



DATE: February 16, 2016, 5:00 pm

LOCATION: 2501 Centerville Road, Wilmington DE [Main Office]

I. Come to Order and Attendance - 5:00 p.m.

In Attendance: Tim Griffiths, Dorcell Spence, Pam Draper, Nate Schwartz - Parent Director, Ray Pendley - Teacher Member, Richard Riggs - DOE Liaison

II. Approval of October Minutes

- Ms. Draper made a motion to approve the October 2015 minutes.
- Minutes were unanimously approved.

III. Review of January 31, 2016 Financials (Budget Highlights, Detailed Activity, Website Report)

- Dorcell Spence reviewed the Budget Highlights
- Brook Hughes has provided the final calculations on teacher revenue.
- The 2015-2016 school year has been the healthiest in the school's four years.
- Tim Griffiths discussed using funds for a retention bonus for teachers and staff.

Discussion ensued about budget concerns for SY 2017:

- Currently the budget is expected to grow by \$58,567
- There will be an addition of \$25,000 to the budget as this is the last year for the licensing agreement with the Lab School of Washington.
- Christina School District layoffs could result in \$65,000 reduction in funds.
- There has been a cumulative loss of \$74,726 since the school's opening.

IV. Pupil Accounting & Staffing Review - Tim Griffiths

- The committee discussed EPER pay and how it is disbursed.

- Mr. Griffiths discussed staffing and pupil accounting revenue.
- This school year, vacant positions for two teachers and the counselor were filled.
- Two paraprofessionals were added to the budget to assist with two students with an E.D. Classification using Title I funds.
- Mr. Griffiths is increasing marketing efforts targeting 3rd grade enrollment. March 1st DOE will calculate the prospective unit count for 2016-17.

V. 2015-2016 Final Budget & Salary Policy Review – D. Spence/Tim Griffiths

VI. Vote on Recommendation to Approve Final Budget for 2015-2016 - P. Draper

- Motion was made by Ms. Draper to approve the final budget for FY2015-17.
- The budget was unanimously approved.

Meeting adjourned: 6:05 pm