

**Disclosure of Financial Interest by a Current or Proposed Board of
Trustees Member – Board of Regents-Authorized Charter Schools**

Name:

Nelson Blish

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Urban Choice Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Chair, Board of Trustees

2. Are you an employee of any school operated by the education corporation?
____ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
None	None	None	None

5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None	None	None	None	None

Nelson Blish

20200618

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 585.248.9739

Business Address: 3840 East Ave, Rochester, NY 14618

E-mail Address: Nelson1Blish@yahoo.com

Home Telephone: 585.248.9739

Home Address: 3840 East Ave, Rochester, NY 14518

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Julia M Boland

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Urban Choice Charter School

- 1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).**

Secretary

- 2. Are you an employee of any school operated by the education corporation?**
___Yes __x__No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- 3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?**

___Yes __x__No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization	Steps taken to avoid conflict of interest

			conducting business with the school(s) and the nature of the interest	

_____Julia M Boland July 7, 2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

None.

Business Address: _____165 Court Street, Rochester NY

E-mail Address:

_____thedancemom2018@gmail.com_____

Home Telephone: _____585-435-7301

Home Address:

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Megan Bosco

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Urban Choice Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Member
Governance Committee Chair

2. Are you an employee of any school operated by the education corporation?
___ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i>	<i>"None" if applicable. Do not leave this space blank.</i>		

5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Please write "None" if applicable. Do not leave this space blank.				
None				

Megan Bosco
Signature

6/30/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

585-428-6974

Business Address:

945 Mt. Read Blvd Bldg 200
Rochester, NY 14606

E-mail Address:

megebosco@~~gato~~ gmail.com

Home Telephone:

315-222-5616

Home Address:

32 Holcroft Rd Rochester, NY 14612

**Disclosure of Financial Interest by a Current or Proposed Board of
Trustees Member – Board of Regents-Authorized Charter Schools**

Name:

Miriam Miranda-Jurado, Ed.D.

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Urban Choice Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee; Chair Building Committee

2. Are you an employee of any school operated by the education corporation?
____ Yes ____ X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____ Yes ____ X. No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest

or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
	None	None	

5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
		None		

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Miriam Miranda-Jurado

6/29/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

585-787-9040

Business Address 921 Basswood Drive. Webster, New York. 14580

E-mail mmiranjura@aol.com

Home Telephone. 585-787-9040

Home Address: 921 Basswood Drive. Webster, New York. 14580

last revised 08/21/2018

**Disclosure of Financial Interest by a Current or Proposed Board of
Trustees Member – Board of Regents-Authorized Charter Schools**

Name:

BLISS E. OWEN

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

URBAN CHOICE CHARTER SCHOOL

- 1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).**

TREASURER

- 2. Are you an employee of any school operated by the education corporation?**
___Yes _X___No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- 3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?**

___Yes X No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
NONE			

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Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or Immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE				

Bliss E. Owen
 Signature

6/22/2020
 Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 585-244-8080 X304

Business Address: 140 Allens Creek Road, Rochester NY 14618

E-mail Address: bowen@grayloceycpa.com

Home Telephone: 585-737-8887 (mobile)

Home Address: 1964 Fairport Nine Mile Point Road, Penfield, NY 14526

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Lee W. Tutt

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Urban Choice Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Member of the Board of Trustees

2. Are you an employee of any school operated by the education corporation?
____ Yes __X__ No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?
____ Yes __X__ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.


4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
	NONE		

5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and	Steps taken to avoid conflict of interest
NONE				

			the nature of the interest	


6/22/2020
 Signature _____ Date _____

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:
NONE

Business Address: _
NONE

E-mail Address:
Leet@rochester.rr.com

Home Telephone: 585 872-3033

Home Address:
1250 Conifer Cove Lane
Webster, NY 14580

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Kathy Hurley Wiecorek

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Urban Choice Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Vice - chair

2. Are you an employee of any school operated by the education corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i> NONE	NONE	NONE	NONE

5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
NONE	NONE	NONE	NONE	NONE

Kathleen A. Fiorek
Signature

6/23/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 585-455-0781

Business Address: 45 Brookview Dr. Roch., N.Y. 14617

E-mail Address: corkykhw@yahoo.com

Home Telephone: 585-544-9434

Home Address: 45 Brookview Dr. Roch., N.Y. 14617

URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, JULY 11, 2019

Present: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Absent: Jason Mellen, Miriam Miranda-Jurado

Guest: Mubarak Bashir

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the July 11, 2019 Board of Trustees meeting on July 1, 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 6:00 p.m. and the mission statement was shared.

Motion 190711.1 Upon a motion by Julie Boland and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the June 13, 2019 minutes.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.1 passed 6 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

- 8th Grade Graduation
 - Extended appreciation to all board members that attended

- Acknowledged the meaningful speeches presented by the Valedictorian and Salutatorian
- Staff participation was extensive
- Student Awards for Grades 1-7
 - Medals were presented to some students
 - Recognized the hard work of all students with moving up certificates and a pencil noting their next grade
- Charter Application
 - Work on the application continues
 - Rough draft should be available tomorrow
 - Confident in our application with a review planned with authorizers
 - Draft will be sent to all board members in the near future
- East High School/U of R
 - Explored partnership, but they are currently interested in only neighborhood schools
 - Will be exploring the possibility of working with graduate students or student teachers
- Vertus
 - Exploring a partnership with a Rising Star program
 - ✓ All boys high school using online learning
 - ✓ Male students in grades 7 and 8 could earn high school credit while still being in middle school
 - ✓ Selection of ten students in Grades 6 and 7 that are high achieving and positive role models
 - ✓ Application will be created for students to complete and then Vertus will interview
 - ✓ Laptop provided with Internet device for connection if needed
 - ✓ Need to determine through SED if we are able to add the program or if we need to add to our charter as a revision
 - ✓ Need to review insurance/liability
- Working on a plan to recruit more of the ELL students and SPED students
- The radio station contacted UCCS offering specials on advertising
- Received a FOIL request by the US Department of Justice seeking information on a contract medical doctor from 2009-2014
- Introduction of the two Co-Principals recently hired (Michael Samuel and Christopher Vernon)
 - Michael and Chris shared that they are currently focused on preparing a plan for improved communication throughout the school

Chris Vernon:

- Originally from the UK
- Over 20 years of teaching and education experience
- Ten years in international schools (Dubai and Korea)
- Moved into administrative roles

- Was part of the leadership team at a new school in Korea also involved with curriculum

Michael Samuel:

- Action for a Better Community
- Principal for three years
- Director for past 1.5 years
- Focused on working with the urban community
- Passionate about the students and wants to make a difference in their education
- Co-Principals are both in the process of determining how their responsibilities will be divided providing for a unified approach. Offices will be shared in both buildings with one visible in each office daily.
- Shared ideas about improving communication based on focus groups and what has worked well in their other schools.

Kisha Stubbs:

- Staff attendance increased 2%
- ATS at 40 days with 88 instructional days saved
- Out of school suspensions went up - seasonal
- Enrollment – lost two students (kindergarten and 7th grade)
- Student attendance decreased slightly (end of school year)
- Wait list enrollment went down as we contacted families and they declined

GOVERNANCE COMMITTEE REPORT – Megan Bosco

- Committee met this past month
- Evaluation of the CEO reviewed and finalized
- Met with the CEO (very pleased with all that has been accomplished at UCCS)

Motion 190711.2

Upon a motion by Megan Bosco and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve that the Urban Choice Charter School, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Mubarak Bashir to its Board of Trustees, with a term expiring on June 30, 2022, pending

approval by SED. The resolution approving Mubarak Bashir is formally adopted upon SED's approval.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.2 passed 6 to 0

- Shared a proposed change in an officer position: Kathleen Hurley Wiecorek has resigned as Vice Chair, but she will continue to serve on the BOT. Jason Mellen has accepted the position of Vice Chair for the 2019-2020 school year.

Motion 190711.3 Upon a motion by Megan Bosco and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees approve a change in a BOT officer position for the 2019-2020 school year: Jason Mellen to serve as Vice Chair with a term to expire on June 30, 2020.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.3 passed 6 to 0

FINANCE COMMITTEE REPORT – Bliss Owen

- Financial statements are up to date for June and will be reviewed with the Finance Committee to be shared at the next BOT meeting
- Reviewed a proposal for ongoing services to assist with our financial needs until a Director of Operations and Finance is hired
 - Rates are reasonable and we have contracted with them
- They will take over a piece of the payroll function
- Preparations for the audit began and will begin in two weeks

BUILDING COMMITTEE

- Lynn McCarthy, Jason Mellen, and Julie Boland will meet with The Pike Company tomorrow

- Review of layout plan and cost estimates highlighting classrooms, cafeteria, gym, etc. for possible new building
- All BOT members are welcome to attend

CHAIR REPORT

- Shared that the Valedictorian for this school year is the daughter of BOT member Julie Boland
- Decline in the number of students at RCSD
 - Urban Suburban students are selected as top students
- Discussed a plan for board members to sign up and be represented in classrooms regularly

Motion 190711.4 Upon a motion by Megan Bosco and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session at 7:10 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.4 passed 6 to 0

Motion 190711.5 Upon a motion by Bliss Owen and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session at 7:20 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.5 passed 6 to 0

Motion 190711.6 Upon a motion by Megan Bosco and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees accept the bonus for the CEO for the 2018-2019 school year.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.6 passed 6 to 0

Motion 190711.7 Upon a motion by Bliss Owen and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:21 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190711.7 passed 6 to 0

NEXT BOARD MEETING August 8, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, AUGUST 8, 2019**

Present: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Absent: Megan Bosco

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the August 8, 2019 Board of Trustees meeting on July 29, 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 6:00 p.m. and the mission statement was shared.

Motion 190808.1 Upon a motion by Julie Boland and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the July 11, 2019 minutes.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 190808.1 passed 6 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

- Charter application is in good shape
- Interviews have continued for all open positions
 - Currently have three positions to fill
 - ✓ Math – Grade 8
 - ✓ Social Studies – Grade 7
 - ✓ RtI Teacher
- The charter renewal application has been shared and reviewed - seeking approval in essence
 - Final document will be uploaded by the deadline on August 15 at 5 p.m.

