

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, SEPTEMBER 5, 2013**

Present: Nelson Blish, Megan Bosco, Edward Cavalier, Sidney Moore, Joan Moorehead, Christine Murray, John Page, Frank Rossi, Antwan Williams

Absent: Thomas Felton, Jr., Spiro Ziogas

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the September 5, 2013 Board of Trustees meeting on August 27, 2013. Public notice was also posted in the school and published in the school newsletter.

The Board of Trustees meeting was called to order at 6:04 p.m. by Frank Rossi.

Frank reviewed the mission statement and requested that a mission moment be put in place to highlight and reflect the mission in motion for individual reports.

Leadership Team Report – Ed Cavalier, Christina Schermerhorn, Dan Deckman, Eric Robinson, Miriam Steinberg,

Ed Cavalier:

- School opening for the 2013-2014 school year has progressed positively
- Sixth grade classroom locations have been relocated
 - Improved environment for students
 - Recreation space has been increased
- New learning center created in former “PA room”
 - Inviting space for learning
 - Color coded
 - Many useful possibilities related to this new space
- New meal serving plan - decision was based on a trial with the K-2 classrooms last year
 - Breakfast is now served in all classrooms
 - Creates a community atmosphere for each classroom
- Office for the counselor has been enlarged in the middle school
 - Door is now open to entry foyer making it the first door and staff member to be seen by middle school students
- Enrollment is being monitored daily

- Due to some students not showing up, accepting of new students from the waiting list will take place soon with consistent full enrollment anticipated
- Transportation
 - Although we were not informed, some transportation routes changed – some families are unexpectedly receiving corner transportation
 - Pleased with our transportation – buses are lettered A-M and have been on time. All students were scheduled with the exception of those that moved.
 - Efficient dismissal already in place on the third day of school - buses dismissed at 4:06 p.m. today
- PBIS (Positive Behavior Interventions and Supports) activities are in place with common vocabulary implemented
- Professional development went well with two days held offsite
- New phone system is in place with a few issues being addressed
- There is a master schedule for the entire building (K-8) with 45-minute increments
 - We know where every student is every period
 - Groupings are working well
 - Designed by registrar at East High School
- All classroom-related positions were fully staffed on opening day
- 7th and 8th grade environment is positive with new science and math teachers in place

Christina Schermerhorn:

- 2013 Summer School Program Evaluation (*Refer to Attachment A*)
- RtI
 - Received memo from NYSED
 - ✓ New cut scores for academic intervention
 - ✓ Students that failed at level 2 might not need AIS
 - ✓ UCCS will continue to address on an as needed basis

Dan Deckman:

- Application for charter renewal was submitted and the next step will be the NYSED site visit which has been rescheduled for November 20 and 21
 - Frank expressed appreciation to staff on behalf of the Board for their effort and contributions
 - Team effort contributed to the completion of the charter renewal
 - Files provided to all board members (application, cover letter, argument supporting rechartering, analysis of performance and documents)
 - Included descriptions of all that the Board of Trustees have accomplished over the past year (leadership, strategic planning)
- Dashboard
 - Enrollment was at 399 on August 31
 - All UCCS students now receive free breakfast and lunch
 - Demographic is closely matched to the RCSD on every level except that we serve slightly fewer special ed students and no ELA students
 - Board has requested the demographic of staff members be noted on future Dashboards

- Professional cleaning company has been hired and they start cleaning at 4 p.m.
 - Extra attention has been built into the plan to address food being served in the classrooms
 - Surfaces are thoroughly cleaned regularly
 - Rugs are shampooed monthly
- Finance committee did not meet and Spiro is not in attendance.
 - The finances of the school are tracking below projections in every area
 - Books, furniture, and building improvements are also under budget
 - School is financially sound
- Bonadio has been in school all week beginning their annual independent audit

Eric Robinson

- PBIS is in place and has exceeded expectations - uses common language and expression of consistent expectations. Positive responses have been received and it is effective for the teachers.
- PBIS kick-off event planned for tomorrow
 - Large assembly and carnival to be held outside (parking lot)
 - Each grade level will spend time outside during assigned time and rotating to different stations
 - Pre-arranged lesson plan – all students will be hearing the same message from every teacher
 - Generous donations were received from the PTA and Captain Tony's
 - Focus to be on students doing the right thing
 - New software program in place (Dojo)
 - ✓ All teachers have implemented
 - ✓ Rewards students - all students noted on Smartboards and they are earning points when seen doing the right thing
 - ✓ Parents are able to check individual progress of their child via Smartphones or computers so they can have timely and accurate conversations related to their child's progress
 - ✓ Beneficial for teachers so they do not have to interrupt the rest of the class
 - Met with middle school parents last Thursday evening to review expectations
 - ✓ Good turnout
 - ✓ Focus on middle school communication
 - ✓ Discussed preparation for college and career readiness for UCCS students
 - Christine expressed appreciation to Eric and all of the teachers involved – appreciated the teachers taking ownership

Miriam Steinberg:

- Shared events for the month of September:
 - PTA Meeting ~ Saturday, September 7 at 10 a.m.
 - Curriculum Night – Grades K-4 ~ Tuesday, September 10 at 5:30-7:00 p.m.
 - Curriculum Night – Grades 5-8 ~ Thursday, September 12 at 5:30-7:00 p.m.

