

URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, SEPTEMBER 12, 2019

Present: Mubarak, Bashir, Nelson Blish, Julie Boland, Bliss Owen, Lee Tutt, Kathleen Hurley Wieceorek

Absent: Megan Bosco, Miriam Miranda-Jurado

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the September 12, 2019 Board of Trustees meeting on September 4, 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 6:03 p.m. and the mission statement was shared.

Motion 190912.1 Upon a motion by Bliss Owen and duly seconded by Kathleen Hurley Wieceorek, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the August 8, 2019 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Bliss Owen, Lee Tutt, Kathleen Hurley Wieceorek

Voting in the negative: None

Motion 190912.1 passed 6 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

- 2018-19 ELA and Math Scores
 - Disappointed with our results

- Higher than RCSD and we made gains, but overall lower than expected
- Staff changes were made and are in place - should impact the scores going forward

Chris Vernon and Michael Samuel – Co-Principals:

- Shared their disappointment with the results followed by plans to tackle the issues:
 - Addition of iReady Diagnostics
 - ✓ Goal is to improve scores for ELA and Math
 - ✓ Gives us a clear breakdown and builds into the online lessons for RtI
 - ✓ Providing the material to the students in terms of what they need to work on
 - Confident in math this year
 - ✓ Hired a math coordinator – exactly what we need
 - ✓ Middle school has a strong math team – three teachers – one new with strong results in her past experience
 - Structured approach to assessments – clear planning and long-range planning
 - Academic monitoring
 - “Looking for learning” – engage students to understand their feelings about their learning and what is helping and what is hindering
 - Grade level team meetings will begin next week
 - Accountability – teachers and students

Carl Parris:

- Providing a social emotional component
- Implementing the Getting along Together (character-based curriculum)
- Center for Youth – training entire staff
- Addition of School Wide Information System (SWIS) - a program for monitoring behavior

Jason Mellen:

- Shared a draft of a new format for the Dashboard
 - Connects to our benchmarks – state and strategic plan
 - Formative Assessments
 - Summative Assessments
 - Trends over time
 - Enrollment
 - Wait List
 - Student Demographics

- Disciplinary Measures – SWIS – track certain behaviors
- Attendance
- Accountability Metrics (Strategic Plan)
 - ✓ Consider sending out the Accountability Metrics two weeks in advance quarterly or monthly and seek response/feedback from BOT members

GOVERNANCE COMMITTEE REPORT

Motion 190912.2 Upon a motion by Nelson Blish and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the appointment of Kathleen Hurley Wiecek as Board Vice Chair for the remainder of the 2019-2020 school year.

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

Voting in the negative: None

Motion 190912.2 passed 6 to 0

FINANCE COMMITTEE REPORT – *Bliss Owen*

- Shared year-to-date actuals
 - Finance Committee reviewed and understands all differences
- Shared the audit report with the BOT
 - Opinion letter – explains UCCS’s responsibilities and the responsibilities of the accountant
 - ✓ Indicates:
 - ❖ No significant difficulties in dealing with management
 - ❖ Management corrected any misstatements
 - ❖ No issues were detected as procedural
 - ❖ No disagreements with management
 - Advisory Comment Letter – explains what was reviewed
 - ✓ No significant deficiencies
 - ✓ No material weaknesses
 - ✓ Page three referenced that appropriate approvals for contracts and other disbursements were not being followed consistently

- ❖ Appropriate changes made
- ✓ The Finance Committee Chair began signing off on bank reconciliations last year and this was recognized
- ✓ Vacation accrual – no management oversight
- ✓ Finance Committee minutes will be recorded monthly

Motion 190912.3 Upon a motion by Bliss Owen and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees accept the financial statement as presented and audited.

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

Voting in the negative: None

Motion 190912.3 passed 6 to 0

BUILDING COMMITTEE

- Waiting for communication from the current owner of the building

CHAIR REPORT – Nelson Blish

- Referenced creation of a calendar for BOT members sign up to visit UCCS for tours, observe science classes, attend meetings
 - Would allow BOT members to have an opportunity to observe the school day and events a little more often
 - Visits are not related to observing or evaluating teachers/staff
 - Staff calendar will be shared with BOT members
- Open House will be held on Thursday, September 26 from 6-7:30 p.m.
- Seeking a parent member to serve on our BOT
 - Plan to create a vision board
 - Will have table at Open House

PUBLIC COMMENTS

- Discussed Ten Square
 - A charter support organization
 - Will allow us to seek a second perspective on our middle school scores
 - Observations set for September 25 and 26

Motion 190912.4 Upon a motion by Julie Boland and duly seconded by Lee Tutt, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:31 p.m.

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

Voting in the negative: None

Motion 190912.4 passed 6 to 0

NEXT BOARD MEETING October 10, 2019