

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES MEETING – MINUTES
MONDAY, JUNE 6, 2022**

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

Absent:

Media Notification: The Democrat and Chronicle was notified of the June 6, 2022 meeting on May 31, 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 Miriam Miranda-Jurado and the Mission Statement was shared.

Motion 220606.1 Upon a motion by Bliss Owen and duly seconded by Taj Smith, the following was submitted for approval: RESOLVED that the Board of Trustees approve the May 12, 2022 BoT Minutes.

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

Voting in the negative: None

Motion 220606.1 passed 4 to 0

CEO's REPORT – Lynn McCarthy

- Enrollment: 390 students for the month of May
- **Kelly Walker shared:** Students with Disabilities and ELL
 - A student transferred to a different school with new services
 - ELL remains consistent with one student moving out of state
- Attendance

- 7th grade at 79% partially due to some students staying home after a fight involving girls in that grade level
 - ✓ **Carl Parris shared:** Five-six girls were involved
 - Seriousness of incidents – all involved were out five days and some chose to stay away from school longer
- Staff and parents were asked to complete the CSO survey
 - Most recent information: 20 staff members out of 30 completed the survey
 - Only 6% of our families completed the survey
- Staff demographics
 - Seeking teaching assistants and counselor/social worker – job openings are posted
- BoT inquired about parent/family engagement
 - Conferences of individual teachers/families
 - ✓ Teachers track calls home, conferences, meetings – teacher contacts could be identified
 - ✓ Conferencing with families in detail will be shared going forward

Amy Rawleigh-Schiavi:

- iReady data
 - In the process of administering of iReady data for mathematics this week and ELA next week
 - Looking at end of year growth rates, movement and grade bands for each student
 - Will present end of June/early July where students have shown growth at that time
 - ✓ Similar format to what we presented in the mid-year
 - ✓ K. Walker and M. Samuel have been instrumental in putting together the testing format for us
 - ✓ Will go over our assessment data and comparison detail with the iReady data
 - ✓ We are showing promising growth and hope to see more as students begin their testing
- NYS Science Test was administered today

Lynn McCarthy:

- Number of students and movement shared – looking deeper at the numbers with some students moving two grade levels
 - Shifted focus from percentages to individual students – knowing each student individually
- NYS ELA prediction clarified and will compare when results are received
 - CSO was clear that we need to focus on NYS test scores
- Discipline
 - Referrals have decreased in May
 - Locations are consistent
 - Disruption in classrooms has increased

Carl Parris:

- Correlation with repeat offenders
- From 1-2 p.m. have highest referrals and shifting towards the end of the day
 - Two grade levels involved towards the end of the day primarily 3rd grade and 6th grades
 - With longer day and schedule after lunch recess there is a peak and after 3 p.m. until the later dismissal time
 - Desk and supervision in the hallway at lunch has helped change habits
 - Referrals are often the same students
 - Days of the week – referrals are higher on Mondays and Tuesdays
 - Grade two added with more referrals – some issues with girls – uptick and increase in behavior issues

Amy Rawleigh-Schiavi:

- Planning celebrations for kindergarten and 8th graders
 - Parents and family members are excited
 - Will have more information shortly
- Staffing in place for the summer learning program

Michael Samuel:

- Family Night
 - Recognized board members M. Miranda-Jurado and B. Owen for their attendance
 - 48 families attended
 - 200 students and family members were in attendance
 - Variety of Games: Alphabet Bingo, Simon Says, Paperclip Fetch, etc.
- ROC Kids Connect – working on planning the last event of the year
 - Working with Pittsford schools where students are involved with final exams at this time
- Extended day program with the Urban League
 - Will wrap up on the 16th of June
 - Students participating have received a \$150 stipend
 - Once program concludes, participating students will receive another \$150 stipend – will receive \$300 each and looking to increase next year
 - Will review pilot program and determine what worked and what needs to change

Kelly Walker:

- CSE meetings are going well – wrapping up the school year
- Setting up for our 8th graders
- UCCS has so many parents participating – 98%
- Zoom meetings have helped
- ELL testing went well
- Hope to see Math and ELA results soon

Kirsten Barclay, Esq.:

- Key Design – technology focus is important
- Need to meet the technology rich programs and experience piece
- M. Samuel shared that a podcast program is in place
 - Grade levels will be discussed with 6, 7 & 8
 - May be able to include more grade levels depending on the number of students
 - Urban League is struggling with instructors – hoping to stretch the program out to more grade levels

TREASURER's REPORT – Bliss Owen – See Attached Report

- The Finance Committee meeting was held later due to the CSO meeting
- Cash remains strong
- Accrued expenses for future rent to be finalized
- Pre-audit meeting held with auditors
- Single audit in addition to financial audit

GOVERNANCE COMMITTEE REPORT – Miriam Miranda-Jurado

- Need for additional board members
- Parent participation is critical
 - Michael Samuel shared that an interested UCCS parent will meet with L. McCarthy and M. Bashir to discuss joining the board (with a couple of children attending UCCS)
- A need to review board handbook for any policy changes
 - Parental complaint policy not included in our documentation
 - ✓ A process with steps is needed
 - ✓ N. Reinhardt will obtain the board policy so it can be reviewed
- Technology for virtual meetings needs to be in place
- Feedback related to board recruitment

- CSO indicated that UCCS does not have restrictions for board members in other charter schools

CHAIR REPORT – Mubarak Bashir

- CSO visit highlights the need for urgency
- Need to ensure that UCCS is rechartered
- Timeline with critical deadlines
- Establish dates
- Rechartering process is beginning – meetings with leadership team to be scheduled
- There should not be significant changes - two years since last application
- Audit completed
- Changed curriculum
- Application will process through the benchmarks
- As we complete each section, will send each section to the BoT for review/revisions
- Final read-through and the board votes on the renewal going forward

PUBLIC COMMENTS

Motion 220606.2 Upon a motion by Bliss Owen and duly seconded by Taj Smith, the following was submitted for approval: RESOLVED that the Board of Trustees enter Executive Session to discuss a staffing matter at 7:08 p.m.

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

Voting in the negative: None

Motion 220606.2 passed 5 to 0

Motion 220606.3 Upon a motion by Miriam Miranda-Jurado and duly seconded by Bliss Owen, the following was submitted for approval: RESOLVED that the Board of Trustees end Executive Session at 7:45 p.m.

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

Voting in the negative: None

Motion 220606.3 passed 5 to 0

Motion 220606.4 Upon a motion by Taj Smith and duly seconded by Nicole Reinhardt, the following was submitted for approval: RESOLVED that the Board of Trustees adjourn the meeting at 7:45 p.m.

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

Voting in the negative: None

Motion 220606.4 passed 5 to 0

NEXT BOARD MEETING: July 14, 2022

Urban Choice Charter School
Treasurer's Report
06/06/22

The Finance Committee met on June 3rd to review the April, 2022 financials.

For the ten months ended April 30, 2022:

| | YTD Actual | YTD Budget | YTD Variance |
|---------------------------------------|---------------|--------------------------------|-----------------|
| Revenue | 5,841,944 | 6,240,084 | (398,140) |
| Expenses | 5,616,826 | 5,837,861 | (221,035) |
| Revenue over Expenses from Operations | 225,118 | 402,223 | (177,105) |
| PPP Loan Forgiveness | 732,700 | 732,000 | 700 |
| Revenue over Expenses | 957,818 | 1,134,223 | (176,405) |
| Total Assets | 6,090,599 | (includes cash of \$3,958,373) | |
| Total Liabilities | 1,966,589 | | |

Our next meeting is June 28, 2022 at noon.