

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
TUESDAY, JUNE 9, 2015**

Present: Nelson Blish, Megan Bosco, Ed Cavalier, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Absent: Augie Melendez, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Antwan Williams

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the June 4, 2015 Board of Trustees meeting on May 22, 2015. Public notice was also posted in the school and published in the school newsletter. *NOTE: Due to an unexpected power outage, the meeting had to be canceled with late notice on June 4, 2015 and rescheduled for Tuesday, June 9, 2015.*

BOARD MEETING

The board meeting was called to order at 6:03 p.m. by Sidney Moore and the mission statement was shared.

Motion 150609.1 Upon a motion by Nelson Blish and duly seconded by Natosha McDonald, the following was submitted for adoption:
RESOLVED that the Board of Trustees approve the May 7, 2015 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.1 passed 7 to 0

Leadership Team Report

Ed Cavalier

- 5-8 Principal selection process status shared.

➤ Adoption of the 2015-16 Budget:

Motion 150609.2 Upon a motion by Spiro Ziogas and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the 2015-2016 Budget as presented and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.2 passed 7 to 0

➤ Personnel Policy Employee Handbook

- Additional revision has been made:

- ✓ Changed the date for notification of next year's employment until after approval of the budget and the Employee Handbook by the BOT.

Motion 150609.3 Upon a motion by Megan Bosco and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the 2015-2016 Personnel Policy Employee Handbook as presented and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.3 passed 7 to 0

➤ The Center for Youth Contract (Internal Control Policy)

- This contract is a continuation of the Alternative to Suspension program and related services.
- Cost is \$50,000 and included in the 2015-2016 budget. (In 2012-13, 2013-14 and 2014-15, the cost was \$45,000 per year.)

Motion 150609.4 Upon a motion by Frank Rossi and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the expenditure of \$50,000 for continuation of the Alternative to Suspension program and related services and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.4 passed 7 to 0

Lisa King

- Dashboard review
- Seeking to purchase a bus not to exceed an expenditure of more than \$30,000.
 - Request to amend the budget to include up to \$30,000 for the purchase of a newer school bus out of surplus from the 2014-2015 budget.

Motion 150609.5 Upon a motion by Megan Bosco and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees approve an amendment to the approved budget for an expenditure of up to \$30,000 for the purchase of a newer school bus and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.5 passed 7 to 0

- Settlement of Keidel's Inc. lawsuit
 - Our attorneys have recommended this settlement in the required amount of \$53,000.
 - Recommend transferring \$53,000 from savings to legal in the 2014-2015 budget to accomplish this.

Motion 150609.6 Upon a motion by Frank Rossi and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the settlement with Keidel’s Inc. and that a transfer occur to fund the settlement and that this expenditure be approved and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.6 passed 7 to 0

Miriam Steinberg

- Shared status of \$100,000 Farash Grant.

Announcements

- Death of one of our bus drivers on May 9.
- Students went to Red Wings game on May 19.
- Celebration of the Arts on May 28.
- Employment commitment letters distributed on June 1.
- Salary and assignment letters distributed on June 10.
- Flag Day Celebration on June 12.
- Eighth Grade Trip on June 11 and 12.
- End of year celebration on June 19.
- Kindergarten Celebration (“Graduation”) on June 24 at 1:30 p.m.
- Eighth Grade Graduation on June 24 at 4:30 p.m.
- PTA events – 10th Anniversary Celebration (Friday nights in May and June).
- Our school will be in session on June 25 even though the RCSD does not have school.
 - Transportation will be provided for us at no additional cost.
- Appreciation extended to board members that have served and whose terms have expired.

Governance Report – Megan Bosco

Motion 150609.7 Upon a motion by Megan Bosco and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve that Article III Section B be amended as follows: The number of Trustees of the Corporation shall not be less than seven (7) and shall not exceed twenty-one (21). One to four Trustees shall be parents, guardians, or grandparents of students currently at the School.

The Board shall fix the exact number of Trustees, within these limits, by Board resolution or amendment of the Bylaws and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.7 passed 7 to 0

Finance Report – Spiro Ziogas (*Refer to Attachment A*)

Chair Report – Sidney Moore

- Final good-byes shared by Sidney Moore, Frank Rossi and Spiro Ziogas.

Public Comments - None

Motion 150609.8 Upon a motion by Nelson Blish and duly seconded by Natosha McDonald, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting at 8:01 p.m.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 150609.8 passed 7 to 0

Next Board Meeting:

Thursday, August 13, 2015 at 6 p.m.

TREASURER'S REPORT

Attachment A

Finance Meeting on Thursday, May21, 2015

As of April 30, 2015	MTD Actual	Current Month Budget	Current Month Variance
Revenue	\$503,347	\$559,924	\$(56,577)
Expenses	\$476,723	\$499,999	\$(23,276)
Net Income	\$26,624	\$59,925	\$(33,301)
Depreciation Expense	\$15,791	\$12,500	\$3,291
Net Income w/out Depreciation	\$42,414	\$72,425	\$(30,011)
Cash on Hand	\$916,555 (Savings account has \$344,464)		

The topics of conversation were as follows:

1. YTD Net income is \$268,559 vs YTD Budget of \$286,677 and YTD Variance of \$(18,118) (\$422,342 vs \$411,378 and YTD Variance \$10,664 with depreciation added back).
2. YTD Variance on the Revenue side continues to be negative primarily due to the over budgeting of High Cost Aid/IDEA and Title funding categories. This was addressed in the new budget and should be more accurate next year.
3. On the expense side certain line items are over budget due to last year's budgeting process, for example STEM expenses are recognized but were never budgeted for which is a \$20,434 expense. This creates a huge variance and has a dramatic effect on the After School Expense category. This was addressed in the budget for next year.
4. The one expense line which is over budget due to true activity is the Professional Fees category where Legal fees and the CPA fees for the audit came in \$31,896 over budget, combined. The CPA concern has been addressed and the school has chosen a new firm for the next audit. The legal fees will also be addressed in a similar fashion.