Motion 190808.2 Upon a motion by Nelson Blish and duly seconded by Lee Tutt, the following was submitted for adoption: **RESOLVED** that the Board of Trustees accept the renewal application in its spirit with acceptable minor changes that can be made.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190808.2 passed 6 to 0

Chris Vernon and Michael Samuel:

- Spent a week in Baltimore, MD attending the Success for All Conference
 - Learned more about the program as it is new to both principals
- Reviewing resumes and interviewing – strengthening the team
- Two principals will be sharing two offices – one office in each building
- Meetings with key staff have been held

Jason Mellen:

- With summer/July, dashboard information is limited
- Staff attendance for 12-month staff at 82% due to summer vacations
- Two staff members were terminated in July
 - Health teacher – moving to the state of Washington with fiancé
 - 7th grade social studies teacher – relocated one hour away and found a position closer to new home
- Student wait list is strong
- Working hard to ensure full enrollment for September
- Very pleased with the perspective of our two new principals

GOVERNANCE COMMITTEE REPORT

- Committee reviewed CEO contract

FINANCE COMMITTEE REPORT – *Bliss Owen & Jason Mellen*

- Financials have changed and after review there are questions
 - Variances will be reviewed with outside accountants and will be shared at the next meeting

➤ Insero:

- Focusing on our annual audit
- Working with the State Comptroller also
- Assisting Jason with the five-year budget for charter renewal
- Working with Lynn McCarthy on HR issues – consolidating expenses, eliminating duplicate services and seeking recommendations
- Jason Mellen is responsible for operations and will be meeting with our financial helpers
- Have some thoughts about more specific tracking of teacher hours
- After review of the summer spread for paychecks, revisions are needed going forward

➤ J. Mellen:

- Format for the budget will be revised to align closer to the charter renewal format
- Format of the dashboard will be revised to include various aspects as discovered at the National Charter Schools Conference
- Elements to be included will align with our mission, benchmarks, and strategic plan
- A sample will be created for review at the next board meeting

BUILDING COMMITTEE

- Signing a LOI
- A board meeting was being held today so a follow up will take place with owners tomorrow
- Spoke with bank and provided an update
- Cost will be the same or less than current costs – all to be confirmed

CHAIR REPORT – Nelson Blish

- Seeking parent on the board
- Discussed having a table for the BOT at the upcoming Open House for recruitment for interested parents
- Considering hosting a Red Wings game gathering in August or September

PUBLIC COMMENTS

- A shared staff calendar is being established and BOT members will be able to contact Lynn Seaberg in the future to sign up for visits

Motion 190808.3 Upon a motion by Bliss Owen and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session at 6:45 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190808.3 passed 6 to 0

Motion 190808.4 Upon a motion by Miriam Miranda-Jurado Owen and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session at 7:10 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190808.4 passed 6 to 0

Motion 190808.5 Upon a motion by Lee Tutt and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:11 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 190808.5 passed 6 to 0

NEXT BOARD MEETING September 12, 2019

**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 Wiecorek

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 Wiecorek, 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 Wiecorek

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 Wiecorek 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 Wiecorek

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 Wiecorek

Voting in the negative: None

Motion 190912.4 passed 6 to 0

NEXT BOARD MEETING October 10, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, OCTOBER 10, 2019**

Present: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Absent: Mubarak Bashir, Megan Bosco

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the October 10, 2019 Board of Trustees meeting on October 2, 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 6:05 p.m. and the mission statement was shared.

Motion 191010.1 Upon a motion by Lee Tutt and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the September 12, 2019 minutes.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 191010.1 passed 6 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

- M&T Charitable Foundation: \$1,500 Grant awarded for a Climbing Wall (educational piece included that meets the requirement for educational materials)
- Purchased an iPad for each classroom teacher
 - iPads will be used with Dojo and to capture photos of classroom activities with the possibility of rolling out with other apps that students will access

- Bylaws were shared for the Board to review (request received from SED for three changes)

Motion 191010.2 Upon a motion by Julie Boland and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adopt the Bylaws with revisions.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191010.2 passed 6 to 0

- Enrollment and Admissions Policy revisions shared and will be sent to SED for approval

Motion 191010.3 Upon a motion by Julie Boland and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve to adopt the Enrollment and Admissions Policy with revisions.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191010.3 passed 6 to 0

- Code of Conduct – reviewed minor revisions

Motion 191010.4 Upon a motion by Lee Tutt and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve revisions to the Code of Conduct.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191010.4 passed 6 to 0

Chris Vernon and Michael Samuel – Co-Principals:

- Shared an overview of grade level team meetings
- Discussion regarding instruction and behavior
- Presentation from Academic Mentors (Math: Katelin Carraquillo and SFA/ELA: Carissa Dibble)
- Overview of i-Ready Shared
 - Connects assessment data

Jason Mellen:

- Shared Dashboard:
 - iReady has been added
 - Success for All
 - Summative Assessments
 - Cohort Data
 - Enrollment at 393
 - ✓ Working diligently to increase enrollment
 - Student Demographics
 - Disciplinary Measures
 - Board Strategic Plan Accountability Metrics

Carl Parris:

- Shared details regarding the Disciplinary Measures
 - Student interventions in place
 - A good starting point for this school year
 - Help Zone, ATS, Out of School Suspensions

GOVERNANCE COMMITTEE

- Outside attorney corrected the metrics in the contract for the CEO

Motion 191010.5

Upon a motion by Lee Tutt and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption: RESOLVED that the Board of Trustees approve to adopt the CEO Contract with correction.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191010.5 passed 6 to 0

FINANCE COMMITTEE – Bliss Owen

- The Committee is going through all in detail along with outside consultant
- Revenue is under budget due to fewer students which will turn around
- Personnel is under budget due to open position filled by consultants
- Professional Fees over budget due to hiring of outside consultants
- After School is under budget since there was no Summer School

VICE CHAIR REPORT – Kathleen Hurley Wiecorek

- Kathy attended the Leadership Team meeting:
 - Reflections on Field Days and iReady
 - Principal Learning Reviews
 - Staff fobbing in and out of the buildings
 - Rigor in classrooms
 - STEM grant
 - Student interviews – great comments

CHAIR REPORT – Nelson Blish

- Introduced two prospective parent board members in attendance
- Shared that there is a sign-up procedure for BOT members to visit UCCS during the school day

PUBLIC COMMENTS – None

Motion 191010.6

Upon a motion by Julie Boland and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting at 7:20 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen,
Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191010.6 passed 6 to 0

NEXT BOARD MEETING November 14, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
TUESDAY, NOVEMBER 5, 2019**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

EMERGENCY BOARD MEETING

The Emergency Board Meeting was called to order at 6:07 p.m.

Motion 191105.1 Upon a motion by Nelson Blish and duly seconded by Megan Bosco, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session to discuss the purchase of a facility.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191105.1 passed 8 to 0

Motion 191105.2 Upon a motion by Megan Bosco and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191105.2 passed 8 to 0

Motion 191105.3 Upon a motion by Julie Boland and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the purchase of a new facility to include: CEO approval signature for a purchase agreement and expenditure of \$30,000 for a deposit as articulated in the purchase agreement while acknowledging that SED approval is a requirement during the due diligence period.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191105.3 passed 8 to 0

Motion 191105.4 Upon a motion by Megan Bosco and duly seconded by Bliss Owen, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 6:30 p.m.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191105.4 passed 8 to 0

NEXT BOARD MEETING November 14, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, NOVEMBER 14, 2019**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecorek

Absent: Bliss Owen

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the November 14, 2019 Board of Trustees meeting on November 12, 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 6:01 p.m. and the mission statement was shared.

Motion 191114.1 Upon a motion by Lee Tutt and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the October 10, 2019 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Megan Bosco, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191114.1 passed 6 to 0

Motion 191114.2 Upon a motion by Lee Tutt and duly seconded by Miriam Miranda-Jurado, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the November 5, 2019 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Megan Bosco, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191114.2 passed 6 to 0

- NYS Comptroller's Office chose to audit us on credit card use and back up
- A review of our IT policies continues
- Draft audit findings with time to respond
- Findings and corrective action has been put in place in advance
- Approval needed for findings and corrective action plan

Motion 191114.3 Upon a motion by Megan Bosco and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the response to the State Comptroller's Credit Card Expenditures Audit.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wieceorek

Voting in the negative: None

Motion 191114.3 passed 7 to 0

- The State recommended that we engage with a consultant and we have received a proposal from Ten Square
 - Significant cost for the services offered
 - Suggesting a 90-day engagement for a total cost of \$145,000
 - ✓ This will allow us to have a clearer idea of the scope
 - ✓ Our Authorizer has been recommending this option
 - ✓ There are other consultants in the field and we have explored eight in some capacity with positives and negatives
 - ✓ We have a connection with a consultant that offers similar services and we will reach out to learn more from this new option
 - After discussion, a recommendation to authorize the CEO not to exceed expenditures in the amount of \$150,000 to support the action plan was decided.

Motion 191114.4 Upon a motion by Megan Bosco and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees authorize the CEO to sign an agreement for external services not to exceed \$150,000 to support UCCS's action plan.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco,
Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 191114.4 passed 7 to 0

BOARD TRAINING: EMPIRE CHARTER CONSULTANTS

➤ Andrea Rogers Barry and Jill Shahan

Motion 191114.5 Upon a motion by Lee Tutt and duly seconded by Megan Bosco,
the following was submitted for adoption: RESOLVED that the
Board of Trustees adjourn the meeting at 7:33 p.m.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco,
Miriam Miranda-Jurado, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 191114.5 passed 7 to 0

NEXT BOARD MEETING December 12, 2019

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

Present: Mubarak Bashir, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Absent: Nelson Blish, Julie Boland, Miriam Miranda-Jurado

Media Notification: The Democrat and Chronicle was notified of the December 12, 2019 Board of Trustees meeting on December 2, 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 by Kathleen Hurley Wiecek at 6:01 p.m. and the mission statement was shared.

Motion 191212.1 Upon a motion by Bliss Owen and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the November 14, 2019 minutes.

Voting in the affirmative: Mubarak Bashir, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 191212.1 passed 5 to 0

GOVERNANCE COMMITTEE – No Report

FINANCE COMMITTEE

- Committee did not meet in November

- Asked BOT members to review the financials that were distributed and submit any questions

LEADERSHIP TEAM REPORT

Chris Vernon

- Overview of first meeting with our colleague from Ten Square (Mabel)
 - Useful conversations
 - ELA and our preparation for the upcoming State Test
 - Looking at how much is going on in the classrooms and throughout the year
- Grateful for teachers and TA's that stayed an extra two hours for an evening of Professional Development
 - Focusing on ELA
 - Mission Statement – mindset – drawing attention to the end of our mission statement
 - Moved on to familiar numbers to look at where we have been over the past few years and what has been happening
 - Input from teachers that have been here for a while
 - Analyzing the test with a grid provided
 - NYS Guidance
 - What they suggest should be happening in the classrooms
 - Test Specific Practice
- Shared the 5th grade assessment with board members
- Mabel will return to UCCS every two weeks
 - Working with our families
 - Messaging our test
 - Proctoring training

Lynn McCarthy

- Ten Square
 - Developing our leadership
 - Teachers will be able to develop systematically
 - Talking with leadership team and then working directly with the principals
 - At the end of her time, she will review all with the CEO
 - Ten Square will be reporting to the BOT
 - Dr. Reed – conversations to work with CEO in a coaching role
- Our Interim Director of Operations accepted a new job
 - Interviewed one candidate in person to date

- Phone interviews conducted with other candidates
- Narrowed down to two really strong local candidates
- Seeking an Education Data Analyst – part of Ten Square’s obligation to us and they will work with us also
 - Interviewed one very strong candidate yesterday
- Leadership Team - \$3000 in Scholastic Book Fair Dollars
 - Big warehouse sale and we purchased a series of books
 - Each student will be able to select a book at their level – a holiday gift to take home from UCCS
- The Dashboard will be emailed to BOT members in the near future

Family and Community Engagement – Andrea Bertucci

- Camp Cory Middle School Trip September 18-19
 - Team building across grade levels
- Open House
 - 168 students had at least one family member attend
 - Community Resources
 - ✓ Voucher shared that allowed families to shop at the Foodlink Curbside Market
 - 50 students and 100 family members attended the Minute to Win It Family Night event
- Fire Prevention – spoke with K-2 grade students – being safe for 2nd graders
- The Center for Youth and the Cheesecake Factory treated our students to a fun craft along with breakfast and special gifts again this year (they brought the celebration to us at our school this year)
- Winter Store – UCCS has received many donations – from staff/community members/foundations
- We appreciate our 12 school volunteers that visit and help students on a weekly basis
- Parent-Teacher conferences – surveys
 - 112 family members responded
 - Some families chose to complete surveys on Chromebooks and others via paper
- Working on our Silent Disco fundraiser to be held on March 7 at Artisan Works
 - Family event to be held earlier in the day from 1-3 p.m.

