

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, JANUARY 11, 2018

**Present:** Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Bliss Owen, Kathleen Hurley Wiecek

**Absent:** Miriam Miranda-Jurado

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the January 11, 2018 Board of Trustees meeting on January 3, 2018. Public notice was also posted in the school, published in the school newsletter and on the school website.

*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 180111.1** 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 December 14, 2017 minutes.

**Voting in the affirmative:** Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Bliss Owen, Kathleen Hurley Wiecek

**Voting in the negative:** None

Motion 180111.1 passed 8 to 0

**LEADERSHIP TEAM REPORT**

L. McCarthy

➤ Saturday Academy:

- Sign-up sheets were sent to families and 33 students have signed up to date
- A step class will be offered in addition to robotics, cooking, nutrition and a “medical school” that will teach students how to take blood pressure and use a stethoscope (includes an opportunity to earn a certificate)
- Grant Updates:
  - Our grant writer has secured a \$250 grant from Wegmans (Saturday Academy supplies) and a Paychex Community Foundation Grant in the amount of \$5,600 to support the Saturday Academy and the Grade 7 & 8 class trip to Washington, DC
  - An AmeriCorps volunteer proposal is being prepared by A. Bertucci
    - ✓ Recruiting PTA, best performances for PTA, fundraising at a cost for us of \$5,000 annually and AmeriCorps would fund the rest in addition to hosting a gala for us the following year
  - We are determining what we want to include in a proposal for a 2018 student support and academic enrichment grant – every student succeeds - we qualify for up to \$100K in areas and the money can be used for direct services, Professional Development for teachers and administrators, salaries of personnel to carry out identified programs, supplemental educational resources
  - Smile Mobile – will sign the memorandum agreement tomorrow to secure this dental care opportunity for our students
  - East High School has been providing us with services to repair the glasses of students
- Science Fair will be held on March 6
  - The University of Rochester’s STEM Club has volunteered to judge at our Fair and will assist with planning of experiments and assist students with the hands-on pieces
  - Each class will receive two kits per grade – specific to each grade level and aligning with the standards
  - Obtaining a Star Lab (large blow-up dome) with a trained individual sharing information related to the stars

## Nicole Berg

- Student Trauma
  - Two of our students in 4<sup>th</sup> and 6<sup>th</sup> grades lost their mother to cancer
    - ✓ We have a lot in place for them – they have support at school and at home
  - Kindergarten student lost his stepfather – we are providing support through the mother
- 90% of the time at UCCS is awesome and teachers are encouraged not to focus on the other 10%. Shared some positive glimpses:
  - Ms. Miller’s library class
  - Math lesson in Ms. Howell’s class
  - Fun stuff and smiles
  - First grader moving to Wings
  - Student adjusting to kindergarten

## Lisa King

### ➤ Dashboard:

- Three students transferred in December – moves to suburb and a charter school
- Free and reduced down to 87%
- Enrollment is at 397
- We have completed our waiting list for kindergarten
- A special education teacher in the middle school resigned and her replacement will be starting next week
- Common application for enrollment was rolled out two weeks ago
  - ✓ We have received 105 applications compared to 60 at this time last year
  - ✓ Three applicants speak Spanish at home
- Advertising will begin next week – radio and billboards
- Open house inviting new families to be held on January 31 from 9-11 a.m. and 1-3 p.m.

## MONTHLY FOCUS – DEAN OF STUDENTS – C. PARRIS

### ➤ Meetings were held with middle school teachers to determine a list of goals for improvements to be made based on needs/concerns:

- Need to increase control and respect from students
- Creation of a climate and culture that is healthy and conducive to learning
- Three specific student expectations were put in place:
  - ✓ Be in uniform
  - ✓ Respect peers and adults
  - ✓ Remove/reduce disruption of the educational process eliminating the negative impact on learning
- We are providing consistent communication
- We are tightening up on procedures
  - ✓ Rules need to be followed: No eating in hallways, no cell phone usage, no long hugs, must have efficient bell time (passing period), all students need to be accountable with purpose if moving around the building, agenda books in order, build in studying and structure and organization
- Behavior management plan
  - ✓ Five steps: 1) Warning, 2) Private Conversation, 3) Dojo and Class Craft Noted for Behavior, 4) Send to Administrator, 5) Consequence (all documented in PowerSchool)
- Data has been available, but what we do with it matters
- “Think it Through” sheets allow us to look at prior attempts with students (consequences and action items)
- Recess, lunch detention, parent conferences
- Award ceremony and the privilege of going to Washington, DC
- Student Council
- Behavior, disruptions, lack of respect for peers and adults – teachers felt we needed to get control

- Much more work is needed, but we are headed in the right direction
- Monthly achievement awards will be held tomorrow

#### GOVERNANCE COMMITTEE REPORT – M. BOSCO

- Preparing for the upcoming Annual Meeting
  - N. Blish and J. Moorehead have terms that are expiring
    - ✓ The positions of Board Chair and Secretary will be open and interested candidates should inform M. Bosco
  - Targeting our recruitment to the following areas: Education/Law (please refer any contacts to M. Bosco)

#### FINANCE COMMITTEE REPORT – J. MELLEEN – *(Refer to Attachment A)*

- Committee did not meet this month, but meetings are set on the fourth Tuesday of each month at 5:30 p.m.
- UCCS is in strong financial standing

#### UPDATE – UPCOMING NYSED VISIT

- Susan Gibbons and other members of the NYSED will be visiting UCCS on Tuesday, March 27 (half-day visit planned for the first year of the new Charter)
- Email has been sent inquiring about expectations

#### PTA REPORT – J. BOLAND

- A significant meeting is planned for next Wednesday with excitement and some giveaways
- Establishing a nominating committee
- Planning for a spring fundraiser
- Requests for grants are lighter this year so money is available
- First school event is planned for next Friday – it will be postponed due to lack of coordination at this time
- The PTA meeting in March will be a joint meeting with the After School Program – a dinner/dessert event

#### CHAIR REPORT

- Encouraged individuals to consider filling the Board Chair position
- Nothing new to report on the new building search committee
  - Awaiting feedback from Father Schrader

- Awaiting communication from the City of Rochester
- More information will be shared in the future

## **PUBLIC COMMENTS**

- The first Boys' basketball game is set for Tuesday

**Motion 180111.2**                      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 meeting at 6:59 p.m.

Voting in the affirmative:      Tracy Armstrong, Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Joan Moorehead, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative:        None

Motion 180111.2 passed 8 to 0

## **NEXT BOARD MEETING**

- Thursday, February 8, 2018

Urban Choice Charter School  
Treasurer's Report  
January 2018

Attachment A

**As of November**

	MTD Actual	MTD Budget	Current Month Variance	YTD Actual	YTD Budget	YTD Variance
Revenue	586,025	573,350	12,675	2,496,877	2,590,850	(93,973)
Expenses	497,216	533,476	(36,260)	1,784,446	1,700,476	83,970
Net Income	(32,739)	12,722	48,935	215,215	356,898	(141,683)
Cash on Hand	1,208,315	48,119 in Receivables				
Plus Investments	737,431					

*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.*