

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, MARCH 14, 2019**

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

**Absent:** Bliss Owen

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the March 14, 2019 Board of Trustees meeting on February 27, 2019. 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.

**Motion 190314.1** 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 February 21, 2019 minutes.

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

**Voting in the negative:** None

Motion 190314.1 passed 7 to 0

**LEADERSHIP TEAM REPORT**

**Lynn McCarthy:**

- Our corrective action plan has been submitted for the deficiency rating
  - Academic
    - ✓ Expanding on coaching model

- ✓ Fully implement i-Ready Program (popular with many districts)
  - ✓ RtI program to better meet the academic and social needs of all students
- Assessments
  - ✓ Students will take intermittent tests that are curriculum aligned
- Effectively Responding to Every Student Succeeds Act
  - ✓ 91% of our students are returning for the next school year
  - ✓ Explained the logistics involved with building our ELL and SPED students as a result
- The New York State Education Department Charter School Office Mid-Term Site Visit Protocol was shared
  - This was shared with all staff members and also discussed at Professional Development
- We have signed a contract with Empire Charter Consultants for assistance with writing our Charter Renewal Application
- A meeting is set for March 28 with the NYSED Charter School to review the Charter Renewal Process with an opportunity to receive answers to questions
  - Four staff members along with our Board Chair will attend
- We have a meeting on March 28 with David Frank and Susan Gibbons to review the process/answer questions related to the Charter Renewal to be held in Batavia
  - Four staff members will attend along with Nelson
  - Workshop will be held for all in the fall
  - Documents will be uploaded by a deadline of Monday
  - Expressed appreciation to Jason and Megan for providing the documents needed from the BOT

### Monthly Focus – Family & Community Engagement – Andrea Bertucci

- Andrea Bertucci shared a presentation highlighting:
  - Video created by Good Schools Roc – interviewed students and families
  - Open House
  - Strong attendance
  - Fire Prevention Week
  - Monthly Award Celebrations
  - Student Council
  - Family Nights: Bingo and Science Fun
  - Pennies for Patients
  - Holiday Card Drive
  - Breakfast with Santa – partnership with Cheesecake Factory and Center for Youth
  - Winter Store
  - Positive Postcards
  - Black History Month/Diverse Books for the Library
  - Volunteer Program
  - Donations and Fundraising

- Silent Disco
- Volunteer match
- Orientation
- Support for the PTA
- Charter School Commercial/Sandy Waters Neighbors in Need
- Seven UCCS students contributed for the charter school commercial

Kevin Beaumont, Principal

- Honor Roll field trip was held for our students at Horizon Fun FX – 100 students attended
- Saturday School has been a success

Lisa King:

- Financials are fine
- Off on revenue due to timing
- Expenses are down
- Follow up discussion held related to the 990 Tax Form approval needed

**Motion 190314.2**                      Upon a motion by Julie Boland and duly seconded by Megan Bosco, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the 2017 990 tax form.

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

Voting in the negative:          None

Motion 190314.2 passed 7 to 0

- Shared that a future change for the 403B is proposed. The only change is related to paying back a loan – eliminating the payroll deduction option and offering My Plan continuation only.

**GOVERNANCE COMMITTEE – Megan Bosco**

- Requested completion of brief survey by March 31
  - Summary of responses will be shared

- Retreat/training day – combination of efforts
  - Tentatively set for April 6 at 8:30 a.m. at St. John Fisher College for half day
  - Agenda planned for three relevant topics
    - ✓ Since external trainer is not available, will likely hold off on role of the board
  - Will spend time reviewing the document for the site visit protocol – learn more and gain understanding about what the visit will look like - ten benchmarks
  - Will be better prepared for the Focus Group on the 8<sup>th</sup> or 9<sup>th</sup> of April
  - Will gain understanding of the efforts in place to improve our designation as a CSI school
  - Strategic Plan is needed and Jason shared a draft which will be discussed in detail at the retreat

**FINANCE COMMITTEE REPORT – Bliss Owen/Lisa King – (*Refer to Attachment A*)**

- Ordered signs for the new mission statement – should arrive today

**BUILDING COMMITTEE**

- Mark Street property is back on the market.
  - Revising letter of intent
  - E3 board will make a decision next week – based on our revised letter of intent and commitment from the bank
  - If purchase offer is accepted, turn into commitment
  - \$6.2 M tentative approval from bank

**Motion 190314.3**                      Upon a motion by Megan Bosco and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve to revise our Letter of Intent to reflect a building purchase price of \$6.2M.

Voting in the affirmative:      Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative:         Megan Bosco, Jason Mellen

Motion 190314.3 passed 5 to 2

**PUBLIC COMMENTS – None**

**Motion 190314.4**                      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 to adjourn the meeting at 7:25 p.m.

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

**Voting in the negative:**            None

Motion 190314.4 passed 7 to 0

**NEXT BOARD MEETING:** Thursday, April 11, 2019

Urban Choice Charter School  
Treasurer's Report  
March 2019

**As of Jan 2019**

	MTD Actual	MTD Budget	Current Month Variance	YTD Actual	YTD Budget	YTD Variance
Revenue	469,484	531,782	(62,297)	3,528,138	3,686,951	(158,813)
Expenses	491,455	543,443	(51,988)	3,340,354	3,550,398	(210,044)
Net	(21,971)	(11,661)	(10,310)	187,784	136,553	51,231

Cash on Hand    1,763,317    18,971 in Receivables

Plus Investments    696,897