VICE CHAIR REPORT - Kathleen Hurley Wiecek

- Shared acknowledgement to the entire school staff for a job well done for the State Visit
- Hardworking leadership team went above and beyond with integrity and honesty

- Made third visit – attended second grade team meeting – was very impressed with administrators, TA's, teachers
 - Meeting was productive and positive
 - Talked about student progress, test taking strategies and student stamina

PUBLIC COMMENTS

- Lee shared some details about the Science Education Days to be held at St. John Fisher College (science displays, etc.)

Motion 191212.2 Upon a motion by Lee Tutt and duly seconded by Mubarak Bashir, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 6:50 p.m.

Voting in the affirmative: Mubarak Bashir, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 191212.2 passed 5 to 0

NEXT BOARD MEETING January 9, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, JANUARY 9, 2020**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Absent: Megan Bosco, Lee Tutt

Media Notification: The Democrat and Chronicle was notified of the January 9, 2020 meeting on December 30, 2019. Public notice was also posted in the school, school newsletter and school website.

BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:00 p.m. and the mission statement was shared.

Discussed a minor revision to the 12/12/19 minutes related to the timing of the Finance Committee meeting (did not meet in November, but a meeting was held in December).

Motion 200109.1 Upon a motion by Julie Boland and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the December 12, 2019 minutes with minor revision clarifying that the Finance Committee met in December with no meeting in November.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200109.1 passed 6 to 0

LEADERSHIP TEAM REPORT

- Prior to break, met with Joe Klein to discuss a partnership with many talented individuals on a committee that could contribute in areas of robotics and sciences
 - Engaging with our students – possibly those that do not go to the Afterschool School Program (two days per week for five weeks)
 - Jazz Band (two days per week for five weeks)
 - Exchange of culture
 - ✓ Following up with the Farish Foundation to inquire about grants for after school activities
 - Busing of students
 - Compensation for our music instructors to work with the instructors at the Jewish school
- Teachers were invited to encourage students to participate in a poetry contest
 - Based on “Once upon a Dream” for elementary school and “Through their Eyes” for middle school
- Success with our Winter Store – received many donations
 - Received grants for our uniform closet and the Winter Store
 - We were able to purchase some higher end gifts allowing for each student to receive three tickets – gifts selected from “lower/middle/higher value” tables
 - Kennedy Foundation volunteers and a church group helped shop with students and assist with wrapping gifts

Michael Samuel

- Diagnostics testing for reading to be held next week (our third)
 - Focus is looking for more growth from all of our students along with test prep for the NYS assessment
 - ✓ Addressing at all grade level meetings – working with students and teachers to deliver a “clear road map” for growth
- Students returned after long winter break – strong and ready
 - Our momentum focus – success for our students overall and with the NYS test scores
- Large turnout of families for our holiday concert (instrumental and voice)
 - We will seek a larger venue for the spring event
- Partnership established with Pittsford Mendon and Pittsford Sutherland schools – 20 students to be partnered up – a student exchange
 - Pittsford students will visit UCCS and spend the entire day with our middle school students
 - In March, UCCS students will travel to Mendon and Sutherland schools
- 15th Anniversary year celebration could include concerts from our students

Dashboard

- Success for All review
 - K-5 at 58%
 - Middle school at 55%
- Reviewed diagnostics and will be regrouping with the data from iReady
- Eight students left UCCS – including a family of four that moved to a suburb
 - Since it was the end of December, unable to bring in any new students – enrollment at 385
 - Enrollment increased after break in January with eight students replaced
 - Wait list depleted for first grade
 - Enrollment stabilized at 395
- Demographics changed a little – brought up our ELL population and looking at four more students currently being identified and classified as students with disabilities
- Disciplinary update – as of Tuesday this week no cell phones allowed for middle school students
 - All phones to be turned in to homeroom teacher
 - If a cell phone is found, the only person allowed for pick up is a parent/guardian
 - Focusing on academics
 - Dress code
 - Teaching/learning expectations
- Attendance for students at 91% and staff at 93%

Ten Square - Mabel

- Third trip to UCCS – Thursdays and Fridays
- Contract ends in March
- Joint observations of staff
 - Feedback provided for staff members – delivery and discussion
 - Feedback provided for facilitating team meetings
 - ✓ Observing Michael and Chris planning and leading team meetings
- Focused on test prep
 - Exam analysis
- Professional Development
- Grade level meetings
 - Rubric created for observation of the teachers as they are working
- Culture pieces for test prep – rolling out for families
- Proctoring
 - Development for teachers and staff regarding proctoring
- Looking at current staffing placements and preferences for where some teachers are moved – developing strategies

- Deep dive into hiring process (best practices, interviewing, how to get the secure the best candidates, creation of tools)
- Another colleague will be at UCCS next week and the following week two independent observations will be held – using the Danielson Rubric
 - Leadership team will receive
 - ✓ Ranking of each teacher
 - ✓ Recommendations for next year staffing and who to ask back and what positions will be open
 - ✓ Multi-year proposal for intervention and turnaround work

FINANCE COMMITTEE REPORT – Bliss Owen

- Met in December
- Distributed October financials for review and all questions were answered
- Preliminary review for November
- November and December will be reviewed at committee meeting in two weeks
- With CEO's agreement, developing three-year budget for potential financing
- Term sheet received from Evans Bank for further review
- Term sheet from ESL - commitment letter
- Director of Operations search continues
 - Role for consultant Inero to be determined going forward based on talent hired with an operations background and strength of financial background

BUILDING COMMITTEE REPORT

- Have not met recently
- Purchase Agreement signed
- Due diligence period
- Hired a company to evaluate environmental concerns if any are found
- Requirement to notify church regarding lease (due date is January 17, 2020)

CHAIR REPORT

- Rotary Committee Meeting and Executive Director of the Farish Foundation

- Discussed a place for the Rochester City School District and a place for charter schools with all involved invested in advancing the students that live in the Rochester area
- Mubarak has arranged a meeting for the leadership team with Wade Norwood – Regent

PUBLIC COMMENTS

- A plan for a supplemental reading program was discussed

Motion 200109.2

Upon a motion by Bliss Owen and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting at 7:03 p.m.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200109.2 passed 6 to 0

NEXT BOARD MEETING February 13, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, FEBRUARY 13, 2020**

Present: Megan Bosco, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Absent: Mubarak Bashir, Kathleen Hurley Wiecorek

Media Notification: The Democrat and Chronicle was notified of the February 13, 2020 meeting on February 3, 2020. Public notice was also posted in the school, school newsletter and school website.

BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:20 p.m. and the mission statement was shared.

Motion 200213.1 Upon a motion by Bliss Owen and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the January 9, 2020 minutes.

Voting in the affirmative: Megan Bosco, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200213.1 passed 6 to 0

FINANCE COMMITTEE REPORT – *Bliss Owen*

- Balance sheet is compared to December
- Receivables are down while being collected quickly
- Property and equipment down
- Extra deposit is included for future building
- Revenue is trending down from budget due to timing

- Expenses are also down

GOVERNANCE COMMITTEE REPORT – *Megan Bosco*

- Introduced Amy Lewis our Public Relations Consultant
 - Background in education
 - Worked in Communications with non-profit clients in education and healthcare (Harley School, U of R, other universities, Genesee Country Museum, E3 and other charter schools) for 20 years before starting own business four years ago
 - Worked with ROC Achieve and Michael Samuel through the closing a year ago
 - Discussed top bullet points for media relations
 - Assisting with the coordination of media inquiries
 - Ensuring that the correct information is out there
 - Unfortunate and sad news and our story cannot be changed
 - Ensuring that our story is heard with accuracy and that we are putting our students first
 - Encouraging continuity throughout the year
- Planning to cover the expenses of COBRA or health coverage through the month of September for staff finishing the school year with UCCS.

Motion 200213.2 Upon a motion by Megan Bosco and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the funding of COBRA or continue the current health insurance through September 30, 2020 for employees still employed with UCCS through June 26, 2020.

Voting in the affirmative: Megan Bosco, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200213.2 passed 6 to 0

Motion 200213.3 Upon a motion by Megan Bosco and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the transfer ownership of

Chromebooks to each graduating 8th grade student in June 2020.

Voting in the affirmative: Megan Bosco, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200213.3 passed 6 to 0

- Considering and exploring the option of offering a bonus to all employees that stay employed at UCCS through the last day of school this year.

LEADERSHIP TEAM REPORT

- Dashboard
 - Reviewed changes in the iReady Dashboard for Reading
 - ✓ Baseline 1 and 2 while 3 was just completed
 - ✓ Math diagnostic taken
 - ✓ Nice growth in third grade
- Success for All
 - All of our students currently at 58% on or above grade level
- Enrollment at 392 – went down to 387
- Wait list at 689
- 10% of students with disabilities
- 40 students with IEP's
- ELLs at 10% also
- Economically disadvantaged consistent with the RCSD
- Staff demographics changed slightly
- Reviewed disciplinary measures after the two week break
- Attendance at 92% for students and 93% for staff

PUBLIC COMMENTS – None

Motion 200213.4 Upon a motion by Megan Bosco and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:13 p.m.

Voting in the affirmative: Megan Bosco, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200213.4 passed 6 to 0

NEXT BOARD MEETING March 12, 2019

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, MARCH 12, 2020**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Lee Tutt

Absent: Megan Bosco, Bliss Owen, Kathleen Hurley Wiecek

Media Notification: The Democrat and Chronicle was notified of the March 12, 2020 meeting on March 2, 2020. Public notice was also posted in the school, school newsletter and school website.

BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:04 p.m. and the mission statement was shared. Board members introduced themselves to the public in attendance.

Motion 200312.1 Upon a motion by Julie Boland and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the February 13, 2020 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Lee Tutt

Voting in the negative: None

Motion 200312.1 passed 5 to 0

LEADERSHIP TEAM

- Silent Disco
 - Awaiting final totals of fundraising earnings
 - Silent Auction raised \$1,200
 - Ticket sales increased compared to last year
 - A wonderful time was experienced by those in attendance

- The Strathallan has indicated a desire for a partnership with UCCS in the future
- Del Lago Resort – offering donation of overnight stay and dinner
- The Good Schools Roc.org 2020-2021 School Selection Booklet was distributed
 - Mapping of all school locations is included in the booklet
 - Even with the current recommendation that our charter is not being recommended for renewal, 400 applications have been received for the next school year
- Attended an enrollment meeting and we are in the process of distributing postcards to all families
- Received directives from the government on the COVID-19 virus outbreak
 - A packet was received from the DOH and NYSED
 - Updated guidelines for cleaning schools
 - Reviews are taking place on a daily basis
 - Increased attention to railings and bathrooms with more frequent cleanings
 - Trash is emptied in bathrooms at least twice per day
 - Cleaning service has been informed about their increased directives
 - More detailed attention in place for “hot spot” areas such as the cafeteria
 - Doors in the cafeteria and tables are cleaned thoroughly at least once per day
 - Nurse’s office
 - ✓ Beds need to be disinfected
 - ✓ Daily checklist is being monitored
 - ✓ Met with our school nurse to share procedures and directives for sick children (when they need to go home, fevers warrant immediate dismissal home)
 - ✓ If the family does not have transportation, a taxi will be provided to the home for students in grades 5-8
 - We continue to monitor what can be shared and released
 - We have a student with a parent returning from Japan on Monday and we are seeking advice regarding school attendance
 - An informational letter was sent home
 - ✓ Contained general information about flu and specific information about the COVID-19 virus
 - If a student has a confirmed diagnosis:
 - ✓ School will close for a minimum of 24 hours
 - ✓ The County and State will make final decisions
 - A directive for deep cleaning will be ordered with a decision about closing or re-opening to follow
 - Parents are informed and kept up-to-date
 - If we have to close, preparations are in place for our students:
 - ✓ We must have two weeks’ worth of work in a packet to be copied and ready to be sent home with students
 - ✓ We are prepared with iReady for our diagnostics and Math
 - Received a letter from iReady and they are opening up the entire portal of iReady to be used for E-teaching

