

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, MAY 4, 2017

**Present:** Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Gladys Pedraza-Burgos, Kathleen Hurley-Wiecorek

**Absent:** Natosha McDonald

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the May 4, 2017 Annual Meeting and Board of Trustees meetings on April 26, 2017. Public notice was also posted in the school and published in the school newsletter.

**ANNUAL MEETING**

The Annual Meeting was called to order at 6:02 p.m. by Nelson Blish and the mission statement was shared.

The proposed slate of officers and committee chair identified by the Governance Committee for 2017-18:

BOT Chair: Nelson Blish  
BOT Treasurer: Jason Mellen  
BOT Secretary: Joan Moorehead  
Governance Committee Chair: Megan Bosco

**Motion 170504.1** Upon a motion by Megan Bosco and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the slate of officers and committee chair for 2017-2018 identified by the Governance Committee.

**Voting in the affirmative:** Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Gladys Pedraza-Burgos, Kathleen Hurley-Wiecorek

**Voting in the negative:** None

Motion 170504.1 passed 8 to 0

**Motion 170504.2** Upon a motion by Nelson Blish and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the appointment of Megan Bosco to a second three-year term expiring on June 30, 2020.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Jason Mellen, Joan Moorehead, Gladys Pedraza-Burgos, Kathleen Hurley-Wiecek

Voting in the negative: None

Motion 170504.2 passed 7 to 0

**Motion 170504.3** Upon a motion by Nelson Blish and duly seconded by Megan Bosco, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the appointment of Jason Mellen to a second three-year term expiring on June 30, 2020.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Joan Moorehead, Gladys Pedraza-Burgos, Kathleen Hurley-Wiecek

Voting in the negative: None

Motion 170504.3 passed 7 to 0

**Motion 170504.4** Upon a motion by Megan Bosco and duly seconded by Joan Moorehead, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the Annual Meeting at 6:12 p.m.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Gladys Pedraza-Burgos, Kathleen Hurley-Wiecek

Voting in the negative: None

Motion 170504.4 passed 8 to 0

## *BOARD MEETING*

The board meeting was called to order at 6:13 p.m.

**Motion 170504.5**                    Upon a motion by Gladys Pedraza-Burgos and duly seconded by Megan Bosco, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the April 6, 2017 minutes.

Voting in the affirmative:    Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Gladys Pedraza-Burgos, Kathleen Hurley-Wiecorek

Voting in the negative:        None

Motion 170504.5 passed 8 to 0

### **Leadership Team Report – Vicki Gouveia**

- Proposed organizational structure
  - Plan to eliminate the three-teacher model that has been in place for two years
  - In theory it was a positive approach, but teachers strongly prefer a self-contained classroom with their own students
  - We will provide seamless special education coverage for multiple grade levels going forward with two classrooms for each grade with one teacher
- Proposed Calendar for the 2017-2018 school year was shared
  - Calendar was created by a subcommittee of teachers
  - Calendar corresponds with the Rochester City School District
  - Will be seeking approval of the calendar at the June BOT meeting
  - After approval, it will be distributed to families and added to the website
- Four inclement weather days in March
  - Two of them were covered in our planned calendar
  - Need to make up two of them – currently considering 5/26 and 6/23 – working out transportation issues
- Testing Update
  - Concluded today with the Math Test with make-up tests to be held next week
  - Last two tests: Living Environment and Spanish set for June for 8<sup>th</sup> graders
  - Higher percentages of opt outs for Math vs. ELA
- NECSN (Northeast Charter School Network) workshop was held last week with the following highlights:
  - Searching for facilities/buildings
  - Funding facilities/buildings

- How charter schools across the country fund new facilities/buildings
- Contacts were established

### M. Steinberg

- Parent Survey
  - Survey was sent home with report cards a few weeks ago
  - 34 responses received with more expected over the next few weeks
  - Mostly positive
- Celebration of the Arts Day – June 7
- J. Moorehead provided five free tickets for students to attend a special event at Monroe Community College – author of Hidden Figures (Margot Lee Shetterly) – two middle school teachers attended with five of our students
- Two UCCS middle school students have been selected by Mayor Lovely Warren (along with WDKX radio station) to receive special recognition as “inspiring young men” The event will take place in June at the Blue Cross Arena where the young men will meet with other men in Rochester acting as mentors

