

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, JUNE 6, 2013**

Present: Hanif Abdul-Wahid, Megan Bosco, Edward Cavalier, Thomas Felton, Jr., Susan Fox, Sidney Moore, Christine Murray (Pending Member), Joan Moorehead, Lisa Richards, Frank Rossi, Antwan Williams, Spiro Ziogas

Absent: Nelson Blish, John Page

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the June 6, 2013 Board of Trustees meeting on May 29, 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 6:35 p.m. by Hanif Abdul-Wahid.

Motion 130606.1 Upon a motion by Susan Fox and duly seconded by Spiro Ziogas, the following was submitted for adoption: **RESOLVED** that the Board of Trustees formally appoint Megan Bosco to serve on the BOT at UCCS for a term to expire on June 30, 2014 and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Hanif Abdul-Wahid, Thomas Felton, Jr., Susan Fox, Sidney Moore, Joan Moorehead, Lisa Richards, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 130606.1 passed 9 to 0

Motion 130606.2 Upon a motion by Susan Fox and duly seconded by Frank Rossi, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the May 2, 2013 minutes.

Voting in the affirmative: Hanif Abdul-Wahid, Megan Bosco, Thomas Felton, Jr., Susan Fox, Sidney Moore, Joan Moorehead, Lisa Richards, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 130606.2 passed 10 to 0

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

Ed Cavalier:

- Shared that test results from April will be released in mid-August
- Staff member Carissa Dibble is an active cyclist and formed a Tour de Cure team (14 members on the team). Ride took place on Saturday and raised \$4,500.00 for the American Diabetes Association.

Dan Deckman:

- Very few changes in Dashboard since last month
 - Student enrollment at 399 as of end of May – finishing stable and close to 400
 - Two students left UCCS in May and one was replaced
- Charter goals
 - 23% students on honor roll
 - Number of students enrolling in summer school to be finalized - currently at 100
 - Conferences currently at 46%
 - Volunteer hours currently at 2,100
 - DRA – exceeded our goal in this school year
- Exceptional attendance rates noted by Hanif
- Employee Handbook
 - Further clarification around consistency of terms and procedures for approval throughout the handbook. Language cleaned up to align with current legal requirements.
 - Additional personal days available in recognition of an employee's length of service at the school
 - 403(b) plan benefit bolstered
 - ✓ 1% baseline school contribution for all employees
 - ✓ All employees eligible for an additional 3% matching contribution from the school
 - ✓ For every five years of service, employees eligible for an additional 1% matching contribution from the school
 - ✓ Waiting period for school contribution/match eliminated
 - ✓ Service eligibility for participation in 403(b) plan will be 500 hours per year

- Retirement – we are engaging in independent research regarding the feasibility of the Teacher Retirement System for UCCS. In the meantime and regardless of the results of this research, we have bolstered the current 403b plan we have in place.
 - Teachers with most longevity would get the highest percentage of match

Motion 130606.3 Upon a motion by Sidney Moore and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the 2013-2014 Employee Handbook and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Hanif Abdul-Wahid, Megan Bosco, Thomas Felton, Jr., Susan Fox, Sidney Moore, Joan Moorehead, Lisa Richards, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 130606.3 passed 10 to 0

Christina Schermerhorn:

- UCCS has been accepted into the Core Knowledge Language Arts Pilot Program through the NYSED
 - Gives K-2 teachers access to curriculum materials, online resources, and professional development connected to the Common Core Learning Standards in ELA over the next year
 - Only eight districts and/or schools (including two charters) were selected for the pilot program (UCCS is the only stand alone charter school accepted)
 - Appreciation extended to Melisa Blankenberg, Dan Deckman, and Karen Haak for their efforts
 - Melisa Blankenberg and Karen Haak will be leading implementation in grades K-2
 - Previously piloted in ten public schools in New York City over three years – outperformed peers in comparison schools on measures of reading, science, and social studies
 - Materials are available for purchase at over \$15,000, but there will be no cost to us due to our involvement
 - Plans to expand to 5th grade over the next few years
- Fourth grade students participated in NYS science exams – 100% participation. Scoring will be completed on Monday, June 10 with results submitted to NYSED.
- Eighth grade students will participate in the Living Environment Regents Exam on June 11 – beginning with a review session, break, walk and pizza lunch followed by the three-hour exam for the afternoon
- Scoring will be completed with BOCES

- Summer School planning in progress – we have room for 160 students with 100 students responding to date
- DRA results – met our charter goals 79% proficient and 76% in fourth and second grades
- AIMSweb assessments will be given to K-7th grade students over the next two weeks
 - Results of those assessments will be used to gauge progress

Miriam Steinberg:

