

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES MEETING – MINUTES
THURSDAY, AUGUST 11, 2022**

Present: Mubarak Bashir, Miriam Miranda-Jurado, Bliss Owen, Nicole Reinhardt, Taj Smith

Absent/Excused:

Guests: Tia Moore and Sea Sigal, Prospective Board Members

Media Notification: The Democrat and Chronicle was notified of the August 11, 2022 meeting on August 5, 2022. Zoom link was also shared with staff members and posted on the UCCS website.

BOARD MEETING

The meeting was called to order at 6:00 p.m. by Mubarak Bashir and the Mission Statement was shared.

Motion 220811.1 Upon a motion by Taj Smith and duly seconded by Miriam Miranda-Jurado, the following was submitted for approval: RESOLVED that the Board of Trustees approve the July 14, 2022 BoT Minutes.

Voting in the affirmative: Mubarak Bashir, Miriam Miranda-Jurado, Bliss Owen, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 220811.1 passed 5 to 0

- Introduction of board members, two prospective board members, and staff members

CEO's REPORT - Lynn McCarthy

- Abbreviated Dashboard was shared in advance for review
 - Wait list by grade level corrected as of 7.31.22
 - There are currently 334 applications with kindergarten students low
- Summer School had 85 students attending on a regular basis
 - Over 100 started the program and some did not attend regularly
 - Average daily attendance 85%
 - Two pieces – academic earlier in the day with lunch and dismissal and then the afternoon included fun activity time for students that stayed
 - Mandrick Crawford ran this summer programming
 - ✓ Snacks and drinks were served with a movie every Wednesday afternoon
 - ✓ Fridays included field trips: bowling, gaming truck, Rochester Museum and Science Center, and an end of the Summer Bridge celebration with obstacle course, water slide, bounce house, etc.
 - At 3 p.m., families were invited for a cookout picnic (hamburgers, hot dogs, chips and drinks – there was strong family participation and students had fun
 - Applying for reimbursement for our summer school meals
 - Busing is our largest expense - \$35K for daily busing and then additional for field trips
 - Board member inquired about a survey to include the Summer Bridge program for capturing data and suggestions
 - Board member suggested two ideas for consideration
 - ✓ Introducing students to nutritional content and healthy meal planning
 - ✓ An opportunity to expose students to cultural foods
 - Leadership is looking at some form of assessment for summer school growth
- Leadership Team is on vacation this week – CEO in attendance only
- New Math Consultant hired: Lucia Kaempffe, Ed.D. (Lucy)
 - Interviewed five candidates prior to selecting Lucy
 - Shared Lucy's resume with board members along with a list of deliverables and the proposed scope of work
 - Retired assistant principal
 - A very good fit for Urban Choice Charter School
 - A board member referenced a need for racial diversity
- Board member inquired about current staff status
- Discussed Data Analyst position that is still being considered – hiring out a possibility
- Close to hiring Director of Operations
- The HR position will likely be part-time

Motion 220811.2

Upon a motion by Bliss Owen and duly seconded by Taj Smith, the following was submitted for approval: WHEREBY Urban Choice Charter School is committed to improving math outcomes and THEREFORE be it RESOLVED that the Board of Trustees authorizes

the CEO to enter into a consulting agreement not to exceed \$90K with Lucia Kaempffe, Ed.D. to improve math outcomes for the 2022-2023 school year.

➤ Discussion:

- Possibility of another candidate being hired to work directly for UCCS during the school year

Voting in the affirmative: Mubarak Bashir, Miriam Miranda-Jurado, Bliss Owen, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 220811.2 passed 5 to 0

- Director of Curriculum and Instruction open position has not been filled to date
 - Many outside interviews
 - Lacking experience directly with curriculum and instruction or coaching
 - Interviewing an internal candidate next week with coaching experience
 - A board member recommended hiring a candidate with “hands-on experience” for this position – professional knowledge and not just an education
- CEO will share information following the board retreat
 - Goals and data
 - Met with iReady contact today
 - Data piece will be sent with the goals

TREASURER’S REPORT – Bliss Owen (*Please refer to attachment*)

- Certified audit in progress
- Final numbers are not available currently
- Balance sheet is still strong
- When final audit is received, will review in detail

GOVERNANCE REPORT – Nicole Reinhardt

- Three pending prospective board members

- Will be meeting with Miriam Miranda-Jurado in the next couple of weeks to put together a more formal schedule
- There is a need for a one-page document to share with interested prospective board members
- Nicole is requesting a pamphlet that was created last year
- Bylaws need to be reviewed and updated – some things do not apply
- Leadership shared that a UCCS parent is interested in board membership

CHAIR REPORT – Mubarak Bashir

Motion 220811.3 Upon a motion by Nicole Reinhardt and duly seconded by Taj Smith, the following was submitted for approval: **RESOLVED** that the Board of Trustees approve the cover letter presented authorizing the CEO for the charter renewal application due on August 16, 2022.

- Discussion:
 - Taj will share a few edits for consideration

Voting in the affirmative: Mubarak Bashir, Miriam Miranda-Jurado, Bliss Owen, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 220811.3 passed 5 to 0

- 2022-2023 Board goals
 - Seeking additional board members to reach nine by the end of 2022-2023 school year
 - Expand membership of board committees to include non-board members
 - At least one additional person for each committee
 - Strategic planning and continuous improvement goals
 - ✓ Convene for an additional 20-30 hours to strengthen governance and oversight
 - Throughout the school year, the Board will update and deepen knowledge of a charter school and framework
 - ✓ Discussed measurements
 - ✓ Training geared towards performance framework
 - ✓ Considering editing to develop a clear metric

- Throughout the school year, review policies and submit all new policies and revisions to Charter School Office as required
 - ✓ Attorney Kirsten Barclay is developing a list of policies in need of review
- Board calendar was reviewed
 - ✓ Add the Education Committee – meeting 40 minutes prior to each board meeting
 - ✓ Adjustments can be made as needed
- Discussed the upcoming resolution for video conferencing for board meetings
 - Purchasing technology
 - Entre will meet with the CEO tomorrow to review needs

PUBLIC COMMENTS – None

Motion 220811.4 Upon a motion by Bliss Owen and duly seconded by Taj Smith, the following was submitted for approval: RESOLVED that the Board of Trustees adjourn the meeting at 7:06 p.m.

Voting in the affirmative: Mubarak Bashir, Miriam Miranda-Jurado, Bliss Owen, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 220811.4 passed 5 to 0

NEXT BOARD MEETING: September 8, 2022

Urban Choice Charter School
Treasurer's Report
08/11/22

The Finance Committee met on July 25, 2022 to review the DRAFT June 30, 2022 financials.

The results reported are DRAFT as the external audit is underway and the auditors may have final adjustments that would change these reported amounts.

DRAFT results for the year ended June 30, 2022:

	YTD Actual	YTD Budget	YTD Variance
Revenue	7,193,977	7,573,081	(379,104)
Expenses	6,754,307	7,065,532	(311,225)
Revenue over Expenses from Operations	439,670	507,549	(67,879)
PPP Loan Forgiveness	732,700	732,000	700
Revenue over Expenses	1,172,370	1,239,549	(67,179)
Total Assets	<u>5,851,437</u>	(includes cash of \$4,200,327)	
Total Liabilities	1,512,875		
Net Assets	<u>4,338,562</u>		
	<u>5,851,437</u>		

Our next meeting is August 30, 2022 at noon.