemplary performance during the acquisition of ECA's new school facility. See below.

<b>Employee</b>	<b>Bonus Amount</b>
Debra Robinson-Foster	\$10,000
Ennio Tupa	\$5,000
Nekesha Tucker	\$5,000
Sharon Maxwell	\$5,000
Rasheda Davis	\$5,000
Thann Ingraham	\$10,000
Wendy Edwards	\$10,000
Yesenia Menjivar	\$5,000

**ED Report**

**The New Building**

ECA officially moved into the new building on August 12, 2019 and received our Certificate of Occupancy on August 23, 2019. Currently, there remains a significant punch list of repairs that need to be completed by our general contractor, Meridian Construction due to continue over the next several months.

**Enrollment**

For the 2019 – 2020 school year, ECA budgeted for 250 students, and were funded for 268 students by the state. Current enrollment is at 285 students, which if maintained by the October enrollment audit will place our local school funding significantly above projection.

**Staff**

There is currently a vacancy for a special education teacher. All other positions are filled.

**Prospective Board Member**

The ECA Board of Trustees reviewed the resume for prospective board member, Dr. DaNa Carlis.

**RFP Update**

The following vendors were awarded contracts since the meeting in May 2019 (see below).

<b>Vendor</b>	<b>Service</b>
Hertz Furniture and School Outfitters	Classroom and Office Furniture for new building
Urban Teachers	Provide resident teachers
Motir	Janitorial services
End to End for Special Education	Special education services
Heavenly Edibles	NSLP

**Principal’s Report**

**Reaccreditation Process**

ECA is in the process of pursuing reaccreditation through Middle States Association. The current accreditation will expire on December 1, 2021. Middle States Association will assess how the school performs in 12 key areas that make up Standards for Accreditation.

**Charter Renewal**

At the end of 2019 – 2020 ECA will have been in operation for 15 years. An extensive review of the school’s performance must be completed by the DC Public Charter School Board (DC PCSB) in order to continue operating its charter.

### **Financial Manager's Report**

August 2019 financial statements will be submitted electronically.

### **Financial Audit**

Two auditors could be engaged this year, Kendall, Prebola, and Jones and Cohn Reznick for ECA Support Corporation. A consolidation of both companies is projected. We are working with both firms to determine the best audit solution.

### **Medicaid Audit**

ECA's Medicaid audit for FY 16-17 completed in June 2019 by Myers and Stauffer, LLC resulted in two adjustments. Adjustment (1) to adjust total IEP students and Medicaid IEP students to verified amounts per provider's records, and adjustment (2) to adjust the reported Medicaid Claims Paid to reflect the gross up amounts per the MMIS data report received from DHCF.

### **Approval of Board Minutes**

Minutes May 2019 were approved electronically by the board.

### **Confirmation of Next Meeting**

TBD

**Meeting adjourned at 9:00 pm**