

URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, FEBRUARY 4, 2016

Present: Nelson Blish, Megan Bosco, Natosha McDonald, Augie Melendez, Jason Mellen

Absent: Tracy Armstrong, Ed Cavalier, Joan Moorehead, John Page, Gladys Pedraza-Burgos

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the February 4, 2016 Board of Trustees meeting on Wednesday, January 27, 2016. Public notice was also posted in the school and published in the school newsletter.

BOARD MEETING

The board meeting was called to order at 6:02 p.m. by Nelson Blish and the Mission Statement was shared.

Motion 160204.1 Upon a motion by Megan Bosco and duly seconded by Augie Melendez, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the January 7, 2016 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Augie Melendez, Jason Mellen

Voting in the negative: None

Motion 160204.1 passed 5 to 0

Leadership Team Report

Vicki Gouveia:

- Report card pick up day was held last Friday. Many parents/guardians visited the school to meet with teachers. Staff is currently coordinating home visits – seeking face-to-face time with a parent/guardian of each of our students.
- Three days of simulated NYS exam practice tests is taking place this week and next week. (Three days of ELA this week and three days of math next week).

- A communication was received from SED regarding a change related to testing. The time limits have been lifted so we put this in place to simulate a more accurate practice session for our students.

Miriam Steinberg:

- \$34K grant for a Robotics Program was received from the Daisy Marquis Foundation. The program is scheduled to begin on February 27 and will be held for 12 Saturdays with participants from grades 3-6.
- Musical instruments have been ordered (provided by the music grant).
- We submitted a grant request for \$16K to M&T to cover the cost of our 8th grade trip.

Lisa King:

- Dashboard Review
 - Student enrollment went from 397 to 401.
 - The number of students receiving free and reduced meals remains stable.
 - Attrition – three students moved to suburban school districts.
 - New student applications are coming in for the 2016-17 school year.
 - Staff will be visiting Head Start to introduce our kindergarten program to families.
 - The lottery will be held on April 9, 2016.
 - ✓ A discussion took place related to all of the efforts in place to increase student population and diversity. There are many efforts in place including advertising in Spanish and reaching out within the community at various locations.
 - ❖ A 30 second commercial is being developed to air on Channel 10. Filming on Monday and Tuesday to include testimonials from current families/parents/staff members/students.
 - ❖ Our current advertising budget is \$15,000.

ELA Coach (Karen Haak) and Math Coach (Shannon D'Agostino) ~ Presentation on School Data:

- Data Report Shared:
 - Assessments (SRI, SMI, DRA)
 - Assessment Schedule
 - Data that has been collected by grade level.
 - Conclusions
- A discussion followed related to ways to increase growth in improvement of test scores in all grades.
- Board members asked for data based on which students started at UCCS in kindergarten and how many are new to the program.
- Future technology needs were shared as it relates to future online testing and a discussion followed related to possible ways to fund the associated expenses.

Governance Committee – Megan Bosco

- Board Retreat – set for February 27.
- Next Governance Committee meeting set for Wednesday, February 10.

Finance Committee – Jason Mellen (*Refer to Attachment A*)

- Bank has authorized the use of the \$500K line of credit – this does not need to be retained in the bank as collateral – leaving a \$200K line of credit still available.
- Next meeting is February 11 at 5:15 p.m.

Chair Report – Nelson Blish

- Discussed plans for another outing for the board members and leadership team members to attend a baseball game together.

Public Comments - None

Motion 160204.2 Upon a motion by Jason Mellen and duly seconded by Natosha McDonald, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:15 p.m.

Motion approved by the Chair

Next Board Meeting:

Thursday, March 3, 2016 at 6 p.m.

Finance Committee Meeting – January Dec. 19th 5:15pm

1. Financial Statements
 - a. December's statements are skewed because there were 3 payrolls in December but budgeted in January. Title Revenue was below budget because we did not receive state approval until December 31st. 2 months later than normal.
2. Committee discussed deferring income to 2016-2017 for the expected funds from the State Legislature
3. We will have everything finalized with M & T next week.

Financial Statements:

As of December 31st 2015:

	MTD Actual	Current Month Budget	Current Month Variance
Revenue	449,244	484,409	(35,164)
Expenses	604,985	497,767	107,218
Net Income	(155,741)	13,358	(142,383)

Cash on Hand 1,003,619

Future Finance Committee Meetings 2016 @5:15 @ UCCS:

February 11

March 17

April 21

May 12

June 16

All are welcome!