

**Early Childhood Academy PCS
Board Meeting Minutes
885 Barnaby Street SE Washington, DC 20032**

Call to Order

Tuesday, March 22, 2022
6:30 p.m. (via Zoom)

On the call:

Wendy Edwards - Executive Director, Thann Ingraham – Deputy Executive Director, Pamela Faulcon – Principal, Debra Foster – Chief Financial Officer, Dennis Sawyers – Board President, Eric Bellamy - Treasurer, James Williams, Arleta Fleet, DaNa Carlis, Deborah Hall, David DeSchryver, Chanielle Lancaster, and Gerald Jaynes.

Executive Director’s Report

UPSFF Funding Increase

Mayor Bowser has announced a 5.9% increase to the uniform per student funding formula (UPSFF) foundation level for DCPS and DC public charter schools for FY 2023. As a result, ECA has made the decision to use this increase in funding to boost our teacher and associate teacher compensation scales by 5%. Other staff will receive a 3% cost of living increase for the 22-23 school year. Because of this year’s lower enrollment of 231 students, we want to remain conservative in our salary increases as we push to increase enrollment for next school year.

According to a 2021 Washington DC Compensation Study completed by EdFuel in December 2021, ECA’s median teacher salary is significantly lower than the median salary for teachers in other DC public charter schools who participated in the study. We realize this scale can be a factor in our ability to hire and retain high quality teachers. With the 5% salary increase for teachers and associate teachers, we will move closer to compensation equity with other public charter schools.

Principal’s Report

Accreditation Visit

ECA is in the process of getting re-accredited by Middle States Association and participated in phase one of the process on Friday, March 18th. Stephen Rountree, a middle states reviewer is serving as the chair over our application. Mr. Rountree conducted interviews with our

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leadership and finance teams to gain an understanding of the policies and procedures that are in place. Mr. Rountree also conducted in person classroom visits to all our general ed and special education classrooms. The final phase of the process which includes virtual interviews over twelve standards with board members, leaders, administrators, teachers, and parent representatives will take place over a three-day period on March 28th through March 30th. In preparation for the upcoming final phase, we have planned daily meetings with the entire team to review the information gathered that supports evidence of the standards. Following the final phase, the accreditation team will provide its recommendations to the Middle States Association (MSA) board. The school will be officially notified of its accreditation status after the MSA board meets in the fall.

Summer School Plan

Summer school will be held during the month of July 2022. Although all our students would benefit from extra support, based on our Measures of Academic Progress (MAP) and Every Child Ready (ECR) data as well as overall student performance our first and second grade students have the greatest needs and will be the target audience of summer school. We plan to target reading foundational skills, reading fluency, reading comprehension, math number sense and problem solving. Students will be engaged for a 2-hour reading block and a 2-hour math block during the morning. Enrichment will be available during the afternoons from 2:00 pm – 6:00 pm for families who want to enroll their child in the full day program.

Financial Report

Debra Foster reported on the Comparative Financial Statements for the seven months period ended on January 31, 2022.

The Statement of Financial Position as of January 31, 2022, showed total asset of \$26,423,026 which represent a 2% increase over the prior year's \$25,948,421. Current assets consist of \$9,851,408 of total assets, a 10% increase over the prior year's \$8,942,184: and total cash and cash equivalents as of January 31, 2022, of \$8,753,894, a 5% increase over the prior year's 8,306,479. The increase in cash and current assets were due to the use of funds provided by from grants and the ESSER funds received that were covid related.

Total liabilities of \$18,502,352 decreased from \$18,559,513, which was less than 1% decrease. Current liabilities of \$1,061,741 as of January 31, 2022, decreased from \$1,068,996 which represents less than 1% decrease. Net assets for the January 31, 2022 period end were \$7,920,674 which is up 7% from the prior year's net assets of \$7,388,909.

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The Comparative Statement of Activities for the seven months ended January 31, 2022, show total income of \$4,961,114 an increase from the prior year's income of \$4,760,666. The 4% change represents an increase in covid 19 grant funding. Grant funds increased with instruction back in person in first quarter 2021 compared to virtual instruction and low participation in food distribution to our families in 2020.

Total expenses were \$4,286,703 an increase of 19% over the prior year's expenses of \$3,596,785. This increase represents increases in salaries by 24% due to more positions in current year to assist with a return to in person instruction and the need for 15 classroom aides and additional staff position to handle covid issues and learning loss issues. Staff training expenses, textbooks, food service expenses, contracted building services and renovations expenses to allow for social distancing all resulted in an increase in total first quarter expenses. This resulted in net income for the seven months ended January 31, 2022 of \$674,411 a 42% decrease over prior year's net income of \$1,163,681.

Overall, we continue to have a strong balance sheet with a very strong current ratio but our budgeted enrollment of 245 students will fell short this year, a result of COVID and enrollment is at 231 students. Additionally, ESSER grants have been awarded and are being used to address learning loss and covid related damages.

Medicaid Audit

On February 2, 2022 ECA was contacted by Myers & Stauffer LC who has been contracted by the Department of Health Care Finance (DHCF) to conduct the Medicaid audit for FY 19-20 (October 1, 2019 – September 30, 2020). The Medicaid audit is currently in progress.

Approval of Board Minutes

The board approved minutes for October 26, 2021 via email. Board minutes for January 25, 2022 will be approved by the board via email.

Confirmation of Next Meeting

Tuesday, May 24, 2022

Meeting adjourned at 7:15 pm