

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, OCTOBER 5, 2017**

**Present:** Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Kathleen Hurley Wiecek

**Absent:** Tracy Armstrong, Miriam Miranda-Jurado, Joan Moorehead, Bliss Owen

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the October 5, 2017 Board of Trustees meeting on September 25, 2017. Public notice was also posted in the school and published in the school newsletter.

***BOARD MEETING***

A tour of the elementary and middle school buildings was held for all board members from 5:30-6:00 p.m. prior to the opening of the board meeting.

The board meeting was called to order at 6:11 p.m. and the mission statement was shared.

All board members and staff members in attendance introduced themselves.

**Motion 171005.1** Upon a motion by Julie Boland and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the September 7, 2017 minutes.

**Voting in the affirmative:** Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Kathleen Hurley Wiecek

**Voting in the negative:** None

Motion 171005.1 passed 5 to 0

## LEADERSHIP TEAM REPORT – L. McCarthy, CEO

### Monthly Focus

- The Monthly Focus for this month is Success for All (SFA) and there will be one “Focus” shared at each monthly board meeting. The following topics are planned for upcoming meetings: Family and Community Engagement, Math Scores and Program Update, ATS (Alternative to Suspension), etc.

### Overall State of UCCS

- A meeting was recently held with Susan Gibbons and David Frank (NYSED)
  - Included an informal introduction of UCCS and newly hired CEO to David Frank and general discussions were very positive and useful
    - ✓ Reviewed the importance of looking at each of the pieces and gauging ourselves
    - ✓ Students
      - ❖ Ethnic backgrounds relating to test scores
      - ❖ ELL is low
        - Discussed ways to correct (lottery system change)
  - Some extra tickets were offered to students that have been “doing the right thing” – they enjoyed a pizza dinner and departed this evening (10/5/17) for the Rochester Broadway Theater League’s performance of The School of Rock
  - Professional Development is set for tomorrow (10/6/17) – strong PD is a high priority in order to enhance areas. Current topics planned:
    - ✓ Google training, Chromebooks, Roots and Wings component team meetings
    - ✓ 12-month staff members will receive training in the staff evaluation process
- Middle school staff attended an after school meeting
  - Implementation of changes to make overall improvements
- Grade level teams are preparing for Open House
- A local fire department will be visiting UCCS next week for Fire Prevention Week – educating students about fire prevention

### Turnover Rate for Staff Members and Exit Interviews – L. King

- Quite a few teachers resigned in August and some have resigned since the start of the school year
- An excellent math teacher was hired
- Exit interviews are taking place
  - Meaningful with questions provided in advance
  - Some staff members share while some do not

- It was added that the BOT appreciates the consistent exit interview process that is now in place

## Dashboard

- SRI and SMI scores were shared
  - Focusing on needs in 3<sup>rd</sup> grade
    - ❖ No longer sharing an aide in 3<sup>rd</sup> grade - hired an additional aide
  - 2<sup>nd</sup> grade scores increased significantly
- Free and reduced meals have increased slightly
- Special Ed is up slightly
- ENL is holding consistently
- Staff attendance is strong
- ATS visits reviewed – savings of 13.5 academic days
- Enrollment is at 395 students and will increase to 397 next week
- The only current openings are in 7<sup>th</sup> and 8<sup>th</sup> grade and we are not adding to those grades
- Waiting list is at 313 – continue to receive applications

## Monthly Focus – SFA (Success for All) Program – C. Dibble

- Presentation was shared highlighting the Success for All Program (new reading program) that was introduced this year

## GOVERNANCE COMMITTEE – M. Bosco

- Shared appreciation for all responses submitted for the recent survey
  - Thursday continues to be the preferred day of the week for BOT meetings
    - ❖ Preference is to move to the second Thursday of each month to allow for availability of financial information in advance
  - Length of meeting preference is 60 minutes while using time efficiently
  - Timing to implement changes to be determined
  - Plan to target specific skills each month
- Seeking suggestions and considering options for training through the Northeast Charter School Network

## FINANCE REPORT – J. Mellen and L. King (Refer to Attachment A)

- Although down slightly on our revenue, there is no concern since we had only received funds for 387 students
- Expenses are stated over budget by \$100K through August due to expenditures related to the Success for All program

- Net income is up by \$249K
- Audit information is pending
- Spending to increase educational opportunities for our students should not be on hold
- Finance Committee meeting is set for Tuesday at 5:30 p.m. (third Tuesday of each month)

#### PTA - Julie Boland

- Carnival
  - Discussed the involvement of the BOT at the upcoming carnival
  - Mascot for the Night Hawks will be in attendance from 5-6 p.m.
  - Pizza and water will be provided

#### CHAIR REPORT - N. Blish

- Addressed the issue of confirming a quorum and requested timely RSVPs going forward
- Detailed agenda is appreciated
- Shared that an article in the Democrat and Chronicle stated that faculty attendance at charter schools is higher than at the RCSD and other districts
- Appreciate the CEO's incentive plan boosting participation at Board meetings and PTA meetings

#### PUBLIC COMMENTS

- Shared gratitude from the PTA for the teachers that assisted with the fundraiser allowing for \$6,000 in sales
- Appreciation extended to the BOT for hiring L. McCarthy as the CEO of UCCS - shared that there could not have been a better candidate to fit the needs of this charter school; her team approach creates an ideal environment
- Asking for review/consideration for a math program that could provide for growth and improvement in math (Splash Math)
- Discussed the improvement in the efficiency of the board meeting (timely and organized with priorities addressed)

#### Motion 171005.2

Upon a motion by Jason Mellen and duly seconded by Megan Bosco, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:20 p.m.

#### Voting in the affirmative:

Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Kathleen Hurley Wiecek

Voting in the negative:      None

Motion 171005.2 passed 5 to 0

**NEXT BOARD MEETING:**

Thursday, November 2, 2017

## Attachment A

Urban Choice Charter School  
 Treasurer's Report  
 October 2017

As of August 2017

|            | MTD Actual | MTD Budget | Current Month<br>Variance | YTD Actual | YTD Budget | YTD Variance |
|------------|------------|------------|---------------------------|------------|------------|--------------|
| Revenue    | 432,259    | 590,500    | (158,186)                 | 903,093    | 1,021,000  | (123,907)    |
| Expenses   | 364,132    | 256,036    | 108,096                   | 763,148    | 637,844    | 125,304      |
| Net Income | 70,126     | 334,464    | (264,338)                 | 139,945    | 389,156    | (249,211)    |

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Cash on Hand      975,637    Plus 83,967 in Receivables

Plus Investments    471,005

*Note: We will be under budget in Revenue because the \$160,000 from the Senate needed to be recorded in 2016/2017 per the Charter School Office. We will be over in Expenses because the BOT approved of a new reading program (Success for All) with a cost of \$145,000.*