- Back to School Picnic ~ Friday, September 13 from 4:00-7:00 p.m.
- John Page invited Miriam to the Daisy Marquis Jones Foundation meeting
 - Meaningful conversations
 - Sent grant off for \$18K for furniture
 - Waiting for response

On behalf of the Board, Frank commended the staff for creating a community culture at the school – the school and programs belong to all.

Motion 130905.1 Upon a motion by Megan Bosco and duly seconded by Joan Moorehead, the following was submitted for adoption:
RESOLVED that the Board of Trustees formally approve the August 1, 2013 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, Christine Murray, John Page, Frank Rossi, Antwan Williams

Voting in the negative: None

Motion 130905.1 passed 8 to 0

~ Teacher Quality Committee Report – Christine Murray

- Committee is in the process of being formed
- Determining membership
- PLC's are evolving
- Will get objectives set for this committee which has absorbed the Student Achievement Committee

~ Parent Involvement Committee Report – Joan Moorehead and Antwan Williams

- Nothing to report at this time

Governance Report – Megan Bosco

- Currently at the lowest acceptable number of board members
- Sidney is in the process of identifying interested individuals
- Discussed the need for creation of a new video representing the new culture of the school – will be created with board approval
- Board retreat date has been set for Saturday, February 8 - to be held at MCC at no cost to UCCS
- The topics will be generated after the NYS Charter School Conference

Public Comments

- Terri Miller, PTA, shared:
 - PTA has earmarked \$7,000 for teacher grants as presented during Professional Development
 - Half of the current PTA membership is staff
 - Mission statement has been revised to be more community aware/oriented
 - As events coordinator, she is actively researching opportunities for students and parents:
 - ✓ Warm 101.3
 - ✓ Mayor's Office
 - ✓ Pillars of Hope
 - ✓ Mentorship Program
 - ✓ Kinship Care Program
 - ✓ Roller-skating
 - ✓ Ice-skating

Motion 130905.2 Upon a motion by Christine Murray and duly seconded by Sidney Moore, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting at 7:34 p.m.

Voting in the affirmative: Nelson Blish, Megan Bosco, Sidney Moore, Christine Murray, Joan Moorehead, John Page, Frank Rossi, Antwan Williams

Voting in the negative: None

Motion 130905.2 passed 8 to 0

Next Board Meeting:

Thursday, October 3, 2013 at 6 p.m.

2013 Summer School Program Evaluation

Goals	Outcomes/Findings
<ul style="list-style-type: none"> ● To maintain an average of 85% or higher attendance rate for the duration of the program. 	<ul style="list-style-type: none"> ✓ There was an 82% overall attendance rate for the duration of the program. (Began program with 147 students and ended with 130.)
<ul style="list-style-type: none"> ● There will be at least a 10% increase in ELA scores from the pre to post assessments. 	<ul style="list-style-type: none"> ✓ There was a 17% increase in ELA scores in grades K-7.
<ul style="list-style-type: none"> ● There will be at least a 10% increase in MATH scores from the pre to post assessments. 	<ul style="list-style-type: none"> ✓ There was a 32% increase in MATH scores in grades K-7.
<ul style="list-style-type: none"> ● There will be a rate of 90% or higher of teachers who marked effective or highly effective with the summer program overall on the survey. 	<ul style="list-style-type: none"> ✓ 100% of teachers thought the overall program was effective and/or highly effective.
<ul style="list-style-type: none"> ● Parent satisfaction survey return rate will be 75%. 	<ul style="list-style-type: none"> ✓ There was a 52% return rate of the parent satisfaction surveys.
<ul style="list-style-type: none"> ● There will be a rate of 90% or higher of parents who mark satisfied or very satisfied with the summer program overall on the survey. 	<ul style="list-style-type: none"> ✓ 97% of parents were satisfied and/or very satisfied with the overall program.



2013 Summer School Program Evaluation

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The summer school program at UCCS is designed to provide additional instruction to those students identified as not having met state standards at their grade level. It is designed to give the students intensive small group support in order to increase ELA and Math scores as determined on pre and post-tests during the program.

Final Recommendations:

- Class size should remain small (8:1 teacher ratio, not including TLI and student aides)
- Length of school day should remain the same (9:00 – 1:30)
- Add one more bus to the budget for a shorter ride
- Keep focus on specific ELA and Math standards
- Add a field trip toward the end of the program for motivation to complete the program and increase attendance rate
- Increase communication with parents earlier in the program
- Continue program next year with improvements



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