- ✓ There are access limitations for some of our families due to Wi-Fi limitations
 - T-Mobile is offering Wi-Fi boxes for free with a reduced rate for usage by students
 - We are currently reviewing the costs associated with providing our students with WiFi and teachers would be teaching every day
 - ✓ Chromebooks would have to be sent home
 - We have considered that our students will be better served if they are able to take the Chromebooks home for teaching via technology which they are accustomed to using
 - ✓ We do not currently use the iReady reading piece, but we would be able to add if needed
 - ✓ Meeting is set for tomorrow to determine set up and what is involved to keep the equipment secure
 - ✓ Meals for our students (breakfast and lunch) could be distributed via Recreation Center locations
- Dashboard
- Remains consistent
 - Three students left UCCS in the month of February
 - Enrollment is at 391
 - 676 students on our wait list
 - 94% attendance
 - A change is planned for next month – a bar graph will show a sequence of iReady test results instead of a data dense table
 - There are a couple of companies out there offering governance software
 - ✓ BOT would be able to access real live data at any point in time

GOVERNANCE COMMITTEE MEETING

- Miriam shared the very well-written statement that is going to be submitted to NYSED
- Some minor changes were made today that added to clarification
- Leadership Team and Board Members contributed to this document with a significant amount of work – all brought ideas together that provide strong responses to all questions raised
- Regents usually accept the recommendation of the Charter School Office
- As a result, our focus for responses are directed to the points that we had discussed with the NYSED
- Response was submitted late today and offers a three-year plan

PUBLIC COMMENTS

- Inquiry related to incentives to retain teachers through the end of the school year
- Charter Schools and Parochial schools visited to share positions that are opening for the next school year with our current staff members
- Charter School Fair Open House held for our families

Motion 200312.2 Upon a motion by Miriam Miranda-Jurado and duly seconded by Lee Tutt, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting at 7:03 p.m.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Lee Tutt

Voting in the negative: None

Motion 200312.2 passed 5 to 0

NEXT BOARD MEETING April 9, 2020

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, APRIL 9, 2020**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Absent: Miriam Miranda-Jurado

Media Notification: The Democrat and Chronicle was notified of the April 9, 2020 meeting on April 5, 2020. Public notice was also posted in the school newsletter and on the school website.

BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:03 p.m.

Motion 200409.1 Upon a motion by Lee Tutt and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the March 12, 2020 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200409.1 passed 6 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

- The Charter School Office is pleased with our stable enrollment and inquired about staffing
 - One staff member resigned after accepting a position with a public school
- Conversations are in place related to turnaround partners which is a requirement for our renewal
 - Determined that Ten Square is not an ideal fit for UCCS

- Will meet with other possible partners that have been recommended
- Discussions were positive related to having an institutional partner – St. John Fisher College (SJFC)
 - A timeline was requested and meetings were set up with SJFC
- Renewal is requiring
 - A change in board governance
 - ✓ Representation on the Board of Trustees
 - ✓ 60% new membership required
 - ✓ BOT Officers will step down with new team put in place
 - ✓ Training in board compliance to strengthen board governance
 - Developing systems for decision making
 - Leadership evaluating teachers
 - CEO evaluating Leadership
 - Coaching to be provided by the partner
 - Improved instructional delivery
 - The Charter School Office is very open to questions and providing us with input
- Met with SJFC and the Center for Educational Innovation (CEI)
 - The possibilities are very exciting for UCCS
 - SJFC could customize completion of Master's Degrees for staff members in need
 - CEI would fill our needed Data Analyst position
 - Could consider establishing a partnership for three-five years
 - Examination of our models with coaching team and teacher assistants
 - CEI has extensive experience working with other charter schools - strengthening independent schools
 - Exploring ways to facilitate change in Best Practices
 - A full school assessment plan with focus on instruction and rigor
 - Improvement for results on NYS Tests
 - Audit of curriculum
 - Provide mentoring and tutoring
 - Examine what we use internally and externally
 - Teachers working with groups
 - Professional Development:
 - ✓ Stronger August Professional Development
 - ✓ Extending Professional Development to three weeks
 - Human Resources:
 - ✓ Help with recruitment and onboarding
 - ✓ Data specific development – individual for students and teachers
 - Project boost
 - Middle school social activities such as a competitive gaming piece
 - After School Program that aligns with what happens during the school day
 - Charter School Office was in favor of blending - SJFC participating with CEI as the leader of the turnaround
 - Work on Strategic Plan

- We anticipate receiving a one-year charter renewal
 - Submission of a new application would be needed this summer – as an addition to our current application
- The BOT will need to approve a resolution related to a partnership followed by our seeking approval from the Charter School Office by June 1
- Secured some musical instruments for our students to take home – organized with our Instrumental Music Teacher
- There are many donated books that we are planning to get into the hands of our students – bagged and hope to coordinate drive-up distribution after speaking with our attorney
- Budget will be impacted by a partnership and downsizing will be needed
 - Funding for Per Pupil also will not be increased for the 2020-2021 School Year

Chris Vernon:

- Online teaching/learning launched on March 23:
 - Some preparation for remote learning was explored prior to the shut down
 - Teachers were prepared and work packets developed
 - Chromebooks were distributed to our students
 - Remote learning for ELA and Math
 - ✓ Teachers assign lessons from the iReady system
 - ✓ Number of minutes expected set for each student in Math and ELA with the ability to check on each student
 - Student Success Team following up and reaching out to families
 - ✓ Individual check in with students once per week
 - ✓ Teachers provide daily office hours for chatting and answering questions
 - ✓ Google Classroom in place for grades three through eight
 - A traditional school day is not currently in place
 - Grade level team meetings are taking place each week
 - Spring Break will include a continuation of curriculum
 - ✓ We are providing a step back for our teachers and will be using teachers of special subjects and teacher assistants to push lessons out during the spring break week
 - SFA for students will be the focus on Thursday and Friday of break week
 - The majority of students are involved with remote learning at some level

Michael Samuel:

- Remote learning:
 - Teachers have discovered that students are logging on at all different times of the day and night

- ✓ Teachers are adjusting grading and attendance as a result of the current schedule flexibility
- Acknowledged the phenomenal work of our Information Technology Support in getting all of the Chromebooks set up for our students
 - ✓ Made online learning transition smoother for staff and students
- Some teachers have 100% participation from their students
- UCCS will continue to give our students all that we have

Carl Parris:

- Remote learning:
 - We anticipated needs in the area of isolation
 - ✓ Added responsibilities and expectations placed upon the students
 - ✓ Aware of the possibility of frustration
 - ✓ Struggles due to missing the physical presence of their teacher
 - As a team, we developed areas to combat and target issues
 - ✓ A resource list was provided for all of our families
 - ✓ Created an online forum
 - ✓ Google Classroom
 - ✓ Online tools are available
 - ✓ Positive platform
 - ✓ Engaging students across campus
 - ✓ Virtual Help Zone
 - ✓ Student Success Team is attending all grade level meetings and providing support
 - ✓ Providing for students that need additional assistance
 - ✓ Our School Counselor and School Social Worker attend meetings with all of their mandated students
 - ✓ Dean and Behavior Interventionists have caseloads with middle school students
 - ✓ Meeting weekly to discuss the effectiveness being provided

Kelly Walker:

- Special Education teachers are contacting families once per week
- Contact is made with the students twice per week using Google Classroom
 - Individual time with their students
- Math Teacher and Math Special Education Teacher are working together to provide lessons
- Elementary School Teachers are setting up special times for extra help/work
 - Using Google Classroom or Class Dojo
- Very impressed with how diligently everyone is working

- Rtl is reaching out twice per week
- Entire team has come together
- Technology is new and we are all learning
 - Information Technology Support has helped all with the technology piece
- In the process of determining how compliance meetings will be set up in the future

Lynn McCarthy:

- Zoom Happy Hour was held with staff and was a successful social experience
- It was shared with all teachers that they are not to use personal communication devices to communicate with students
- Charter School Office has organized all of the Zoom meetings
 - Connection is stronger through all of these regular meetings
 - ✓ Considering monthly Zoom meetings with Leadership going forward

GOVERNANCE COMMITTEE – Megan Bosco

- Discussed BOT turnover
- CEI and SJFC would help BOT with recruitment
- SJFC Education Doctorate Program
- Reviewing the parent BOT member need – UCCS will be involved with that recruitment process

BUILDING COMMITTEE

- Things are progressing quickly
- Charter School Office shared that renewal will be for one year only
 - This will impact plans for the new building
 - Seeking a loan for one year or rent to purchase plan
 - Plan to submit our updated application with our completed checklist this summer and the plan to secure a three to five year charter renewal
 - Securing a Certificate of Occupancy from the City of Rochester
 - Permission from the NYSED to purchase within the same school district should not be an issue
 - Discussed reasoning behind purchasing vs. continuing with rental at current location
 - ✓ Mortgage payment would be lower cost compared to rent for current building
 - ✓ Improved Special Education offerings
 - ✓ Broadening technology offerings

- CEI could open some areas of grant funding for us through foundations

FINANCE COMMITTEE

- No update at this time since remote work access through our server has just been established for our consultant through Insero

COMMENTS

- Kathy expressed her gratitude for all of the hard work put in by the CEO, Leadership Team and BOT for the reversal of the charter renewal decision – highlights the dedication to the students and the families

Motion 200409.2 Upon a motion by Julie Boland and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting at 7:07 p.m.

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

Voting in the negative: None

Motion 200409.2 passed 7 to 0

NEXT BOARD MEETING: May 26, 2020

URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, APRIL 30, 2020

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Absent:

Guests: Kirsten Barclay, Esq., Michael Kohlhausen, CEI

Media Notification: The Democrat and Chronicle was notified of the April 30, 2020 meeting on April 23, 2020.

SPECIAL BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:03 p.m.

