



Elm City Montessori School
Board of Trustees Meeting
September 1, 2022

I. Approve July Meeting Minutes

Moved by Mira, seconded by Alayna, approved unanimously.

II. Public Participation

III. Principal's Report

People Leadership

Staffing

Hiring: Staff for 2022-2023 School Year:

- All lead guide roles filled
- Two recent vacancies (Outdoor Learning, Primary Swing Assistant) need permanent staffing. Currently filled by long term substitutes.
- Montessorian of Color Training Program: promoting 4 BIPOC assistants into lead classroom positions

Curriculum & Learning

School Improvement Planning & Goal Setting

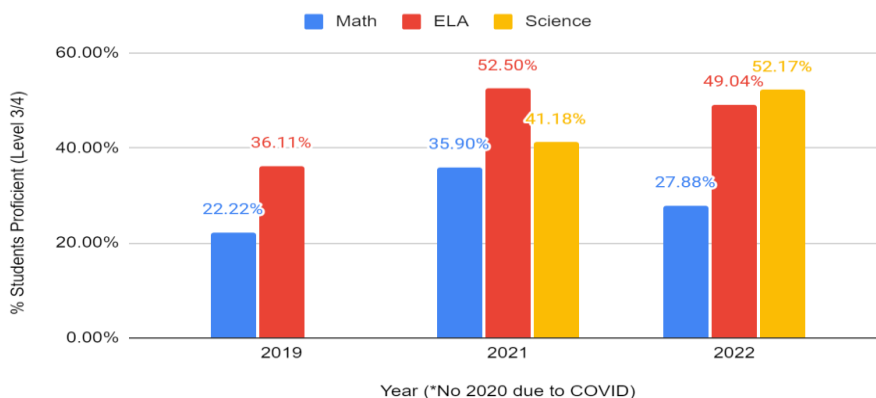
Staff and leadership met to review data from this year and plan for the work for the school year 2022-2023. Drafted initiatives for next year's [School Improvement Plan](#).

Academic Data and Next Steps:

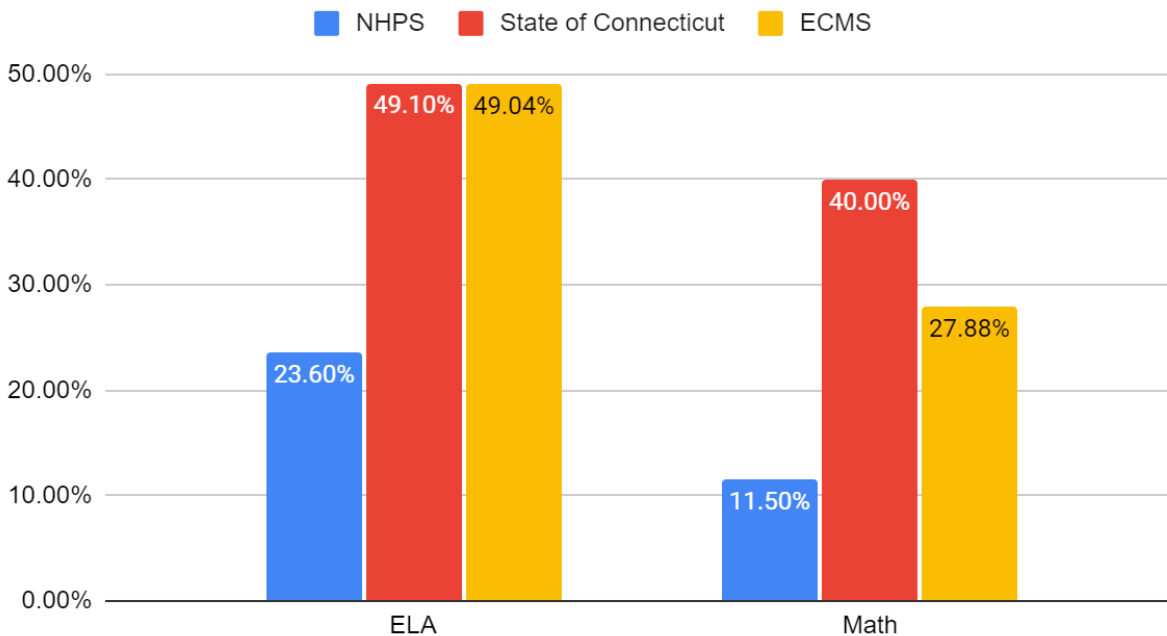
Smarter Balance Assessments

- Lower rates for proficiency in both math and reading compared to 2020-2021, higher than pre-COVID (2019 & 2020)
- Growth trending still in positive direction, meeting growth goals from Corrective Action Plan overall

SBA Performance 2019-2022



SBA Performance 2022



Both the State of Connecticut and New Haven Public Schools have decreased proficiency in both Math and ELA since 2019 (CT 6-8%, NHPS 10% decline).