- 8th grade students enjoyed a positive trip to Washington, DC – one of the most enthusiastic groups simulating the Battle at Gettysburg
- Graduation scheduled for June 20
- Award Ceremony – June 17-19 (separated by grade level)
- Tea will be held for volunteers on Monday, June 10 – students will serve tea and have made decorations and cards
- Parent and Community Involvement Fair held – 120-130 in attendance
 - Putting ideas together to increase for the future
- Celebration of the Arts – new format allowed for all students to participate
 - Very positive event for the students
 - Nathan Berry did an incredible job – sound was exceptional
 - Jen Conrow shared a significant amount of student artwork – exceptional exhibits
 - Acknowledged the fabulous job that Jen Conrow and Nathan Berry did putting this event together

Ed Cavalier:

- Vicki Goveia is in Albany at a seminar
- Ed shared the visible impact of being able to work within a charter school – stronger reactions to opportunities
 - All students will be able to participate in the summer reading program
- End of Year Picnic planned at Ellison Park on Friday, June 21

Governance Report – Susan Fox

- SED has approved Megan Bosco's appointment to the BOT
- Christine Murray met with Susan for an orientation session; her application will be submitted tomorrow
- Megan Bosco will be Chair of the Governance Committee going forward
- Acknowledged service and contributions of board member Lisa Richards for the past three years (BOT and Finance Committee)

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

- Extended appreciation for the hard work put in to keep UCCS financially sound

Chair Report – Hanif Abdul-Wahid

~ Teacher Quality Committee Report - Frank Rossi

- Met on May 16
- Informal observation process – evolving and looking forward to moving forward next year

~ Parent Involvement Committee Report – Joan Moorehead and Antwan Williams

- Parent Community Fair
 - Antwan and Joan thanked all for support
 - Event exceeded expectations
 - Goal is to engage parents in the school
 - Many parents participated
 - Looking at expanding and doing more to support the parents
 - College expense deferment got referrals
 - Appreciation extended to Nathan Berry (Music Teacher) for providing an exceptional choir

Ed Cavalier:

- Ed shared a proposal to revise the mission statement
 - Leadership team worked together on the revision and it has been shared with staff and board members
 - Mission Statement: *The mission of the Urban Choice Charter School is to provide Rochester students with a safe, supportive, and intellectually challenging educational environment. The central philosophy is that strong student-teacher relationships are essential to student motivation, engagement, and achievement. This philosophy, with authentic efforts at family involvement, and combined with the effective teaching of a rich, rigorous, and engaging curriculum, will enable students to build a strong foundation for college and career readiness, exceed state achievement standards and defy the demographic destiny of poverty.*

Motion 130606.4 Upon a motion by Frank Rossi and duly seconded by Joan Moorehead, the following was submitted for adoption:
RESOLVED that the Board of Trustees approve the revised mission statement as presented and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Hanif Abdul-Wahid, Megan Bosco, Susan Fox, Joan Moorehead, Lisa Richards, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: Thomas Felton, Jr., Sidney Moore

Motion 130606.4 passed 8 to 0

Public Comments - None

Motion 130606.5 Upon a motion by Susan Fox and duly seconded by Frank Rossi, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:55 p.m.

Voting in the affirmative: Hanif Abdul-Wahid, Megan Bosco, Thomas Felton, Jr., Susan Fox, Sidney Moore, Joan Moorehead, Lisa Richards, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 130606.5 passed 10 to 0

Next Board Meeting:

Thursday, August 1, 2013 at 6 p.m.

TREASURER'S REPORT

Finance Meeting on Thursday May 16, 2013

	YTD Actual	YTD Budget	YTD Variance
Revenue	\$4,494,703	\$4,618,517	(\$123,813)
Expenses	\$4,738,830	\$4,571,946	\$166,883
Net Income	(\$244,127)	\$46,570	(\$131,873)
Cash on Hand	\$1,984,332 (Savings account has \$706,427)		

The topics of conversation were as follows:

1. 2013-2014 Budget items
2. RCSD Update
3. Review April financials and projections
4. Health Insurance Consortium

Meeting Notes

1. The approved budget for 2013-2014 was submitted to SED.
2. RCSD acknowledged that they had sent us too much money based on the way they account for the number of students we have enrolled on a monthly basis and they have taken the overpayment back which amounts to about \$16,592. However, it seems that our High cost monies received from the district may be less than what we should have. A meeting is scheduled for May 23rd to investigate. More to come.
3. There is a new Food Service Program called Community Eligibility Program which the RCSD and other districts are now using. Once in we won't have to reapply for 4 years and there is no tracking of data which will take that burden away from us.
4. April financials are shown above. It should be noted that 2 days after the April numbers were recorded we received our Per Pupil check.
5. The CEO and Director of Business are investigating and pursuing the formation of a Health Insurance Consortium made up of area schools. They are early in the process but if it comes to fruition, can provide us with a lower cost for health care benefits without losing benefits. More to come...
6. Although this has been a challenging year financially, at this point it looks that we are still financially sound.