

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, JUNE 13, 2019**

**Present:** Nelson Blish, Julie Boland, Kathleen Hurley Wiecek, Jason Mellen, Bliss Owen, Lee Tutt

**Absent:** Megan Bosco, Miriam Miranda-Jurado

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the June 13, 2019 Board of Trustees meeting on June 5, 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 5:59 p.m. and the mission statement was shared.

**Motion 190613.1** Upon a motion by Bliss Owen and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the May 9, 2019 minutes.

**Voting in the affirmative:** Nelson Blish, Julie Boland, Kathleen Hurley Wiecek, Jason Mellen, Bliss Owen, Lee Tutt

**Voting in the negative:** None

Motion 190613.1 passed 6 to 0

**LEADERSHIP TEAM RPORT**

**Lynn McCarthy:**

- Have been meeting with teachers that contributed with an independent professional development plan
  - Impressed with the amount of time and effort staff put into this
  - Presented evidence that was applied towards incentive
  - It has been positive having staff present for Professional Development

- ✓ Jason Mellen shared appreciation that the program came together as was envisioned by the BOT
- ✓ A new staff handbook has been created thanks to staff member Susan Pluff which provides valuable guidance
- Financials will be up to date with help from a financial group recommended and introduced by Bliss Owen
- Requested a list from our teaching assistants of their top three choices for grade level placement
  - We will try to accommodate grade level place that is most comfortable
- Andrea Rogers has been providing assistance writing our new charter renewal
  - Completed a review of Benchmarks 2, 3, 7
  - Benchmarks 4, 5, 6 completed with help from Jason Mellen and Megan Bosco
  - Planning to have a draft available before the July BOT meeting

### **Kevin Beaumont**

- 4<sup>th</sup> and 8<sup>th</sup> grade students completed their science tests
  - Students worked hard and results will be determined
- 8<sup>th</sup> graders completed their Spanish exam this morning
- End of year celebrations planned for our students: Darien Lake, Seabreeze, outside activities, bounce house
- 8<sup>th</sup> grade graduation set for next Thursday
- Extended appreciation to the BOT and leadership team for the opportunity this year

### **Kisha Stubbs**

- Instruction staff attendance decreased slightly
- ATS visits increased
- Out of school suspensions increased
- Enrollment – first grader moved to Atlanta
- Student attendance at 92.8%
- 6<sup>th</sup> grade science teacher resigned

### **FINANCE COMMITTEE – Bliss Owen**

- The preliminary budget was reviewed and shared last month.

### **Motion 190613.2**

Upon a motion by Bliss Owen and duly seconded by Kathleen Hurley Wicorek, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the 2019-2020 School Year Budget.

Voting in the affirmative: Nelson Blish, Julie Boland, Kathleen Hurley Wiecek, Jason Mellen, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 190613.2 passed 6 to 0

- Finance Committee met this week
  - Financial statements will be reviewed prior to the next meeting
  - Portions of the charter renewal application have been reviewed
  - Budget report reviewed as part of the application
  - Pre Audit meeting planned for the first week of July with audit to begin on July 24

#### **GOVERNANCE COMMITTEE**

- Kathleen Hurley Wiecek reported that the board held a successful retreat and have been working on the CEO's evaluation

#### **BUILDING COMMITTEE**

- A firm has been authorized to scan the square footage which has been completed

#### **CHAIR REPORT**

- Announced that the speaker for graduation will be T. Andrew Brown, Vice Chancellor of the NY Board of Regents
- Meeting with Susan Gibbons and David Frank has been set for Friday, June 28 at 1:00 p.m.
- Graduation set and the BOT received invitations

#### **PUBLIC COMMENTS**

- Questions were addressed regarding the possible new building, principal hires, and surveys

**Motion 190613.3** Upon a motion by Bliss Owen and duly seconded by Jason Mellen, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session to review a personnel matter.

Voting in the affirmative: Nelson Blish, Julie Boland, Kathleen Hurley Wiecek, Jason Mellen, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 180613.3 passed 6 to 0

**Motion 190613.4** Upon a motion by Kathleen Hurley Wiecek and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session.

Voting in the affirmative: Nelson Blish, Julie Boland, Kathleen Hurley Wiecek, Jason Mellen, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 180613.4 passed 6 to 0

**Motion 190613.5** Upon a motion by Jason Mellen and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting.

Voting in the affirmative: Nelson Blish, Julie Boland, Kathleen Hurley Wiecek, Jason Mellen, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 190613.5 passed 6 to 0

**NEXT BOARD MEETING** July 11, 2019