

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, NOVEMBER 2, 2017

**Present:** Tracy Armstrong, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Jason Mellen, Joan Moorehead, Bliss Owen

**Absent:** Megan Bosco, Kathleen Hurley Wiecek

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the November 2, 2017 Board of Trustees meeting on October 23, 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 6:00 p.m. and the mission statement was shared.

All board members and staff members in attendance introduced themselves.

**Motion 171102.1** Upon a motion by Julie Boland and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the October 5, 2017 minutes.

**Voting in the affirmative:** Tracy Armstrong, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Jason Mellen, Joan Moorehead, Bliss Owen

**Voting in the negative:** None

Motion 171102.1 passed 7 to 0

**Motion 171102.2** Upon a motion by Joan Moorehead and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees (as recommended by the Finance Committee) approve the transfer of \$250,000 from the M&T savings account to the Rochester Area Community Foundation.

**Voting in the affirmative:** Tracy Armstrong, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Jason Mellen, Joan Moorehead, Bliss Owen

Voting in the negative:       None

Motion 171102.2 passed 7 to 0

## LEADERSHIP TEAM REPORT

### L. McCarthy

- Leadership training being offered through the Northeast Charter School Network (A. Bertucci and L. McCarthy are attending):
  - Three hour sessions are held each month
  - Exploring the State of Education
  - "How do you tell your story?"
  - Annual Advocacy Day in Albany - more power from the leadership of charter schools is needed
- UCCS was listed as number four of the top ten schools in Monroe County based on a school quality index as published in the Democrat and Chronicle today
  - Schools were evaluated based on different criteria outside of only NYS test scores (attendance, suspension, class size)
- Formal assessments in the SFA program began and we are seeing growth
  - Report will be shared at the December meeting once all of the data has been collected
- A long-term suspension hearing was held and we are awaiting the final recommendation from the hearing officer
- UCCS was closed unexpectedly last week (elementary building on Tuesday and both buildings on Wednesday)
  - A leak developed in the ceiling of the second floor of the elementary building which disturbed asbestos that was previously contained
  - Abatement team removed the loose asbestos
  - Test results on Wednesday indicated that air quality was back down to 0

### Lisa King

- Audit continues to be tentative as we are awaiting some revisions
  - Finance Committee will be reviewing next week
- Dashboard:
  - \$340K net income
  - Enrollment is at 395 as three students left UCCS in October
- Health teacher was hired
- New 6<sup>th</sup> grade teacher has been hired
- Efforts to increase diversity among staff members was discussed and clarified

## Monthly Focus – Family and Community Engagement – A. Bertucci

- Introduction and sharing of a presentation highlighting Family and Community Engagement in place at UCCS

## TREASURER'S REPORT – Jason Mellen (*Refer to Attachment A*)

- Finance Committee Meeting was productive
- Decision made to transfer \$250K to the Rochester Area Community Foundation
- Financial state continues to be strong

## PTA – Julie Boland

- 7<sup>th</sup> and 8<sup>th</sup> graders held pancake breakfast on 10/21/17
- Appreciation extended to staff that helped
- Students work very hard
- Raised \$700 for the middle school dance to be held in the spring
- Homeroom 7B sold the most tickets to the breakfast and earned a celebration with donuts and cider
- Top student sold 29 tickets and was recognized with a gift card for the movies
- Fundraiser selling Niagara Chocolates raised approximately \$4,000 for grants and family events
- PTA is moving in the right direction to increase staff and family involvement
- A pie throwing event for \$1 each throw – appreciation was extended to M. Bosco for volunteering to sit

## CHAIR REPORT – N. Blish

- Based on recent survey results, BOT meetings are being moved to the second Thursday of each month beginning with the December meeting
- Search for new building continues while determining if we will remain in current location
- Schools that are vacant will be coming on the market
- Seeking board members to join the search committee
- Board members have requested the option of receipt of all school announcements via text

## PUBLIC COMMENTS

- Discussion related to reasons UCCS staff members depart
- V. Gouveia has resigned for retirement and her last work day will be 11/13/17

**Motion 171102.3** Upon a motion by Jason Mellen and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session at 7:00 p.m.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Jason Mellen, Joan Moorehead, Bliss Owen

Voting in the negative: None

Motion 171102.3 passed 7 to 0

**Motion 171102.4** Upon a motion by Tracy Armstrong and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Jason Mellen, Joan Moorehead, Bliss Owen

Voting in the negative: None

Motion 171102.4 passed 7 to 0

**Motion 171102.5** Upon a motion by Miriam Miranda-Jurado and duly seconded by Joan Moorehead, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:45 p.m.

Voting in the affirmative: Tracy Armstrong, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Jason Mellen, Joan Moorehead, Bliss Owen

Voting in the negative: None

Motion 171102.5 passed 7 to 0

#### **NEXT BOARD MEETING**

- Thursday, December 14, 2017

Urban Choice Charter School  
Treasurer's Report  
November 2017

Attachment A

**As of September 2017**

	MTD Actual	MTD Budget	Current Month Variance	YTD Actual	YTD Budget	YTD Variance
Revenue	544,034	470,500	73,534	1,432,117	1,497,500	(65,383)
Expenses	465,472	529,910	(64,438)	1,267,162	1,167,754	99,408
Net Income	78,562	(59,410)	137,972	164,956	329,746	(164,790)

Cash on Hand 1,403,336 Plus 113,253 in Receivables

Plus Investments 472,855

*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.*