

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, SEPTEMBER 3, 2015**

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Augie Melendez, Jason Mellen, John Page

**Absent:** Natosha McDonald, Joan Moorehead, Gladys Pedraza-Burgos

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the September 3, 2015 Board of Trustees meeting on August 31, 2015. Public notice was also posted in the school and published in the school newsletter.

***BOARD MEETING***

The board meeting was called to order at 5:57 p.m. by Nelson Blish and the mission statement was shared.

**Motion 150903.1** Upon a motion by Augie Melendez and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the June 9, 2015 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, John Page

Voting in the negative: None

Motion 150903.1 passed 5 to 0

**Leadership Team Report**

**Ed Cavalier**

Introduced summary presentations from the two Principals:

- **Vicki Gouveia (5-8 Principal) shared:**
  - Filling open positions:
    - ✓ Unexpected opening for Music Teacher developed last week.
      - Able to interview four certified candidates.

- Hired graduate of Eastman School of Music on Friday and he started on Monday.
    - ✓ All open positions filled prior to the start of school - including Spanish.
      - Finding certified Spanish teachers continues to be a challenge.
        - ❖ Hired a Spanish teacher that retired in June from the RCSD.
  - Launched our three teacher teams.
  - Middle school opening went well.
    - ✓ Student/parent orientation held – well attended and families were very appreciative.
    - ✓ 15 students maximum per class in middle school.
- **Nicole Berg (K-4 Principal) shared:**
  - While Kindergarten adjustment can be emotional, it went smoothly.
  - Excellent start to the school year.
  - Duncan (therapy dog) has been calming for students.
- **Lisa King:**
  - 403 students enrolled for the opening of school.
    - ✓ In the process of filling two openings in 5<sup>th</sup> grade.
  - 91% attendance for the first two days.
    - ✓ Some families indicated that their children would not attend until after Labor Day.
    - ✓ Attempting to connect with families of seven students, who have not yet attended.
  - Transportation
    - ✓ 23 students are without a bus due to late application submission or recent moves and there are just a few that are due to errors by the RCSD.
    - ✓ All students were offered taxi service – some used this option and others were transported by their parents.
  - Meeting at noon on the 17<sup>th</sup> of September to go through the results of the audit; final document to be presented at the BOT meeting on October 1.
  - Will be seeking approval for additional funding needed for construction for the Learning Center which could begin next week.
    - ✓ The tiles tested negative for asbestos, but the glue tested positive. As a result, the costs increased to allow for encapsulating the glued tiles, instead of removing them.
- **Miriam Steinberg:**
  - WDKX Back to School Rally was held last Saturday for the third year and there were twice as many families in attendance compared to last year.
    - ✓ UCCS was the only Charter school in attendance.
  - Lovely Warren will be visiting our school on September 28 from 11 a.m. until noon.
    - ✓ Tour and discussion planned.
    - ✓ Considering plans for meeting with a classroom and reading a story, among other activities.

➤ **Ed Cavalier:**

- Growth in ELA and Math scores:
  - ✓ Doubled our ELA scores and grew in our math scores.
  - ✓ There were very few charter schools achieving growth in both areas.
  - ✓ We had growth in grades 5 and 7. Test was very difficult as statewide results show.
- Confirmed via the State website that our accountability status is “in good standing” and we no longer need to file a local assistance plan.
- Visit from the State is set for December 8 and 9.
- Proposal background shared last month:
  - ✓ Farash Foundation has been very generous and presented us with a \$100K grant and \$37K for the purchase of musical instruments; we did not get the \$200K grant.
  - ✓ Considered what we could do to accomplish the construction in an efficient manner:
    - Looked at budget approved in June.
    - We will be receiving \$90,000 (\$225/student) from the State Senate Republican majority after April 1.
    - We began to consider ways to restructure the budget and do what is needed for the students:
      - ❖ Small instructional areas are needed for the teachers to pull out students and work with them on an individual and small group basis.
      - ❖ Need to install walls in the Learning Center.
      - ❖ Restructured the Farash grant (which was approved) and completed instructional area in the basement and are looking to complete the second instructional area on the second floor.
      - ❖ Asking for an adjustment to the surplus so it will be budgeted for the same surplus that we projected for last year.

- Requesting a resolution for a budget adjustment of approximately \$60,000.

**Motion 150903.2**

Upon a motion by Jason Mellen and duly seconded by Augie Melendez, the following was submitted for adoption: RESOLVED that the Board of Trustees approve additional expenditures in the 2015-16 budget of up to \$60,000 in order to complete the various building renovation projects that will increase the number of available instructional spaces in the building for use with smaller groupings of students, to provide furniture and technology for use in the new instructional spaces, to replace old and outdated furniture, and to purchase additional instructional materials for the common core math program. The Board is aware that these expenditures will reduce the net income (surplus) of the budget to approximately \$116,000.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, John Page

Voting in the negative: None

Motion 150903.2 passed 5 to 0

- Discussion took place regarding the need to approve the Employment Agreement between the Corporation and Edward Cavalier effective as of July 1, 2015. The motion was withdrawn and will be brought to the BOT next month.
- RTI Specialist resigned and we are looking to fill this position - seeking qualified candidates with Literacy certification.

### **Governance Report – Megan Bosco**

- In the process of creating a schedule for monthly meetings.
- Interested in recruiting members with the following backgrounds: finance, education, and a school parent
  - Leadership team and teachers will assist in recruiting parents that might be a good fit.
- Discussed sending board members to the Northeast Charter School Conference, if one is scheduled this year.
- Discussed distribution of Board materials and it was determined that electronic versions are preferred over paper.

### **Finance Report – Jason Mellen**

- Audit review is set for September 17 at noon.
- A meeting schedule for the Finance Committee will be established.
- Jason acknowledged the hard work by Ed and Lisa this summer to achieve such a positive budget.

### **Chair Report – Nelson Blish**

- Confirmed that the BOT is in place to support the school.
- Requested attendance by board members at school activities.
- If members have the financial means to contribute to the UCCS, it was shared that it is a non-profit organization.
  - UCCS also has a United Way designation number of 3309.
  - Reminder that UCCS is competing with public schools and other charter schools that receive more funding and additional funding sources.
- Open House will be held on October 8.

## Public Comments

- Discussed rechartering process for next August.
- Will need to be sure that the Board has examined all of the policies before then.
  - Plan is to review a couple of policies per meeting.

**Motion 150903.3**            Upon a motion by Augie Melendez and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:15 p.m.

Voting in the affirmative:    Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, John Page

Voting in the negative:        None

Motion 150903.3 passed 5 to 0

## Next Board Meeting:

Thursday, October 1, 2015 at 6 p.m.