

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, APRIL 9, 2015**

Present: Nelson Blish, Megan Bosco, Ed Cavalier, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

Absent: Augie Melendez, John Page, Spiro Ziogas

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the April 9, 2015 Board of Trustees meeting on March 23, 2015. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:05 p.m. by Sidney Moore and the mission statement was shared.

Motion 150409.1 Upon a motion by Megan Bosco and duly seconded by Frank Rossi, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the March 5, 2015 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

Voting in the negative: None

Motion 150409.1 passed 9 to 0

Leadership Team Report

Ed Cavalier

- Shared that he presented at the Farash Foundation and they are very much in favor of our mission statement.
- Sidney requested that the key design elements for the mission statement be provided so they can be aligned. Sidney recommends basing board questions around these elements.

Nicole Berg

- eDoctrina
 - Web-based education software
 - Progressively growing in our school
 - Goal is to have teachers piloting the lesson planning part
 - Assessment piece is a priority
 - PowerSchool is now connected with grade books transferred
 - Simplifies printing reports
 - RtI tracker planned for next year

Lisa King

- Dashboard Review
 - Percentages changed in enrollment – six different grades lost or gained a student
 - One special education teacher resigned and has not been replaced – duties have been distributed
 - Staff attendance has been consistent
 - Enrollment at 400
 - Waiting list – kindergarten and 7th grades are down to 0
- SRI and SMI (Scholastic Reading Inventory and Scholastic Math Inventory)
 - Data turnaround is rapid and provides meaningful feedback
 - Improvement throughout
 - Based on the end of the year goal - results are progressive
- Lottery
 - Set for this Saturday (4/11/15)
 - 400 applicants
 - Discussion followed related to possible ways to adjust application process to increase ELL population

Eric Robinson

- ELA and Math Camp
 - Made adjustment this year – provided an opportunity for students to stay after school for test prep over a six-week period instead of offering the camp during the week of Spring Break
 - Additional staff provided instruction for small groups
 - The majority of our students are ready

Miriam Steinberg

- Farash Grant
 - Supportive and positive relationship has been established
 - Since we were unable to purchase the building in Greece, we are working out plans for the grant that was to be used for building renovations
 - Submitting the final report and explanation

- We are qualified for two grants that would provide for building renovations at our existing campus and an arts and culture program (instrumental music)
 - ✓ Eastman School of Music students would visit and teach our students
 - ✓ Architect developing plans to break up some spaces into smaller sections for smaller group instruction
 - ✓ Response expected on June 18

Ed Cavalier

- Calendar
 - Corresponds with the Rochester City School Calendar
 - Will seek approval at the next meeting on May 7
- Lease
 - Review and discussion

Motion 150409.2 Upon a motion by Frank Rossi and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the FIRST AMENDMENT TO LEASE, dated March 25, 2015 and covering the time period July 16, 2015 through July 15, 2017 for the property at 545 Humboldt Street, Rochester, NY 14610 is hereby approved.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

Voting in the negative: None

Motion 150409.2 passed 9 to 0

- Budget Process
 - Will be issued on April 30 for review prior to the May board meeting
 - Approval at June board meeting
- 2013-2014 NYSED Report Card (Comparison to 2012-2013)
 - Reviewed and discussed comparison to last year

Governance Report – Megan Bosco

- Reviewed a summary of the eight hour board retreat held on March 7, 2015
 - Exercises related to responsibilities
 - Dashboard review

- Establishing benchmarks
- Gap list
- Highest priority items
 - ✓ Lack of a strategic plan
 - ✓ Test scores
- Discussed creation of board committees (academic action plans and fundraising)
 - Objectives to be identified by next month
- Mission Statement
 - Review for any gaps
- Minimum number of board members
 - Discussed reducing minimum to 7 from 9
- Proposed slate of officers to be established at Annual Meeting in May
 - Sidney recommended that Nelson Blish be considered as Chair

Finance Report – Lisa King on behalf of Spiro Ziogas (*Refer to Attachment A*)

Public Comments - None

Motion 150409.3 Upon a motion by Frank Rossi and duly seconded by Natosha McDonald, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 8:25 p.m.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

Voting in the negative: None

Motion 150409.3 passed 9 to 0

Next Board Meeting: Thursday, May 7 at 6 p.m.

TREASURER'S REPORT

Finance Meeting on Thursday, March 19, 2015

As of Feb. 28, 2015	MTD Actual	Current Month Budget	Current Month Variance
Revenue	\$458,437	\$481,269	\$(22,832)
Expenses	\$464,147	\$489,834	(\$25,687)
Net Income	\$(5,710)	(\$8,565)	\$2,855
Depreciation Expense	\$15,790	\$12,500	\$3,291
Net Income w/out Depreciation	\$10,080	\$3,935	\$6,145
Cash on Hand	\$1,008,663 (Savings account has \$367,539)		

The topics of conversation were as follows:

1. **YTD Net income is \$263,385 vs YTD Budget of \$254,253 and YTD Variance of \$9,131 (\$385,587 vs \$354,253 with depreciation added back).**
2. As communicated to the BOT, the lease has been signed completed and the savings due to the renegotiation by our CEO totals \$67,000 effective July 1, 2015. Over 4 years the concessions made by the church will save the school \$280,000.
3. Title Funding continues to have a significant variance to budget. Title Funding is determined by how many students we have at the beginning of the school year and what percentage of them are on the poverty level. Our number is 80%. The school provides this information to the Title and they tell us what we will receive. That number, provided after we had set the budget, for this school year is \$216,000. We had budgeted for \$250,000 based on last year's funding of \$270,000. Subsequently, this line item will fall short of budget.
4. High Cost Aid/IDEA is behind budget YTD. According to our calculations of 19.277 students receiving aid at \$7,271 each should provide us \$140,163, we budgeted for \$165,000. The Business Office believes that the school has not been paid for a 1 on 1 aide and we have 4 more students than we are being paid for.
5. Other line items of interest: CPA/Audit, we continue to receive invoices from Bonadio and we are questioning why and what we are being charged for at this stage in the year. Personnel expenses are under control. The Farash Grant received may be available for a purpose other than what it was originally intended.