Two guests were introduced: Michael Kohlhausen (CEO of CEI) and Kirsten Barclay (our attorney at Bond, Schoeneck & King)

All board members and those in attendance introduced themselves

- Kirsten Barclay shared: She is an attorney at Bond Schoeneck & King with experience in special education and the Rochester City School District, assisted with the launching of some charter schools and a private charitable organization. She has worked in the Superintendent's office with a background focused on urban education and improvements in Rochester while working with clients across New York State.
- Michael Kohlhausen shared: He lives one hour north of New York City with a nephew living in the Rochester area. He has extensive experience working across New York State and Connecticut - Social Worker, School Administrator, and with the Center for Educational Innovation (CEI) for the past ten years.
- Reported on the history of CEI and the potential for working together:
 - Partnership would allow for important additions for UCCS as an educational partner
 - CEI is a 31 year old organization continuing to build on legacy

- Strengthening the future of public education by sharing student-centered innovations and creating new model schools
- Lead transformation for school improvements while valuing choice and innovation – bridge between traditional public schools and public charter schools
- Lead to improved outcomes to guarantee a quality education for every student in NYC and communities across the United States and the world
- Working across the State of NY, NJ, Puerto Rico customizing for each school community
- Bring the mission and vision of the school to life
- Allow all at UCCS to be their best selves
- Actualize what the original hopes and dreams were for the School
- Equity and innovation
- Narrow the achievement gap
- Nurture the talents of all students
- Valuing the School as the center of change
- Valuing teachers, leaders, and the autonomy of school leadership
- Systems and structure based on values
- Disrupt inequities and reduce barriers to opportunity
- Prepare for college readiness
- Remediation and academic enrichment
- Arts Education and Community Service
- Robotics and Makerspace
- Cultural enrichment: live theater/museums
- Valuing diversity
- Options for virtual programming
- Tutoring one-on-one
- Music curriculum with students writing lyrics
- Artist in Residence – giving youth a voice through the power of Music and Art
- Civic Education
- Will explore the specific needs of UCCS through a partnership:
 - Develop a School Transformation Plan with a focus on improving rigor, meeting and exceeding NYS benchmarks
 - Conduct a comprehensive full school assessment and strategic planning process
 - Robust professional development, curriculum and assessment plans in all areas
 - Strengthen connectivity, technology integration and data services
 - Provide mentoring and coaching
 - Support recruitment and retention of high quality staff members at all levels
 - All decisions made are based on real data
 - After assessment, mentors and coaches to establish goals and implement – assisting all to “march to the same drum” and work together to achieve expected outcomes
 - Develop a strong and meaningful connection with St. John Fisher College
 - ✓ Professional Learning
 - ✓ Pipeline and Career Ladders

- ✓ Full Service Community School Liaison and Lead
- ✓ Full service community school anchor
 - Miriam shared that curriculum is available at SJFC offering a certification for ELL special language educators
- Best Practices
- Work with other charter schools in the city and region
- Work with neighboring traditional public schools
- Development team – grant writers across the state and country – bringing additional resources – state and federal grants – providing foundation support
- Support long term success with capacity building for strong financial health
- Strengthen board governance
- Strong internal and external communications with local government, partners and community resources and the school district
- Ensure success for the school, leaders and BOT
- Full assessment of the organization and assist with articulating the expectations of the State (self-assessment and examination as we develop individualized plans based on the needs – perceived and actual)
- Timelines and protocols that would be part of the plan – quarterly checks for the board and monthly checks to meet the expectations of the state
- Board calendar, expected mandated agenda items and timelines and goals and reporting functions – including committee work, updating of Bylaws and documents, etc.
- Conversation planned about the use of time - tremendous opportunity moving forward building systems and structures with confidence as the nature of school is changing
- Valuing time of teachers and staff – helping with balance
- Shared excitement of integrating the arts
- Discussed challenges of recruitment of ELL within a small charter school
- Diverse consultants in every area (ELL Special Ed and all content areas)
- Help develop dual language areas
- Experience with grouping the right teachers together – team teaching
- Experience with assessments – ELL and learning issues
- Pair CEI resources with local resources across the state – creating the right match
- Academy development is a part of CEI

Lynn McCarthy/Nelson Blish:

- Memorandum of Understanding (MOU) is not available for a vote at this time
- Plan to have comprehensive terms of the agreement available mid-week for review with a vote on hiring CEI as a partner in the near future
 - ✓ Kirsten shared that the MOU is not a legally binding agreement

- Conversation planned with David Frank and his team centered around the draft MOU with a plan to provide the Charter School Office with our plan before next week's Regents meeting to let them know how seriously the directives have been received and are being put in place
- Enrollment is currently short by two kindergarten students at 398

Motion 200430.1 Upon a motion by Kathleen Hurley Wiecorek and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:02 p.m.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200430.1 passed 8 to 0

NEXT BOARD MEETING: May 26, 2020

URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, MAY 7, 2020

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Absent: Megan Bosco, Lee Tutt

Guest: Kirsten Barclay, Esq

SPECIAL BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:01 p.m.

- Final version of the Memorandum of Understanding (MOU) was shared with all board members
 - Not a legally binding agreement
 - Requirement for a comprehensive management agreement with accountability metrics included
 - Further detail sets forth providing exact services
 - Intention of this MOU is to establish the types of services CEI will be providing so the Regents and Charter School Office will see our progress
 - Components: School is a charter school and the Regents are considering a one-year renewal with CEI considered as a partner
 - On or before June 1, 2020, CEI will support the school with BOT retraining and constitution, instructional programs, data technology integration, mentoring, coaching, professional development, extended learning time, extended school day, human resources with respect to recruitment of personnel, and higher education partnership support to explore
 - Fundraising and development, assisting with generating grants and public assistance, developing the required state reports and charter renewal application
 - The School and the BOT will continue to be the point of contact and CEI will provide technical assistance
 - Non-binding, removal of all indicating legally binding from the document since this is not a final agreement

- CEI is not the only management company we considered
 - Discussed other options explored such as: Ten Square, SJFC (will maintain a relationship with us through CEI), Syracuse charter school partnership
 - CEI is able to provide what we are seeking
 - CEI was able to move forward quickly with us
 - After many meetings with Michael Kolhagen, CEO, experience has been positive
 - Competent and experienced team
 - Robust and more open with a capacity that we do not have at our relatively small school
- Discussed timeline for hiring decisions
 - CEI will help with the rigor of the screening process and questions asked
 - CEI is sitting in on grade level meetings in addition to the interviews of all staff members
 - Ultimately the hiring decisions will be up to UCCS
 - Turnover of staff has been a concern in the past – common issue at all charter schools
 - The Rochester City School District has not made decisions about staff to date – some highly qualified staff members will likely be seeking positions

Motion 200507.1 Upon a motion by Julie Boland and duly seconded by Mubarak Bashir, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve authorizing the signing of the CEI MOU as presented.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200507.1 passed 6 to 0

BUILDING COMMITTEE UPDATE

- We had a conversation with our realtor Michael Conroy
- Appointment set with the City for a walkthrough for the Certificate of Occupancy
- Upon receipt, will meet the metrics set out by the Charter School Office
- Will submit to NYSED for authorization for moving into the new building

FINANCE COMMITTEE UPDATE

- Five-year budget – completed based on the numbers we had. Assumption is that things will change next week – will bring to the BOT at a later date so we know where we sit financially with the State
- Bliss will have details to present related to financials at the next meeting

EIGHTH GRADE GRADUATION PLANS

- Some socially distant celebration plans are being considered:
 - Leadership Team visiting each eighth grader's home with a live stream video
 - Distribution of traditional bags and blankets and diplomas
 - Adding yard signs
 - Possibly requesting graduation photos submitted by students

2020-2021 BOARD OF TRUSTEES

- Directive received that three board members can be retained for the next school year
 - Nelson will resign and Megan's second term expires on June 30, 2020
 - All other current members should consider their professional calendars and willingness to commit to serving
 - CEI will provide one board member and recruit for us as well

Motion 200507.2 Upon a motion by Julie Boland and duly seconded by Miriam Miranda-Jurado, the following was submitted for adoption:
RESOLVED that the Board of Trustees adjourn the meeting.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200507.2 passed 6 to 0

NEXT BOARD MEETING May 26, 2020

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
FRIDAY, MAY 15, 2020**

Present: Nelson Blish, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Absent: Mubarak Bashir, Julie Boland, Kathleen Hurley Wiecorek

SPECIAL BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 3:07 p.m.

- ESL and Evans Bank are no longer willing to fund the purchase of our new building since we were granted a one-year charter renewal
- Our realtor Michael Conroy contacted a broker that reached out to banks that work with charter schools
 - Two banks are willing to work with us
- Preparing a purchase agreement that includes a fee for the broker
 - First part of the agreement is for administrative costs in the amount of \$1,700
 - Part two of the agreement will establish a commercial lender that will require a 1% fee (\$30K)
- Board approval is needed

Motion 200515.1

Upon a motion by Nelson Blish and duly seconded by Lee Tutt, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve signing the broker agreement to secure financing for the mortgage for 1020 Maple Street.

- Discussion:
 - The broker will receive 1% at closing
 - Agreement was reviewed by our attorneys

Voting in the affirmative: Nelson Blish, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200515.1 passed 5 to 0

- Certificate of Occupancy
 - City completed the initial inspection
 - Needed replacement batteries for exit signs and removal of some debris
 - Certificate should be finalized in a few days
- Reported on status of an application for the Payroll Protection Plan (PPP)
 - Charter School meeting discussed qualifications
 - Additional information was released Wednesday evening related to any loan under \$2M
 - Considered certification in good faith and there are no penalties if qualifications are not met
 - We have not cut funding or laid off staff members - continued with consistent pay in spite of reduced work hours
 - On a tight budget
 - Status of Spectrum's Wi-Fi service could change and add to our expenses
 - Would begin once approved: 75% must be used for payroll and 25% for rent/utilities
- A vapor intrusion test of the main building will cost \$8-10K
- Partnership
 - Meetings with Directors – focused on curriculum and professional development
 - ✓ SFA is continuing with the students – for grades 3-8 and give extra support if just learning to read – content and curriculum integrated
 - ✓ Math – while iReady is favorable – might not be the best approach for our students
 - ✓ ELA - considering Wit & Wisdom and Great Minds
 - ✓ Assessing students working online and engaged the right amount of time, but not progressing
 - Some students are not engaged
 - Separating by grade level those students – three buckets
 - ✓ Vertical teaming for Professional Development
 - Connections across grade levels
 - Teacher led teams
 - Evaluations of teachers being asked back
 - ✓ Sitting in on grade level team meetings this week
 - ✓ Observing some of the online live lessons
 - ✓ Teachers must be coachable – this is being shared with teachers – need to embrace change

- Narrative summaries for the report cards
- Online meetings with parents about report cards – setting up Zoom meetings
- Student Success Team – survey sent to families
- Will make phone calls and interview families
 - Determine what they are interesting in seeing for September
 - Family preferences
 - ✓ Will they send their students back to school in September?
 - ✓ Safety measures
 - ✓ Support and needs for online learning
 - ✓ Interest in summer school participation
 - ✓ Engaging parents in that conversation – what are they willing to do and what do they need to support student learning
- Updating COVID-19 plan for the State next week
 - Live interactions for teaching
 - Smart Board and other pieces that teachers are incorporating into their lessons
- A Governance Committee meeting is needed in the near future
 - Evaluation for CEO

Motion 200515.2 Upon a motion by Bliss Owen and duly seconded by Miriam Miranda-Jurado, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 3:38 p.m.

Voting in the affirmative: Nelson Blish, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200515.2 passed 5 to 0

NEXT BOARD MEETING: May 26, 2020

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
TUESDAY, MAY 26, 2020**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Absent: Megan Bosco, Lee Tutt

Guest: Kirsten Barclay, Esq.

Media Notification: The Democrat and Chronicle was notified of the May 26, 2020 meeting on May 19, 2020. Public notice was also posted in the school newsletter and on the school website.

BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:01 p.m.

