

URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, SEPTEMBER 13, 2018

Present: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Bliss Owen, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecek

Absent:

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the September 13, 2018 Board of Trustees meeting on September 5, 2018. Public notice was also posted in the school, published in the school newsletter and the school website.

BOARD MEETING

The Board Meeting was called to order at 6:00 p.m. and the mission statement was shared.

Motion 180913.1 Upon a motion by Megan Bosco and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the August 9, 2018 minutes.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Bliss Owen, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 180913.1 passed 8 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

- Student data for the Success for All program was shared (overview of results from last year to this year highlight improvements)

- School goals are being posted in each building (K-5 Goals and 6-8 Goals)
- Two academic mentors – one for grades K-5 and one for grades 6-8
- K-5 mentor will be sharing more data for the monthly focus at the next BOT meeting when additional data will be shared
- Professional Development
 - Getting Along Together training was held for new staff and revisited for returning staff
 - Oral language development put in place for kindergarten students
 - Review of student outcomes
 - Roots and Wings involved in a full day of training
 - Edge for Middle School consisted of two days of training
 - Writing from the Heart – consistent writing program for K-5
- New and updated text books for Science added to Middle School
- Revised schedules
 - Middle School teams have one hour of common planning time
 - Grades K-5 have two half hour blocks of common planning time
 - Every grade (K-8) is now taking Spanish – with more extensive study for grades 7 and 8
 - ✓ Spanish homework is assigned in grades 3, 4, 5 and it is being completed and returned
 - Health is being taught for grades 5-8 with some push-in during some Science classes
 - ✓ Mandated health studies for K-4 are expected from the State – will also be rolling out K-8 in the future
- Trauma book assignments were given to staff – each PD day will include a half-hour break out into groups for discussions
 - The definition of trauma was assigned first
- A UCCS volunteer passed away and requested books and monetary donations be made in his memory. We have received \$244 to date with a plan to purchase middle school books for the lending library.
- Received 95 backpacks filled with school supplies donated by the Kennedy Foundation – in honor of Mr. Kennedy’s son who focused on giving back to his community prior to his death in his 20’s. He grew up in this neighborhood and went to this school when it was a Catholic school.
- Discussed the need for a resolution to update the signatories for the M&T Line of Credit

Motion 180913.2

Upon a motion by Julie Boland and duly seconded by Kathleen Hurley Wicorek, the following was submitted for adoption: RESOLVED that the Board of Trustees approve authorization for signatories for the M&T line of credit for Lynn McCarthy, CEO and Bliss Owen, BOT Treasurer.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Bliss Owen, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 180913.2 passed 8 to 0

- Our kindergarten students were not added to RCSD buses even though the paperwork was hand-delivered during the summer. SED has been informed of the issue.
- Introduction of Kevin Beaumont, Principal:
 - Grew up in West Irondequoit and graduated from SUNY Brockport
 - Was Dean of Students at Uncommon School of Rochester Prep for eight years
 - After subbing at UCCS, a passion to work at UCCS was established
 - Making the change of adding 6th grade to the middle school has been positive – improved the atmosphere in the elementary building
 - Eighth graders are on one floor which cuts the transition time between classes
 - Sixth and seventh graders are on the second floor
 - Next week is a planned Field Day event (Friday at Ellison Park)
 - Students will be bussed and the physical education staff is planning events for the students

Carl Parris:

- Shared a presentation related to the Monthly Focus: Student Success Team
- Centralized everyone that works within the social/emotional/trauma area
- We want students at UCCS to succeed. We must make changes in our approach to provide a path for success.

FINANCE COMMITTEE REPORT (Refer to Attachment A) – Bliss Owen & Lisa King:

- Dashboard
 - Demographics for Male and Female Students at 50/50
 - ✓ 91.1% Free/Reduced Meals
 - ✓ 8.1% Special Ed - some 8th grade students graduated and some students are awaiting testing (kindergarteners and others)
 - ✓ ENL at 7.1% – some testing underway
 - Staffing
 - ✓ 73 staff employees

- ✓ Will update staff demographics – collecting forms from each noting individual identification
 - 395 students enrolled at opening – budgeted – allowed to accept 400
 - ✓ 19 students transferred in August before opening and all spots were filled (moved out of state, suburbs, off to different charter schools)
 - ✓ Added one more student to both first grade classrooms – not adding to 7th and 8th grade at 395
 - ✓ Wait list is at 871
 - Seven teachers resigned in August in addition to the principal and one food service worker; school opened fully staffed
 - ✓ Many moved to the Rochester City School District
- Treasurer’s Report as of August
 - Revenue off by \$16,000 since we have not received our food reimbursement from the State (rates are not available)
 - Cash on Hand at \$1.1M
 - Discussed approval for any options for increased academic outcome spending
- Audit Review – Bliss Owen
 - Draft of certified audit was shared

Motion 180913.3 Upon a motion by Bliss Owen and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the Audit as presented.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Bliss Owen, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wicorek

Voting in the negative: None

Motion 180913.3 passed 8 to 0

GOVERNANCE COMMITTEE – Megan Bosco

- Met this month and discussed in detail revisions to be made to our Mission Statement
 - Will need to be submitted to the Board of Regents for approval
- Recruiting is ongoing:
 - Parent (will reach out to staff for referrals)
 - HR
- Committee is working on the metrics for CEO’s evaluation
- Strategic Plan is being pulled together
- Committee meets the first Thursday of each month

BUILDING COMMITTEE

- Father Schrader reached out to UCCS and would like to meet to discuss options
 - Will schedule for Monday or Tuesday afternoon

PTA REPORT – Kisha Stubbs:

- Heavenly Delight Fall Fundraiser kicked off this week
- Attended a three hour Genesee Valley PTA Seminar - in compliance August 27
- Encouraged all to join the PTA
- Next meeting is October 3 at 5:30 p.m. – alternates between Mondays and Thursdays every other month

CHAIR REPORT – Nelson Blish:

- Expressed appreciation for 100% attendance by board members

PUBLIC COMMENTS - None

Motion 180913.4 Upon a motion by Julie Boland and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:30 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Jason Mellen, Bliss Owen, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wicorek

Voting in the negative: None

Motion 180913.4 passed 8 to 0

NEXT BOARD MEETING: Thursday, October 11, 2018

Urban Choice Charter School
Treasurer's Report
Sept 2018

As of August 2018

	MTD Actual	MTD Budget	Current Month Variance	YTD Actual	YTD Budget	YTD Variance
Revenue	454,836	456,620	(1,784)	909,771	925,740	(15,969)
Expenses	334,270	408,635	(74,365)	734,009	733,405	604
Net	120,565	47,985	75,580	175,763	192,335	(16,572)

Cash on Hand 1,114,219 48,007 in Receivables

Plus Investments 758,299