

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES MEETING – MINUTES
THURSDAY, APRIL 28, 2022**

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

Excused: Bliss Owen (Vacation)

Media Notification: The Democrat and Chronicle was notified of the April 28, 2022 meeting on April 20, 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. and the Mission Statement was shared.

Motion 220428.1 Upon a motion by Taj Smith and duly seconded by Nicole Reinhardt, the following was submitted for approval: RESOLVED that the Board of Trustees approve the March 10, 2022 BoT Minutes.

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

Voting in the negative: None

Motion 220428.1 passed 4 to 0

Motion 220428.2 Upon a motion by Miriam Miranda-Jurado and duly seconded by Taj Smith, the following was submitted for approval: RESOLVED that the Board of Trustees enter Executive Session to discuss the 2020-2021 and 2021-2022 CEI Contracts.

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

Voting in the negative: None

Motion 220428.2 passed 4 to 0

Motion 220428.3 Upon a motion by Taj Smith and duly seconded by Nicole Reinhardt, the following was submitted for approval: RESOLVED that the Board of Trustees end Executive Session at 6:33 p.m.

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

Voting in the negative: None

Motion 220428.3 passed 4 to 0

Motion 220428.4 Upon a motion by Taj Smith and duly seconded by Nicole Reinhardt, the following was submitted for approval: RESOLVED that the Board of Trustees hereby authorizes its attorneys, Bon Schoeneck and King, PLLC, to take all necessary actions with respect to the 2020-21 and 2021-22 contracts with the Center for Educational Innovation on behalf of the Board of Trustees, including mediation and/or arbitration pursuant to the dispute settlement clauses in the respective contracts.

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

Voting in the negative: None

Motion 220428.4 passed 4 to 0

CEO's REPORT – Lynn McCarthy:

- Enrollment
 - 391 (close to budget at 395)
 - Five classrooms at capacity with three close to capacity
 - ELL and Students with Disabilities consistent
- Enrollment for the 2022-23 school year
 - At full capacity with 400 students currently registered
 - Kindergarten is full
- Wait List
 - As of March 31 at 130
 - One offer extended for Grade 5

- Difficult to bring in new students this late in the school year
- Lottery
 - 331 applications
 - ELL and SPED being reviewed
- Attendance is increasing but not at goal
 - Students continue to test positive and kept from school while families also have positive tests and keep students home as a precaution

Michael Samuel:

- Our prior exchange with Pittsford schools was very positive
- The last event is being planned with a meeting tomorrow to develop something for outdoors

Lynn McCarthy:

- CSO is conducting staff and family surveys
 - Need 80% participation for accuracy

Carl Parris:

- Shared more detail about specific discipline issues
 - Month of March is most challenging – a long month with no days off
 - The Student Success Team is pushing into morning meetings
 - ✓ The team is working to eliminate students sharing of personal information which created issues
 - Taj suggested developing stress relieving practices for the students – during recess/gym
 - Routines and structure are very important
 - An event engaging student and staff was helpful – student vs staff basketball game

Lynn McCarthy:

- SWIS discipline data was distributed in a packet to all members
- UCCS was informed that school hours for the next school year will be 9 a.m.-4:30 p.m. for students going forward
 - Adds ½ hour on to our instructional time
 - Staff hours would be 8:30 a.m.-4:45 p.m.
 - Dismissal should be more consistent and accurate at 4:30 p.m. compared to this year with buses arriving late
 - Adding this extra half hour takes away from PD, meeting and planning time

- CEI expense no longer in place
- Lease currently at \$24K monthly and is under review
 - ✓ Auditor will send National Heritage a letter indicating that we need to confirm
- Building maintenance - Esser 3
- Trash expenses increased
- Added 2% increase for insurance
- E-Rate will decrease internet expenses

TREASURER's REPORT

- Reports were distributed and details will be shared at the next meeting

GOVERNANCE COMMITTEE REPORT – Miriam Miranda-Jurado

- Recruitment of board members a concern in terms of the amount of work that needs to be done

Motion 220428.5

Upon a motion by Taj Smith and duly seconded by Nicole Reinhardt, the following was submitted for approval: WHEREAS, Board of Trustees Member Shakeel Armstrong has failed to attend three Consecutive board meetings without offering any excuse(s) for absences; and WHEREAS, New York State Education Law 226(4) and Article II(D) of Urban Choice Charter School's bylaws require that, under such circumstances, the Board of Trustees deem these absences as constituting Shakeel Armstrong's resignation; and WHEREAS, on multiple occasion the Board Chair has attempted to contact Shakeel Armstrong to identify excuses for absenteeism, to no avail; and NOW, THEREFORE, BE IT RESOLVED, Shakeel Armstrong is deemed to have resigned from the Urban Choice Charter School Board of Trustees, effective April 28, 2022.

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

Voting in the negative: None

Motion 220428.5 passed 4 to 0

Motion 220428.6 Upon a motion by Taj Smith and duly seconded by Nicole Reinhardt, the following was submitted for approval: RESOLVED that the Board of Trustees elect Miriam Miranda-Jurado as Vice Chair for the remainder of the 2021-2022 school year as identified by the Board Chair and Governance Committee.

Voting in the affirmative: Mubarak Bashir, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 220428.6 passed 3 to 0

CHAIR REPORT – No Report

PUBLIC COMMENTS

- Discussion related to concerns with attendance
 - Incentives
 - Plan to return to school sports which should boost attendance for the next school year
- Suggested having uniforms available for students to maintain dress code
- Request for Smartboard upgrades or improvements with technology

Motion 220428.7 Upon a motion by Miriam Miranda-Jurado and duly seconded by Nicole Reinhardt, the following was submitted for approval: RESOLVED that the Board of Trustees adjourn the meeting at 7:30 p.m.

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

Voting in the negative: None

Motion 220428.7 passed 4 to 0

NEXT BOARD MEETING: May 12, 2022

Urban Choice Charter School
Treasurer's Report
April-22

The Finance Committee met on April 26th to review the March, 2022 financials.

For the nine months ended March 31, 2022:

	YTD Actual	YTD Budget	YTD Variance
Revenue	6,038,645	6,345,229	(306,584) includes PPP Loan forgiveness of \$732,700
Expenses	4,812,668	5,228,876	(416,208)
Revenue over Expenses	1,225,977	1,116,353	109,624
Total Assets	5,621,317	(includes cash of \$4,472,231)	
Total Liabilities	1,229,150		

The preliminary budget for next year has been prepared. The Board will vote on it at their May meeting.

The outside audit will begin the 1st week of August. Pre-audit discussion with the audit Partner is scheduled for the first week of May.

Our next meeting is May 31, 2022 at noon.