Newly hired Director of Operations Marquez Elem introduced himself:

- Native of Chicago and has been involved with public education for over 20 years
- Began with the charter school movement in 2004 with extensive experience gained across the country
- Honored to be with UCCS and welcomed any follow-up questions via email

Motion 200526.1 Upon a motion by Bliss Owen and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the April 9, 2020 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200526.1 passed 6 to 0

Motion 200526.2 Upon a motion by Miriam Miranda-Jurado and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the April 30, 2020 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.2 passed 6 to 0

Motion 200526.3 Upon a motion by Kathleen Hurley Wiecek and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the May 7, 2020 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.3 passed 6 to 0

Motion 200526.4 Upon a motion by Miriam Miranda-Jurado and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the May 15, 2020 minutes.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.4 passed 6 to 0

LEADERSHIP TEAM REPORT

Lynn McCarthy:

2020-2021 School Budget:

- Shared the five-year budget that was produced for the Charter School Office
- Review is focused on the 2020-2021 School Budget:
 - Enrollment is consistent at 395

- Some adjustments will be made after review with NYSED – new calculations for total revenue - per pupil decreasing by \$700
- 401 students currently enrolled with two kindergarten spots open with offers out until Friday
- Title funding increase of 1.5%
- Consistent salaries for 2020-2021
 - ✓ With CEI and other charter schools, applying for a grant that would create salaries based on performance – allowing for some increases
- Reviewed teaching staff plans
- Will continue with two Behavioral Specialists, one employee from the Center for Youth, Social Worker, and School Counselor
- Nurse is provided to us from the Rochester City School District
- Librarian position is configured differently for 2020-2021:
Media/Technology/Library
- Custodial staff will remain the same
- Reviewed taxes and benefits
- Management company fee
- Payroll services consistent
- Professional and consulting fees
- Website management and fingerprinting fees
- Insero was at a higher cost this past year – will decrease for 2020-2021
- Board expenses are consistent
- Classroom supplies decreased \$20K
- Textbooks decreased as a result of money from RCSD
- Supplies and other materials consistent
- Equipment/furniture – few needs for new building since prior school at location closed
- Telephone, internet, cable – reduced \$4K
- Technology unchanged
- Testing – assessment – may change as we look at this coming year of completing our own corrections for the NYS test – provides a better view of how the questions are scored
- Field trips - \$13K
- Student transportation is consistent
- Student services – celebrations, special events, nursing supplies
- Staff recruitment increased slightly, but CEI will be providing us with access to some of their programs
- Staff development raised \$5K
- Meals – meeting with caterer and discussing with others – reimbursement needs to match what we are ordering
- Staff travel – reduced \$1K

- Saturday Academies and/or Summer School
- Operations increased slightly
- Insurance for the new building vs. current building increases slightly
- Janitorial services increased
- Repairs and maintenance – few repairs and maintenance expected for new building
- Equipment and furniture – alarm system - \$30K
- Utilities slightly increased
- Total net income: \$154,388

Motion 200526.5 Upon a motion by Bliss Owen and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the 2020-2021 School Budget.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.5 passed 6 to 0

2020-2021 School Calendar:

- During discussions with CEI, it was determined that two weeks of Professional Development should be established
 - ✓ CEI has recommended strong and targeted Professional Development throughout the entire school year
- New staff members will meet with Director of Operations Marquez Elem
 - ✓ Training on Google Classroom
- First day of school for students will be on September 8, 2020 instead of September 9 to allow for the number of days mandated in addition to the needed Professional Development
- Planning time for individual classroom students to meet their teacher
- A total of 199 days planned for staff members

Motion 200526.6 Upon a motion by Kathleen Hurley Wiecek and duly seconded by Mubarak Bashir, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the 2020-2021 School Calendar.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.6 passed 6 to 0

- Held a Zoom meeting with approximately 20 families to discuss the relocation of UCCS
 - Positive responses and thumbs up received
 - The money saved by moving will be put back into programming
 - While 15 students currently walk to our location, the new location will provide busing for all of our students
 - Preparing a survey which will allow open opportunities for families to voice any concerns
 - Community engagement in place within a three-block radius of the new school building
 - ✓ Planning to partner and engage

Chris Vernon, Kelly Walker and Carl Parris:

Chris Vernon:

- Online learning update:
 - In the process of making a shift from an assignment-based approach
 - Moving to a live lesson approach
 - ✓ Has been piloted over the past few weeks and was launched today
 - ✓ Morning meetings at 9 a.m. with scheduled lessons at set times throughout the day
 - ✓ Lessons are recorded allowing students that miss to catch up
 - ✓ Awaiting feedback from the teachers
 - ✓ While there are some challenges, families like the idea of a schedule
 - ✓ Hoping this will reinvigorate some students and allow us to keep pushing out new content through the end of this school year
 - ✓ Five weeks to practice – foundation will be in place in case it needs to be repeated

Kelly Walker:

- Shared that Special Education will push in to live lessons while setting up their own meetings
- Students are meeting every day

- Looking at EIP's for new students – doing a great job getting the families to engage

Carl Parris:

- Shared that there is support for the teachers and families socially (mandated and non-mandated) – divided up between our Counselor, Social Worker and Intervention Specialists and collaborating with The Center for Youth
- Principal Michael Samuel went to homes seeking information about what we can do to support unique situations
- With students that have not engaged, we are meeting as a team to discuss strategies to assist

Marquez Elem:

- Discussed the recommendation upon advisement to apply for a Payroll Protection Plan (PPP) loan. Board approval is needed to seek the funds from the federal government. Preliminary submission was earlier in May and board approval will allow a deeper dive into what those funds will supplement. Parameters indicate that 75% must go directly toward payroll and 25% to utilities and health care benefits. If approved, we can shift some of our other resources to shore up technology we may need. Seeking board approval to apply through M&T.

Motion 200526.7

Upon a motion by Nelson Blish and duly seconded by Miriam Miranda-Jurado, the following was submitted for adoption:
RESOLVED that the Board of Trustees approve that UCCS meets the criteria to apply for a Payroll Protection Plan loan.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.7 passed 6 to 0

Kirsten Barclay, Esq. – Bond, Schoeneck & King, PLLC:

- Kirsten has been working closely with Lynn and Nelson – compiling needed documentation for the charter revision request that is due to NYSED on Monday
 - The Charter Renewal is conditioned on several things:
 - ✓ Partner with an Educational Services Provider

- Engagement with The Center for Educational Innovation (CEI)
- ✓ Work with CEI to replace at least 60% of the current BOT members (five of eight to leave their positions)
- Submit a request to revise charter and bylaws to reflect these changes
- Facilities relocation – need approval by the Charter School Office
- Extending Current Board Members terms through August 30, 2020
- Reconstitution of the Board of Trustees

Motion 200526.8

Whereas, on May 4, 2020 Urban Choice Charter School received a one-year renewal from the Board of Regents conditioned upon entering into a partnership with a Comprehensive Management Services Provider to provide support in the school's turnaround efforts; and

Whereas, with the support of the NYSED Charter School Office, the school identified The Center for Educational Innovation ("CEI") as a viable partner.

Now therefore be it Resolved: The Board of Trustees of Urban Choice Charter School hereby approves of CEI as its Comprehensive Management Services Provider and authorizes its CEO to lead and manage the partnership with an effective start date between June 1, 2020 and July 1, 2020 for a term not to exceed thirteen months. Pursuant to its Bylaws, the Board shall call a Special Meeting on or before August 31, 2020 for the purpose of electing new Trustees and officers.

Upon a motion by Bliss Owen and duly seconded by Miriam Miranda-Jurado, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve to engage CEI.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200526.8 passed 6 to 0

Motion 200526.9

Whereas, on May 4, 2020 Urban Choice Charter School received a one-year renewal from the Board of Regents conditioned upon the replacement of at least 60% of the current members of the Board of Trustees; and

Whereas, the Board of Trustees desires to ensure a smooth transition between the current Board and the reconstituted Board, including the carrying out of fiduciary responsibilities, and expects such transition to be completed by August 31, 2020; and

Whereas, the current term of service pursuant to the Bylaws ends on June 30, 2020.

Now therefore be it Resolved: The term of service for all Board members who are resigning his/her seat or whose term otherwise ends on June 30, 2020 shall be extended to August 30, 2020. The extension herein also extends the term of service of the officers of the Board so that they may remain in their current role(s) until August 30, 2020.

Upon a motion by Miriam Miranda-Jurado and duly seconded by Bliss Owen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve to extend terms.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200526.9 passed 6 to 0

Motion 200526.10

Whereas, on May 4, 2020 Urban Choice Charter School received a one-year renewal from the Board of Regents conditioned upon the replacement of at least 60% of the current members of the Board of Trustees; and

Whereas, there are currently eight (8) Trustees serving on the Board, and the Bylaws allow for between 7-15 Trustees; and

Whereas, the Board of Trustees believes it has a fiduciary obligation to provide school choice for Rochester's families and has considered the condition in light of what is in the best interest of them; and

Whereas, the Board of Trustees believes that, initially, a newly constituted Board of at least seven (7) Trustees is in the best interest of Rochester's families.

Now therefore be it Resolved: Effective August 30, 2020, at least five (5) Trustees will either voluntarily resign from the Board or not seek re-election to the Board.

Upon a motion by Julie Boland and duly seconded by Mubark Bashir, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve to reconstitute the Board.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.10 passed 6 to 0

➤ **Draft management Agreement: Services Provided by CEI**

- Board of Trustees
- Education Program
- Business Operations

➤ **Draft Management Agreement: Terms and Conditions**

- Negotiating for onsite staff
- Management Fee
- Termination Provisions
- Performance Evaluation
- Proprietary Works
- Dispute Resolution
- Minimal disruption to students
- Performance Evaluation: Board completes written evaluation of CEI by May 31, 2021
- Proprietary Work: Owned by CEI and used by UCCS
- Dispute Resolution: mandatory non-binding mediation followed by arbitration (except for intellectual property)
- Only a One Year Term – not renewable – will need new contract

Motion 200526.11

Upon a motion by Nelson Blish and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve hiring CEI subject to a final agreement with approval by NYSED.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200526.11 passed 6 to 0

➤ **Bylaws Changes**

- Ability to enter into partnership with CEI
- No more than two Trustees (or immediate family members) can be affiliated with CEI
- Board may vote to remove CEI designees if Management Agreement is terminated/expires without renewal (60 days)
- Encourages recruitment of new Board members for continuous improvement purposes
- Adds provision to collect required documentation from departing Board members
- Amends meeting participation to provide for exceptions to in-person voting during State of Emergencies
- May delegate day-to-day decision making
- Enter into contracts including but not limited to ability to terminate a partnership with a Comprehensive Management Services Provider
- Discussed the length of time for Trustees to return to service on the Board – two years

Motion 200526.12 Upon a motion by Bliss Owen and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve changes to bylaws.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200526.12 passed 6 to 0

BUILDING COMMITTEE

- Work in progress
- Certificate of Occupancy in process
- Batteries needed for exit signs
- Clean up debris at the bottom of the stairs

- Maintenance will enter and clean out soon
- Blockage of hole in wall will be explored

FINANCE COMMITTEE REPORT – Bliss Owen

- Financials shared
 - April – summary of income statement
 - Balance sheet third quarter numbers from Community Foundation Savings Account
 - Strong cash position continues
 - Receivables – current
 - ✓ \$72K 0 to 30 days - collecting receivables really well
 - Supplies inventory
 - No addition to the equipment accounts
 - Depreciation over budget this year so far
 - Other assets –security deposit
 - Deposit on new building
 - Liabilities – accrued vacation for full-time staff members
 - No accrued wages
 - 403 b withholding
 - IDEA grant payment
 - A/P is down 0-30 days – payables current
 - Net assets between last year and this year – loss on the investment accounts
 - Revenue and expenses – interest income – change due to loss on the investment accounts
 - Net income \$38K - Budget \$152K - mainly due to loss from investment accounts

Motion 200526.13 Upon a motion by Bliss Owen and duly seconded by Julie Boland, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:56 p.m.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Miriam Miranda-Jurado, Bliss Owen, Kathleen Hurley Wiecorek

Voting in the negative: None

Motion 200526.13 passed 6 to 0

NEXT BOARD MEETING: June 11, 2020

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, JUNE 11, 2020**

Present: Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Absent: Mubarak Bashir, Kathleen Hurley Wiecorek

Guests: Kirsten Barclay, Esq., Michael Kohlhagen

Media Notification: The Democrat and Chronicle was notified of the June 11, 2020 meeting on June 8, 2020. Public notice was also posted in the school newsletter and on the school website.

BOARD MEETING

The Board Meeting was called to order by Nelson Blish at 6:01 p.m. and the Mission Statement was shared.

