



**Elm City Montessori School  
Board of Trustees Meeting Minutes  
5 September 2019**

Attendees: Mira Debs, Adriana Joseph, Jose Cuapio, Keith Krolak, Eliza Halsey, Susan Clark, Haci Catalbasoglu. Alayna Stone, Julia Webb, and Dave Low joined by phone.

Meeting was called to order at 6:02 pm. Prior to the meeting, several members of Board toured the recently renovated Primary Education wing of ECMS.

**I. Meeting Minutes**

- A. The July 2019 meeting minutes were unanimously approved.

**II. Public Participation**

- B. No members of the public attended.

**III. Principal Report**

- A. Staffing
  - 1) All positions for guides and assistants have been filled
  - 2) Ala Ochumare has been hired as ABAR Organizer
- B. Curriculum and Learning
  - 1) Building Instructional Team to review plans and work and plan for Staff Professional Learning.
  - 2) Focused work on walk throughs to support Social Emotional Learning (SEL) and Academics/Lessons
- C. Operations
  - 1) There have been several challenges associated with changes in NHPS bus schedules and stops, Blake Street set up/transition, and Operations prioritization and execution

**IV. Executive Director Report**

- A. Finances
  - 1) ECMS monthly expenditures are on target
  - 2) ECMS received its first NHPS quarterly payment (due July 15<sup>th</sup>) in mid-August. The second quarterly payment is due September 15<sup>th</sup>.
  - 3) ECMS is in the process of developing a proposal to the Graustein Memorial Fund to advance ABAR work at ECMS. The proposal is due September 15<sup>th</sup>.
- B. Contracts and Renovations
  - 1) Renovations at the Primary classrooms were completed prior to the return to school in late August
  - 2) The entire ECMS is now in the Blake Street location and has vastly improved the internal operations of the school
- C. Community and External Relations
  - 1) Visits to ECMS will begin again in October to give classrooms time to settle in.
  - 2) New Magnet Resource Teacher, Dave Weinreb, will facilitate the new Green Team in the planning/design of outdoor spaces; ECMS is exploring a partnership with the Schoolyard Habitat Program at Common Ground to support this work.
  - 3) ECMS will host a Yale Public School Intern this year, in partnership with the Yale Office of New Haven & State Affairs
  - 4) Friends Center for Children has begun space renovations and plans to begin programming on September 29<sup>th</sup>.
- D. Student Recruitment/Enrollment
  - 1) ECMS has enrolled 72 new students for the 2019-20 school year.

- 2) The demographic breakdown of new students is: 46% Black, 15% Latinx, 33% White, 5% Asian. The demographic breakdown of 1st choice New Haven applicants was ~ 39% Black, 34% Latinx, 31% White, 5% Asian, 1% Native American/Pacific Islander.

**V. 5-Year Facilities Plan**

- A. ECMS Five Year Facilities Plan was reviewed with the board
- B. The Plan outlines expected ECMS growth of student population and physical plant expectations

**VI. Fiscal Year 2020 Budget Updates**

- A. FY2020 ECMS budget was reviewed in detail with the Board.

**VII. Action Items**

The Board agreed to hold a half day board member retreat on 16 November 2019 at a location to be determined.

Meeting adjourned at 7:37 PM

Meeting Minutes respectfully submitted by Keith Krolak.