

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES MEETING – MINUTES
THURSDAY, SEPTEMBER 14, 2023**

Present: Mubarak Bashir, Jeff Clark, Denise Friedman, Nicole Reinhardt, Taj Smith

Absent/Excused: Zahira Jimenez

Media Notification: The Democrat and Chronicle was notified of the September 14, 2023 meeting on September 7, 2023 with notice posted on the UCCS website.

BOARD MEETING

The meeting was called to order at 5:15 p.m. by Mubarak Bashir.

Roll Call: Jeffrey Allen, Esq., Kirsten Barclay, Esq., Mubarak Bashir, Jeff Clark, Denise Friedman, Lynn McCarthy, Nicole Reinhardt, Taj Smith

Motion 230914.1 Upon a motion by Jeff Clark and duly seconded by Taj Smith, the following was submitted for approval: **RESOLVED** to approve the September 14, 2023 meeting agenda.

Voting in the affirmative: Mubarak Bashir, Jeff Clark, Denise Friedman, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 230914.1 passed 5 to 0

Motion 230914.2 Upon a motion by Jeff Clark and duly seconded by Taj Smith, the following was submitted for approval: **RESOLVED** to approve the July 13, 2023 meeting minutes.

Voting in the affirmative: Mubarak Bashir, Jeff Clark, Denise Friedman, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 230914.2 passed 5 to 0

PUBLIC COMMENTS - None

TREASURER'S REPORT – Denise Friedman After Management Report

- Financial reports were shared
- Inero presented year-end statements at the Finance Committee Meeting
- Revisions are expected as a result of upcoming audit adjustments
- Overall, the school finished strong financially
- There is a plan to combine all cash accounts when closer to the dissolution of the Corporation
- Net A/R is \$89K including funds receivable from local school districts
- Students must register from the District
 - Collectibles to be determined once students are enrolled
- Grants Receivable \$312K
- \$4K in long-term assets will be written off
- Liabilities amount owed at \$437K - primarily comprised of \$298K to CEI and a portion accrued
 - Mediation is set for November – a decision to be made by the end of the year
- Remaining liabilities for legal, accounting and employee benefits
- Accrued payroll \$980K for retention payout
- Income statement to include a sweep account - above budget
- Total cash remains strong
- Funds are set aside for the dissolution
- Funds will be used for legal and audit
- Grants – stable from the prior month
- New budget will be shared
- Budget from earlier in 2023 was assumed the school would be open and operational
- Legal fees related to the arbitration
- Professional services – Inero and IT
- IT will be approximately \$20 per month going forward

- Lease – awaiting final utilities bill
- After August or September, building expenses will be settled
- Directors Insurance
- Office supplies will decrease after August
- Cash is in a positive position
- Non-renewal Budget prepared Inero
- Revenues – only income expected is from the sweep account at \$8K monthly
- Will offset the operating expenses for this year
- Technology and software nominal
- Personnel expenditures
- Benefits
- Health and Dental
- Payroll taxes
- 403b
- Staffing is greatly reduced
- Inero
- Website management is continuing
- Rent, utilities and trash removal for 1.5-2 months
- Insurance for students canceled
- Cost for copiers related to the lease which was broken

Motion 230914.3 Upon a motion by Nicole Reinhardt and duly seconded by Denise Friedman, the following was submitted for approval: **RESOLVED** to approve the Non-Renewal Budget for 2023-2024.

Voting in the affirmative: Mubarak Bashir, Jeff Clark, Denise Friedman, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 230914.3 passed 5 to 0

GOVERNANCE COMMITTEE REPORT - Nicole Reinhardt

No Report

CHAIR REPORT – Mubarak Bashir

No Report

MANAGEMENT REPORTS – Lynn McCarthy, CEO

Updates:

- UCCS vacated the facility on 8.21.23
 - Walk-through with management went well – no issues
 - Awaiting utilities bills
 - Awaiting release letter
- Audit has started as of Monday
- Closing procedures
 - Check list was shared two weeks ago – no questions
 - Child Nutrition Requirements
 - ✓ Processing all requirements
 - Need to voluntarily terminate from the Nation School Lunch Program
 - Year-end profit and loss statements
 - Audit of supplies and food
 - ✓ Have not used funds to purchase supplies and there was no food left
- Continue to send monthly financials to our liaison at the Charter School Office
 - After the Finance Committee meets, financials are sent monthly
- Student Enrollment Update
 - Forwarded and attached a letter to CSO
 - A promise was made that students would be placed
 - ✓ Conference call with the CSO on 8.25 and next day received email requesting list of all students not placed
 - Robo call confirmed 15 students – spreadsheet with student IDs created
 - Families informed that if child not starting at the beginning of the school year, they will catch up quickly
 - Updated list of 29 students as of 8.28
 - Updated list of 35 students as of 8.29
 - Updated list of two students with disabilities not placed as of 9.5
- Unemployment benefits – Department of Labor determined large payment constituted severance pay

DISCUSSION ITEMS: None

ACTION ITEMS: None at this time

Motion 230914.4

Upon a motion by Taj Smith and duly seconded by Jeff Clarke, the following was submitted for approval: **RESOLVED** to enter Executive Session at 5:58 p.m. to discuss litigation and the CEO bonus.

Voting in the affirmative: Mubarak Bashir, Jeff Clark, Denise Friedman, Nicole Reinhardt, Taj Smith

Voting in the negative: None

Motion 230914.4 passed 5 to 0

NEXT BOARD MEETING: TBD