Motion 200611.1 Upon a motion by Bliss Owen and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the May 26, 2020 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200611.1 passed 5 to 0

LEADERSHIP TEAM REPORT:

- Met with David Frank and Susan Gibbons from the Charter School Office
 - Discussed paperwork shared on 6/1
 - ✓ Some changes needed

- ✓ Next steps for completion reviewed for legal clarification with our attorney
- ✓ Management Agreement with CEI
 - Will share when communicated
- ✓ Data service and privacy plan required – collection/storage for student and teacher information
 - Will review with CEI and incorporate into the agreement
- ✓ Do not expect either to be major changes
- Requesting a Special Board Meeting next Thursday seeking approval:
 - Management Agreement with CEI
 - Bylaw changes
 - Data Privacy Policy with CEI
 - Resolution related to summer school learning required by the Charter School Office
 - ✓ It is not in our Charter to provide summer school
 - ✓ Will review with CEI and incorporate into the agreement
 - Online learning will be offered over the summer
 - Not the typical summer school – online learning pieces
 - Spoke with Michael Kohlhausen and he has a program available to use until the end of August with a resolution needed
- Curriculum Audit is a significant piece
 - Complete ELA and Math
 - UCCS is making some changes
 - ✓ Going with the Success for All for Grades K-2
 - ✓ Wit and Wisdom for Grades 3-8
 - ✓ Purchasing Wit and Wisdom for Grades 1 & 2
 - ✓ K-8 Eureka Math – Great Minds
 - ✓ Continuing with our iReady Diagnostics
 - ✓ RtI and Special Ed teachers have access to their pathways along with lessons in addition to ELA and Math Diagnostics
- Getting clarification on bylaw changes and what is needed for the CEI Management Agreement
 - Agreement start date has been set for July 1, 2020
- Michael shared that Dr. Alice Bartley will be the point person at least three days per week – meeting each action item point on the Memorandum of Understanding
 - Planning through the summer with a smooth opening with robust professional development
 - Help with running some reports will be the responsibility Michael Edwards, data specialist – will help create a data warehouse and create a data culture under the CEO's direction along with Co-Principals
 - ✓ Group students and place them correctly
 - ✓ Grade level assessments
 - ✓ Profiles for students
 - iReady sales person is committed to working with CEI – retrain and come up with a strong Professional Development plan

- Outline of opportunities for summer learning provided by CEI (all virtual): one-on-one tutoring, virtual coding, E-sports infused with character education and life skills, Art and Music Program – master classes helping students write songs and publish/art/writing

Michael Samuel:

- Shared that a meeting was held with Louis Cuglietto - discussed ideas related to how Co-Principals will be able to divide and conquer to get more done through the school while being united
- Sharing strengths, thoughts, ideas
- Follow up meetings to be set up individually to identify and connect to UCCS for growth and development – building a team with sustainability
- Met with Dr. Shelley Jallow off campus – our connection to St. John Fisher College Dean of Education
- Certification working with ELL and Special Education students – career pipeline creation
- Introduced to Relay by the Northeast Charter – interested in involvement and additional course work

Carl Parris and Kelly Walker:

- Discussed the Family Engagement Handbook and Code of Conduct
- Classroom management
- PBIS will be returning
- A number of students will be entering with IEPs and 504s
- Transitioning 8th graders
- Create sensitive learning environment
- Create a responsive environment and a climate and culture of respect

GOVERNANCE COMMITTEE – Megan Bosco

- Discussed appointing Michael Kohlhagen to the Board of Trustees
- The Charter School Office felt that was a strong indication of the level of commitment to UCCS

Motion 200611.2

Upon a motion by Bliss Owen and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees select Michael Kohlhausen as a member to its Board of Trustees, with a term expiring on June 30, 2023, pending approval by NYSED. The resolution approving Michael Kohlhausen is adopted upon NYSED's approval.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200611.2 passed 6 to 0

FINANCE COMMITTEE – Bliss Owen

- Reviewed April financials
- Updated budget is not available for presentation at this time – work is progressing
- Building update
 - Term sheets received from two different banks
 - ✓ Situation changed when only a one-year charter was received
 - ✓ Challenges related to securing a mortgage for a one-year term
 - Planning to lease the building for seven months at a fixed rate equal to interest on a mortgage payment
 - UCCS and Charter Development Company are invested in getting this deal completed
 - Certificate of Occupancy has been approved by the City
 - Waiting on the Fire Safety Certificate

CHAIR REPORT – Nelson Blish

- Discussed options for celebrating the 8th grade class graduation with the challenges of COVID-19
 - Dorinda Clark-Cole (three-time Grammy award winner) will be our guest speaker virtually
- Charter schools will not be finishing earlier than the original school calendar submission even though traditional public schools in our area are closing a week early
- A donor has pledged \$4K towards providing new Chromebooks for our graduating 8th graders

Motion 200611.3

-- Upon a motion by Megan Bosco and duly seconded by Julie Boland, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 6:50 p.m.

Voting in the affirmative: Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt

Voting in the negative: None

Motion 200611.3 passed 6 to 0

NEXT BOARD MEETING: July 9, 2020

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, JUNE 18, 2020**

Present: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecorek

Absent:

Guests: Kirsten Barclay, Esq., Michael Kohlhagen

SPECIAL BOARD MEETING

The Special Board Meeting was called to order by Nelson Blish at 6:04 p.m.

Documents were shared for review in advance of this meeting.

➤ **Amended Bylaws:**

Motion 200618.1

Upon a motion by Miriam Miranda-Jurado and duly seconded by Kathleen Hurley Wiecorek, the following was submitted for adoption:

Whereas, Urban Choice Charter School submitted a charter revision request to the NYSED Charter School Office on June 1, 2020 and was subsequently directed to make changes to the bylaws.

Now therefore be it Resolved: The Board of Trustees approves of the attached revised bylaws and requests they be submitted by counsel to the Charter School Office for review and approval.

Discussion:

- Amendment to be made to page 23 to reflect: C. **Checks and Notes:** Except as otherwise specifically provided by Board resolution, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Corporation may be signed by the Chair, Treasurer or a Principal.

All in favor of accepting the amendment to the amended bylaws:

Motion 200618.2

Upon a motion by Lee Tutt and duly seconded by Miriam Miranda-Jurado, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the amendment to the amended bylaws.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.2 passed 8 to 0

All in favor of accepting the amended bylaws:

Voting in the affirmative: Mubarak Basahir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.1 passed 8 to 0

➤ **Summer Programming**

Motion 200618.3

Upon a motion by Bliss Owen and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption:

Whereas, Urban Choice Charter School will engage The Center for Educational Innovation ("CEI") as its comprehensive management services provider for the 2020-2021 school year; and

Whereas, CEI has expertise in providing summer intervention and enrichment programming, including remote programming, to K-8 students; and

Whereas, Urban Choice Students will not otherwise have the opportunity to participate in summer programming provided by the School.

Now therefore be it Resolved: The Board of Trustees approves of summer intervention enrichment programming provided by CEI as part of a supplemental and optional program for eligible students.

Discussion:

- Confirmed that program would start around July 10 and last for four weeks
- Staff will be from CEI
- Michael Kohlhausen shared some possible content for the virtual programs:
 - Tutoring
 - Coding
 - Social action
 - Art and music programs
 - Competitive E-sports infused with college to career readiness
- Open to many students while targeting students that will benefit after having been online with remote learning consistently
- Meeting was held with leadership team - piloting for an early childhood enrichment program in collaboration with existing staff working with small groups of students K, 1 and 2
 - Wonder, questioning, exploration

All in favor of accepting the Summer Programming:

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.3 passed 8 to 0

➤ **2-d Data Security and Privacy Policy:**

Motion 200618.4

Upon a motion by Bliss Owen and duly seconded by Lee Tutt, the following was submitted for adoption:

Whereas, pursuant to New York State Education law 2-d, Urban Choice Charter School is required to have data security and privacy policy that complies with the statute and implementing regulations;

Now therefore be it Resolved: The Board of Trustees approves of the attached Data Privacy and Security Policy, which shall become effective July 1, 2020, and directs the Chief Executive Officer to develop and implement all required school procedures, appoint personnel, and provide information to students, parents, teachers, school leaders, and all third party contractors as required by this policy and Education law 2-d and implementing regulations.

Discussion:

- Will be in place in advance of the requirement by NYSED

All in favor of accepting the 2-d Data Security and Privacy Policy:

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.4 passed 8 to 0

➤ **Revised Budget Review:**

- Reviewed adjustments:
 - ✓ Building and land lease
 - ✓ PPP Funds
 - ✓ Assuming building purchase
 - ✓ Financing of the new building in year two
 - ✓ Principal repayments/interest with repayment over 20 years
 - ✓ Management fee – contracted services with CEI

Motion 200618.5

Upon a motion by Julie Boland and duly seconded by Lee Tutt, the following was submitted for adoption:

Whereas, on May 4, 2020 Urban Choice Charter School received a one-year renewal from the Board of Regents conditioned upon entering into a partnership with a Comprehensive Management Services Provider to provide support in the school's turnaround efforts; and

Whereas, with support of the NYSED Charter School Office, the school identified The Center for Educational Innovation ("CEI") as a viable partner; and

Whereas, on May 26, 2020 the Board of Trustees passed a resolution approving CEI as its Comprehensive Management Services Provider for the 2020-2021 school year; and

Whereas, CEI and Urban Choice Charter School have come to agreement on the terms and conditions for a Comprehensive

Management Services Agreement, and the Board of Trustees has reviewed the agreement with counsel.

Now therefore be it Resolved: The Board of Trustees approves of the Management Agreement and requests that counsel immediately submit the Management Agreement to the Charter School Office, along with a letter indicating counsel's approval of the agreement, for review and approval by the Charter School Office and, upon receipt of approval, the Board shall execute the Agreement.

Discussion:

- Michael Kohlhausen shared that he is very optimistic that CEI will deliver on all goals communicated and then departed the meeting

Motion 200618.6

Upon a motion by Julie Boland and duly seconded by Lee Tutt, the following was submitted for adoption: **RESOLVED** that the Board of Trustees enter Executive Session to discuss the Agreement.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.6 passed 8 to 0

Motion 200618.7

Upon a motion by Miriam Miranda-Jurado and duly seconded by Kathleen Hurley Wiecek, the following was submitted for adoption: **RESOLVED** that the Board of Trustees end Executive Session to discuss the Agreement.

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.7 passed 8 to 0

All in favor of approving Management Agreement with the Center for Educational Innovation:

Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam
- Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.5 passed 8 to 0

Motion 200618.8 Upon a motion by Miriam Miranda-Jurado and duly seconded by Lee Tutt, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:00 p.m.