### Dashboard – L. King

- One fifth grade student left and returned to the RCSD
- The SMI and SRI scores for the practice test in March have been added.
- Discussed status of ATS

### Proposed Budget for 2017-2018 School Year – L. King

- Line by line review of proposed budget
  - Some adjustments were proposed, but will not be confirmed or put in place until the CEO is hired
    - ✓ Considering one principal, one assistant principal and a teacher on assignment for 400 students
  - Payroll adjustments – 3% increases across the board
  - Elimination of three teacher teams
  - Addition of two more teacher aides
  - Addition of Special Education Teacher
  - Elimination of one Principal
  - Addition of ENL teacher
  - Incentives for teachers/staff
  - School programs increased related to technology and classroom supplies
  - Chromebooks - accelerated purchasing so models will be consistent
  - Summer school expense increased to allow for more staffing, transportation
  - Budgeted for Robotics – funded via grant in the past, but we will have to determine if that will be in place again so budgeted for \$25K

- All questions related to the proposed budget should be directed to J. Mellen and L. King in advance of the vote next month

#### **Governance Report – M. Bosco**

- Next meeting is Wednesday, May 10 at 5:30 p.m.

#### **Finance Report (*Refer to Attachment A*)**

- CEO hiring process:
  - Joe Koval has been coordinating and created a full process sheet
  - Discussed some anxiety being felt amongst the staff
  - Board is responsible for finding the best possible fit and the process is moving along smoothly with the interview process beginning
  - G. Pedraza-Burgos and J. Mellen are co-chairs with committee members: N. McDonald (BOT), J. Boland (BOT/parent), L. King (leadership team), N. Berg (leadership team), C. Dibble (experienced educator for 12 years at UCCS), and C. Parris (School Intervention Specialist)
  - Final two candidates will be selected and shared with the BOT
  - Hiring completion planned with the new CEO in place on July 1, 2017

#### **Chair Report – N. Blish**

- Shared that the agreement has been signed by former CEO
  - CEO contract will not be renewed
- Looking into options for adding a gymnasium to existing campus
- Suggested sharing details about the Imagine RIT event with UCCS students – exceptional weekend event with no cost

#### **Public Comments**

- Discussion took place related to possible organizational changes
  - One principal for 400 students
  - Discussed job qualifications/role for Teacher on Assignment position
  - Help with discipline a positive
  - Suggestion for considering adding a Reading Specialist, more RtI teachers, and more counselors in the future

#### **Motion 170504. 6**

Upon a motion by Gladys Pedraza-Burgos and duly seconded by Megan Bosco, the following was submitted for adoption:  
RESOLVED that the Board of Trustees adjourn the meeting at 8:04 p.m.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco,  
Jason Mellen, Joan Moorehead, Gladys Pedraza-Burgos,  
Kathleen Hurley-Wiecorek

Voting in the negative: None

Motion 170504.6 passed 8 to 0

**Next Board Meeting:**

Thursday, June 8, 2017

Urban Choice Charter School  
Treasurer's Report  
May 2017

Attachment A

**As of March 31, 2017**

	MTD Actual	MTD Budget	Current Month Variance	YTD Actual	YTD Budget	YTD Variance
<b>Revenue</b>	<b>530,599</b>	<b>516,936</b>	<b>13,663</b>	<b>4,604,207</b>	<b>4,434,428</b>	<b>169,779</b>
<b>Expenses</b>	<b>500,441</b>	<b>507,101</b>	<b>(6,660)</b>	<b>4,319,918</b>	<b>4,311,048</b>	<b>8,870</b>
<b>Net Income</b>	<b>30,158</b>	<b>9,835</b>	<b>20,323</b>	<b>284,289</b>	<b>123,380</b>	<b>160,909</b>
<b>Cash on Hand</b>	<b>1,376,859</b>	<b>Plus 160,616 in Receivables</b>				
<b>Plus Investments</b>	<b>448,199</b>					