Next Steps

Assessment data shows successful implementation for phonics instruction in grades 2-3 and standards based reading instruction in grades 4-7. We need continued phonics instruction with K-1

Reading

Continued implementation and refinement around Structured Literacy ([Reading Plan 2022-2023](#))

- K-3: Expanded material and access for phonic instruction/science of reading and implementation of student discussion and writing
- 4-8: Alignment between reading rubrics and assessments that include student writing

Progress & Professional Learning

- Tier 1 Reading Instruction Training on September 13th
- Continued training and strategies (bimonthly)
- Data teams with progress monitoring and next steps (bimonthly)

Math Tier 1 Instruction and Tier 2 Intervention:

Based on school wide data, Math is an area of growth across the school. We are using the following strategies to increase math foundational skills and practice for all students ([Math Instruction 2022-2023](#))

- SIP focus area: Math Fluency and Problem Solving with monthly professional learning

- Tier 1: Level Teams implementing Problem Solving rubric and processes and Fluency materials and practice
- Tier 2: Continued interventions and iReady for foundational skills

Progress & Professional Learning

- Math Instructional focus introduced to all staff at Core Training
- Math Lesson Study with Problem Solving/Fluency work included (monthly)
- Math Data Teams to monitor student progress and identify next steps (bimonthly)

IV. Executive Director Report

ECMS Executive Director Updates September 2022

Finances/Fundraising

Finances:

- Average monthly expenditures for FY23 are \$163,384.37 for ECMS-managed funds
- \$870,332 in cash on hand as of July 31, 2022

NHPS/CSDE: ECMS received the fourth quarterly FY22 payment of \$480,242.50 from NHPS on 8/29/22. We are still awaiting \$55,432 in School Readiness funds. ECMS has received one quarterly FY23 CSDE payment totaling \$215,250. The CSDE annual report is due October 21, 2022.

Financial Reporting: The annual Education Financial System (EFS) report is due September 1, 2022. Henry, Raymond, Thompson's FY22 audit site visit is scheduled for the week of September 6th.

PPRRSM: ECMS currently has \$250,000 in PPRRSM funds. At its July meeting, the Board approved that any additional funds from the FY23 budget be allocated to PPRRSM.

Facilities/Operations

Energy Audit: The Capital Planning Committee recommends proceeding with Earthlight's energy efficiency proposal.

Architectural Projects: The Capital Planning Committee approved architect Andrei Harwell's proposal for second floor redesign and for assistance preparing the RFP for a facilities master plan. Initial work began in August; second floor drawings are scheduled to be completed by November.

Future Facilities Projects: Seal-Tite, Inc has quoted \$73,500 to replace the roof above the Valley St. offices, noting that HVAC units must be lifted and the duct work removed from the roof surface in order to complete roof work. The quote from Preferred Restoration for the same space was \$65,000. GR Wade is scheduled to assess the HVAC units on September 12th and

provide a quote for recommended HVAC work. We are in the process of engaging other vendors to evaluate and quote needed HVAC repairs.

Community & External Relations

FY23 MOU: We are still awaiting a finalized copy of the FY23 MOU from NHPS which will be shared with the ECMS board for final review and approval. ECMS leadership is working to schedule a meeting with NHPS leadership to finalize FY23 MOU, arrange a school visit for BOE members and plan for the ECMS charter renewal hearing.

Charter Renewal: Charter renewal applications are due to the CSDE on September 9, 2022. A public hearing on charter renewal will be scheduled between October and December 2022. A CSDE site visit will be scheduled between November and January 2023. *Enrollment:* We currently have 290 students enrolled for 2022-23. We anticipate our final enrollment will be 295 students, 5 fewer than projected. Our current attrition rate is 13% (38 of 282 students enrolled 10/1/22)-- 17 additional students withdrew since July. Of the students who withdrew, 9 students (24%) moved out of New Haven, 8 students (21%) enrolled in other New Haven charter schools.

New Haven Early Childhood Council: ECMS ED began as chair of the NHECC School Readiness Committee in August, replacing Sarah Fabish of the Community Foundation who recently retired. In addition, Eliza will continue serving on the Executive Committee of the Council.

VI. Committee Updates

VII. Action Items

- Vote to approve Earthlight energy project proposal: some upfront costs, significant savings over time

Moved and seconded, passed unanimously