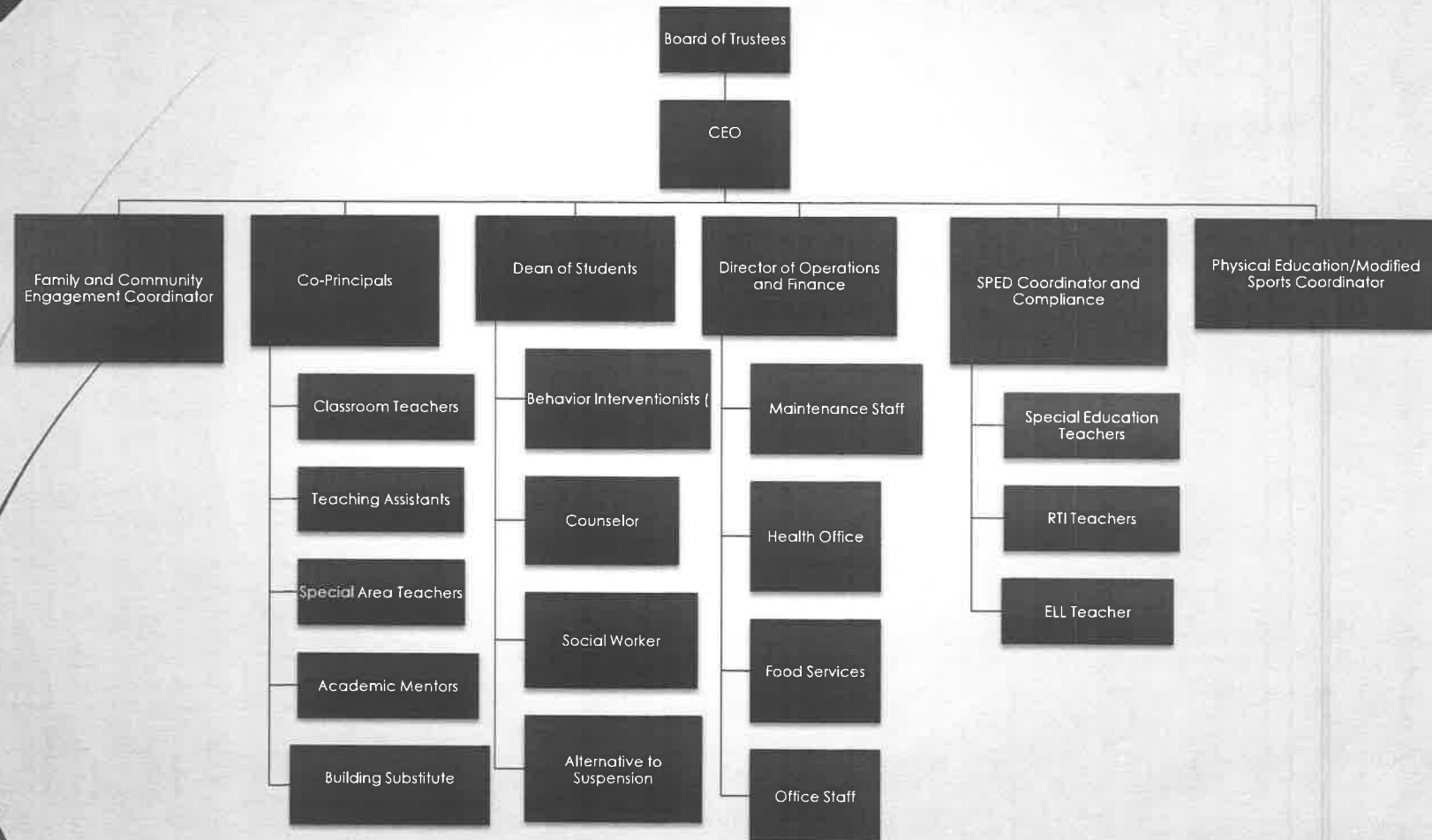
Voting in the affirmative: Mubarak Bashir, Nelson Blish, Julie Boland, Megan Bosco, Miriam
Miranda-Jurado, Bliss Owen, Lee Tutt, Kathleen Hurley Wiecek

Voting in the negative: None

Motion 200618.8 passed 8 to 0

NEXT BOARD MEETING: Thursday, July 9, 2020

URBAN CHOICE CHARTER SCHOOL ORGANIZATIONAL CHART



URBAN CHOICE CHARTER SCHOOL 2020-2021 SCHOOL CALENDAR

URBAN CHOICE CHARTER SCHOOL 2020-2021 SCHOOL CALENDAR

First/Last Day of School
Half Day of School for Students/PD for Staff
No School for Students PD for Staff
Holiday/Recess
New York State Testing

JULY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

(T=19 /S=19)

1/1 Winter Recess – No School
1/14 Board of Trustees Meeting
1/18 Holiday – No School
1/29 Half Day for Students/ All Staff PD

(T=11)

8/17-8/21 All Staff PD
8/24-8/28 All Staff PD
8/31 All Staff Prep Day

AUGUST 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

(T=15 /S=15)

2/11 Board of Trustees Meeting
2/15 – 2/19 Mid-Winter Recess – No School

(T=20 / S=17)

8/31 All staff Prep Days
9/4 No School
9/7 Holiday – No School
9/8 First Day of School
9/10 Board of Trustees Meeting
9/24 Open House

SEPTEMBER 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MARCH 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(T=20 /S=19)

3/4 Half Day for Students/ Parent-Teacher Conferences
3/11 Board of Trustees Meeting
3/19 No school for students/ All Staff PD
3/29-3/31 Spring Recess—No School

(T=21/S=20)

10/8 Board of Trustees Meeting
10/9 No school for students/ All Staff PD
10/12 Holiday – No School

OCTOBER 2020						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(T=20 /S=20)

4/1– 4/2 Spring Recess- No School
4/8 Board of Trustees Meeting
4/20-4/22 NYS Testing (3-8 ELA Assessments)
4/30 Half Day for Students/ All Staff PD

(T=17 /S=16)

11/3 No school for students/ All Staff PD
11/11 Holiday—No School
11/12 Board of Trustees Meeting
11/19 Half Day for Students/ Parent-Teacher Conferences
11/25-11/27 Thanksgiving Recess – No School

NOVEMBER 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2021						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

(T=20 /S=19)

5/4-5/6 NYS Testing (3-8 Math Assessments)
5/13 Board of Trustees Meeting
5/26 Grade 4 Science Performance Test
5/27 Grade 8 Science Performance Test
5/28 No School for students/ All Staff PD
5/31 Holiday – No School

(T=17 /S=17)

12/4 Half Day for Students/ All Staff PD
12/10 Board of Trustees Meeting
12/24 – 12/31 Winter Recess – No School

DECEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2021						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

(T=19 /S=18)

6/7 Grade 4 and 8 Science Written Test
6/10 Board of Trustees Meeting
6/24 Last Day of School for Students
6/25 Last Day of School for Staff

Yearly Totals: T=199 S=180

URBAN CHOICE CHARTER SCHOOL 2020-2021 SCHOOL CALENDAR



City of Rochester
FIRE DEPARTMENT

PERMIT

FIRE SAFETY DIVISION

185 Exchange Blvd., Suite 665
Rochester, New York 14614
(585) 428-7037

DATE: 07/15/20

For keeping, storing, using, installing, manufacturing, handling, transporting, or otherwise employing flammable, combustible, or explosive materials, or materials, processes, or equipment, which if improperly used may produce conditions hazardous to life or property.

TO WHOM IT MAY CONCERN

By Virtue of the provisions of the Fire Prevention Code of the City of Rochester, NY.,

CHARTER SCHOOL – URBAN CHOICE
1020 MAPLE ST

PERMIT NUMBER: 21-07300

having made application in due form, and as the conditions, surroundings, and arrangements are, in my opinion, such that the intent of the Fire Prevention Code can be observed, authority is hereby given and the PERMIT is GRANTED for:

PERMIT CODE	PERMIT CATEGORY	FEE
5409B25B	PUBLIC ASSEMBLY/OVER 249 CAPACITY	\$ 60

TOTAL: \$ 60

This PERMIT is issued and accepted on condition that all Fire Prevention Code provisions now adopted, or that may hereafter be adopted, shall be complied with, and said PERMIT will become valid only after receipt of total fee payment.

THIS PERMIT EXPIRES: 07/31/21

This permit does not take the place of any License required by law and is not transferable. Any change in the use of occupancy of premises shall require a new permit.

THIS PERMIT MUST AT ALL TIMES BE KEPT ON FILE AT THE PREMISES MENTIONED ABOVE

Fire Marshal

Return this part with payment – please write permit number on your check or money order.

MAKE YOUR CHECK OR MONEY ORDER, PAID IN FULL,
PAYABLE TO CITY TRESURER AND MAIL TO:

ROCHESTER FIRE DEPARTMENT
ATTENTION: ACCOUNTS RECEIVABLE
185 EXCHANGE BLVD., SUITE 663
ROCHESTER, NEW YORK 14614

PERMIT NUMBER: 21-07300
PERMIT ADDRESS: 1020 MAPLE ST
INVOICE DATE: 07/15/20
DATE DUE: 08/15/20
AMOUNT DUE: \$ 60

CHARTER SCHOOL – URBAN CHOICE
1020 MAPLE ST
ROCHESTER NY 14611

Permit fee payment not received by the due date will be considered delinquent. Any property found to be operating with an invalid or expired permit will be subject to the issuance of a Municipal Code Violation Summons pursuant to Chapters 52 and 54-24 of the Code of the City of Rochester. Furthermore, unabated violations may result in the assignment of Nuisance Points to the property pursuant to Chapter 3-15 of the City Charter.

Please Note: Payments subsequent to the issuance of a summons shall not be reason to cancel the summons. Appearance at Municipal Codes Violations Bureau as provided on the summons will be required.

Municipal Code Summons Schedule

	Initial	Default
1st Offense, or after 30 days	\$ 75.00	\$ 150.00
2nd Offense, or after 60 days	\$ 150.00	\$ 300.00
3rd Offense, or after 90 days	\$ 375.00	\$ 750.00



CITY OF ROCHESTER

CERTIFICATE NO.: 55540
DATE ISSUED: JUNE 19, 2020
EXPIRATION: NOT APPLICABLE
LEGAL USE: SCHOOL

CASE NO.: 694005
PERMIT:
SBL NO: 12023000020530010000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 1020 MAPLE ST

This is to certify that the above property may be legally occupied in the following manner:

MASONRY 1 STORY
CERTIFICATE FOR CHARTER SCHOOL

This Certificate is issued and based on the application made by:

MICHAEL CONROY, {OWNER'S AGENT}, ON APRIL 8, 2020

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above, unless terminated by the occurrence of any of the events enumerated in Section 90-16A(2) of the City Code, or the Non-Conforming Use limitations in Section 120-199 of the Zoning Code. This Certificate must be renewed, if applicable, no later than the expiration date.

This is to certify that the above property conforms to issued building permits and substantially conforms with the requirements of the following codes of the City of Rochester: Zoning Ordinance, Building Code, Property Code, and, where applicable, the N.Y.S Multiple Residency Law.

SENIOR CODE ENFORCEMENT OFFICER

NOTICE AND DISCLAIMER

PROPERTY INSPECTIONS ARE VISUAL AND NON-DESTRUCTIVE ONLY AND ARE NOT INTENDED TO PROVIDE INFORMATION CONCERNING POSSIBLE HIDDEN DEFECTS WITHIN OR BEHIND WALLS, CEILINGS, PARTITIONS OR FLOORS. IN ADDITION, THE CITY MAKES NO REPRESENTATION, CERTIFICATION OR GUARANTEE TO ANY PERSON OR ENTITY, AND ASSUMES NO LIABILITY FOR REAL OR CLAIMED FAILURE TO OBSERVE OR CITE ANY DEFECTS. WHETHER HIDDEN OR OBVIOUS, IN CONJUNCTION WITH ANY INSPECTION REQUISITE FOR ISSUANCE OF A CERTIFICATE OF OCCUPANCY. PROPERTY INSPECTIONS MAY RESULT IN CERTAIN DEFICIENCIES BEING NOTED BUT NOT CITED AS VIOLATIONS BASED ON THEIR CATEGORIZATION AS MINOR IN NATURE. CITY INSPECTIONS ARE DONE TO PROMOTE THE HEALTH, SAFETY AND WELFARE OF THE PUBLIC AS A WHOLE. BY ENHANCING THE CITY'S HOUSING STOCK AND RESIDENTIAL NEIGHBORHOODS.

LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.

EEO Employer/Handicapped