

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, AUGUST 3, 2017**

Present: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead

Absent: Tracy Armstrong, Kathleen Hurley Wiecek

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the August 3, 2017 Board of Trustees meeting on July 24, 2017. Public notice was also posted in the school and published in the school newsletter.

BOARD MEETING

The board meeting was called to order at 6:02 p.m. and the mission statement was shared.

Motion 170803.1 Upon a motion by Julie Boland and duly seconded by Joan Moorehead, the following was submitted for adoption:
RESOLVED that the Board of Trustees approve the July 20, 2017 minutes.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead

Voting in the negative: None

Motion 170803.1 passed 5 to 0

LEADERSHIP TEAM REPORT

- N. Berg and L. McCarthy had a conference call with the Success for All Program Director
 - Three full professional development training days are set which will include an overview for all staff members so everyone will be aware of responsibilities

- Three trainers will be involved for: Kindergarten Teachers, Roots Teachers, Wings Teachers
- Two more additional days of training will be included along with eight more support days throughout the school year
- Order was placed for materials - books are already arriving
- All teaching staff members have been informed of the implementation of the Success for All program and response was favorable
- Character Counts is another program that was implemented in the past
 - Will be holding a full day of training for staff during Professional Development – consistency for all is important
- Made some changes to our counseling group after one counselor resigned:
 - Reorganized with School Counselor and School Intervention Specialist in the elementary building to focus on K-6 issues
 - Hired a new 7-8 School Counselor to work in the middle school along with an assistant to manage most of the day-to-day behavior
 - Plan is for all counselors (in both buildings) to be “help zones” for students
- Priority in the Middle School is to get all teachers certified
 - Moved the former Math Teacher (not certified) to elementary school (certified K-6)
 - ✓ Math scores need to improve
 - ✓ Searching for a certified math teacher
 - Hired a certified ELA teacher after former 7th grade ELA teacher accepted a position in another district close to home
- Two Teacher Assistant positions have been filled
- Hired a Middle School Special Education teacher after staff member resigned to accept a job close to new home one hour away

Miriam Steinberg

- Submitted a grant for Character Counts! program through the John F. Wegman Foundation - expect a response by November

Lisa King

- There is no Dashboard to present (August and school is not in session)
- Eight employees left – all have been replaced with the exception of two teachers (K-6 Special Education and Middle School Math)
- Lost 26 students recently – filled all except for two – plans in place to start the school year with 400 students as budgeted
 - Reasons for students leaving: moved away, accepted into Urban Suburban Program in other districts, and transfers to the School of the Arts
 - Discussion took place related to current programs to address bullying
 - ✓ PBIS

- ❖ Training is planned for all new staff along with a review for existing staff members – expectations need to be consistent for all

GOVERNANCE REPORT – M. Bosco

Motion 170803.2 Upon a motion by Megan Bosco and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or Federal criminal history, or having provided such history to SED if found, has voted to select Miriam Miranda-Jurado to its Board of Trustees, with a term expiring on June 30, 2020 pending approval by SED. The resolution approving Miriam Miranda-Jurado is formally adopted upon SED's approval.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead

Voting in the negative: None

Motion 170803.2 passed 5 to 0

Motion 170803.3 Upon a motion by Megan Bosco and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or Federal criminal history, or having provided such history to SED if found, has voted to select Bliss E. Owen to its Board of Trustees, with a term expiring on June 30, 2020 pending approval by SED. The resolution approving Bliss E. Owen is formally adopted upon SED's approval.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead

Voting in the negative: None

Motion 170803.3 passed 5 to 0

- Plans are in place to continue with the same meeting schedule and confirmation of dates will be sent in the near future.

Finance Report – J. Mellen (Refer to Attachment A)

- J. Mellen, L. King and L. McCarthy met briefly to review the initial end-of-year finance report
 - Financials are in good order
 - In the process of finalizing and correcting with the District (related to income and receivables) that are in line with the budget
 - Shared that the Finance Committee is willing to consider and support any investments of value to improve student outcomes

PTA Report – Julie Boland

- PTA is focused on plans to boost student morale
 - Suggesting a Back-to-School Carnival
 - ✓ Building of teams within classrooms
 - ❖ Providing an opportunities for students to meet and get to know each other and build friendships
 - ✓ Creation of booths for families to experience
 - ❖ Suggesting booths by: UCCS BOT, Principals, Teachers
 - Considering a pie throwing contest
 - Final date and details will be reviewed and shared
 - Ice Cream Truck – will obtain final cost estimate and seek approval from the BOT at the next meeting
- Fall Fundraiser is set for September 11, 2017 start:
 - Niagara Chocolates sale in time for Christmas (will include options for ordering wrapping paper, etc.)

CHAIR REPORT – N. Blish

- Following up with Consultant C. Michael Robinson previously engaged as a coach for developing a strategic framework
 - Board members discussed and made a decision to continue on hold for further review and allowing time for the new CEO to get acclimated
- Shared an overview of a preliminary proposal received from the Farash Foundation
 - This opportunity would be related to facilities enhancements (perhaps painting, new rugs, etc.)
 - Awaiting answers to some questions while gathering more information
 - Will consider the possibility of bringing to the board in the future

- Preliminary meeting held with Father Robert Schrader to share our interest for the future purchase of the property (eliminate lease and add a gym while retaining all of the assets that we have added to our current location)
- Discussed a tour and meeting with Kodak to explore the possibility of relocating
 - Floor of one building is available for lease only and offers some nice features (gym, auditorium, workout area, and full cafeteria)
 - Location, lack of windows/light, and another lease make it less desirable than current location
- Attended a Rotary luncheon – debate with Mayor Lovely Warren

PUBLIC COMMENTS - None

Motion 170803.4 Upon a motion by Megan Bosco and duly seconded by Jason Mellen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:09 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead

Voting in the negative: None

Motion 170803.4 passed 5 to 0

Next Board Meeting:

Thursday, September 7, 2017

Attachment A

Urban Choice Charter School
Treasurer's Report
August 2017

As of June 30, 2017 Preliminary

	MTD Actual	MTD Budget	Current Month Variance	YTD Actual	YTD Budget	YTD Variance
Revenue	561,831	502,573	59,258	6,175,802	5,978,875	196,927
Expenses	727,177	660,111	67,066	6,110,457	5,964,294	146,163
Net Income	(165,346)	(157,538)	(7,808)	65,345	14,581	50,764

Cash on Hand 861,282 Plus 118,810 in Receivables

Plus Investments 471,005