

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES MEETING – MINUTES  
THURSDAY, MARCH 10, 2022**

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

Absent: Shakeel Armstrong

Media Notification: The Democrat and Chronicle was notified of the March 10, 2022 meeting on March 3, 2022. Zoom link was also shared with staff members and posted on the UCCS website.

**BOARD MEETING**

The meeting was called to order at 6:01 p.m. and the Mission Statement was shared.

Motion 220310.1            Upon a motion by Miriam Miranda-Jurado and duly seconded by Taj Smith, the following was submitted for approval: RESOLVED that the Board of Trustees approve the February 10, 2022 and February 14, 2022 BoT Minutes.

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

Voting in the negative:    None

Motion 220310.1 passed 5 to 0

Motion 220310.2            Upon a motion by Taj Smith and duly seconded by Miriam Miranda-Jurado, the following was submitted for approval: RESOLVED that the Board of Trustees approve entering Executive Session to discuss potential litigation and to receive advice from counsel.

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

Voting in the negative: None

Motion 220310.2 passed 5 to 0

Motion 220310.3 Upon a motion by Taj Smith and duly seconded by Bliss Owen, the following was submitted for approval: RESOLVED that the Board of Trustees approve to end Executive Session at 6:39 p.m.

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

Voting in the negative: None

Motion 220310.3 passed 5 to 0

## **PUBLIC COMMENTS**

- No comments

## **CEO's REPORT - Lynn McCarthy:**

- Enrollment is currently at 389
  - Second grade goal met
  - Eighth grade lower
  - Wait list of 135 for this school year
  - Enrolled some students that have siblings on wait list to join
  - Seven openings
    - ✓ Five offers out
    - ✓ Four have been accepted as of 2/28 but have not started yet
  - 31 students left UCCS with 32 new students enrolled
  - 213 students in our lottery for next school year
  - 41 students with Disability
  - 17 students with our ELL
- Attendance is improving

- Second grade class close to 95% goal with 91%
- Made good progress with calls made by the Student Success Team and staff members
- Three home visits and two conferences

**Michael Samuel:**

- UCCS students visited Pittsford Mendon and Sutherland schools to attend all daily classes with their partner for the school day
- On April 7, Pittsford students visit UCCS and accompany students to classes for the day
- A Family Night is planned for May 26 to make up for the cancellation in the winter
  - Plan to set up a table for board members
    - ✓ Speak to parents related to joining the BoT

**Carl Parris:**

- ATS and OSS went up in February
- Some physical aggression episodes developed in the month of February
  - Some related to social media challenges and Valentine's Day drama
  - Referrals were decreasing going into January and February

**Lynn McCarthy:**

- Hired a Grade Six Teacher and Reading Teacher
- Still seeking a School Counselor and Grade Six Teaching Assistant
- Out of 33 teaching staff members, 28 are certified with five teachers meeting the reasoning for the annual report
- ELA interim assessments with our iReady Data
  - Percentages are indicating movement in the right direction
  - A prediction of 23% for our students on the ELA exam
  - This was a computer-based test - paper/pencil
  - Controlled environment when test was taken
- Math
  - Movement not as strong compared to ELA
  - Prediction of 7% of our students passing NYS math test
  - Coaches are working with all grade level teams
  - Keeping a list of students identified to look at their needs and move them into appropriate grade
- Focus of the week – each week is a planned strategy with teachers – broken into two groups
  - Expectation is that the strategy is used
  - Diagnostic growth – typical growth is what the student should achieve for the school year while we want our students to exceed typical growth
    - ✓ 30% meeting the typical growth
  - Stretch growth – below grade level students and their path to reach efficiency
    - ✓ 11% of our students have met their stretch growth

- Typical growth in math is lower at 23% and stretch growth is 4%
- CEO met with Insero to discuss the possibility of a staff incentive program to fit within the budget. The following incentive plan was developed to fit the current budget:
  - Staff that started 8/16/2021-12/31/2022 and stay to the end of the current school year would be compensated with \$1,500
  - Staff that started 1/1/2022 and stay to the end of the current school year would be compensated with \$500

Motion 220310.4                      Upon a motion by Mubarak Bashir and duly seconded by Miriam Miranda-Jurado, the following was submitted for approval:  
RESOLVED that the Board of Trustees approve the staff incentive program for the 2021-2022 school year.

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

Voting in the negative:          None

Motion 220310.4 passed 5 to 0

**TREASURER’S REPORT – Bliss Owen**

- Reports were shared – *please refer to Attachment A*

**GOVERNANCE COMMITTEE – Miriam Miranda-Jurado**

- Elect a Secretary for the remainder of the 2021-2022 School Year: Taj Smith

Motion 220310.5                      Upon a motion by Miriam Miranda-Jurado and duly seconded by Bliss Owen, the following was submitted for approval: RESOLVED that the Board of Trustees elect Taj Smith as Secretary for the remainder of the 2021-2022 school year as identified by the Board Chair and Governance Committee.

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

Voting in the negative: None

Motion 220310.5 passed 4 to 0

- Elect a Chair of the Governance Committee for the remainder of the 2021-2022 school year: Miriam Miranda-Jurado
- Also seeking additional board members with expertise in Human Resources, Education and Finance

Motion 220310.6                      Upon a motion by Bliss Owen and duly seconded by Taj Smith, the following was submitted for approval: RESOLVED that the Board of Trustees elect Miriam Miranda-Jurado as Chair of the Governance Committee for the remainder of the 2021-2022 school year as identified by the Board Chair and Governance Committee.

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

Voting in the negative: None

Motion 220310.6 passed 4 to 0

#### **CHAIR REPORT – Mubarak Bashir**

- Follow up and discussion related to the public comments from the prior BoT meeting:
  - 34% of staff departed – surplus in budget allocation giving teachers a reason to stay
    - ✓ Treasurer will speak with staff regarding the budget
    - ✓ Incentive program fits within the budget and was approved
  - Copiers jamming and service needed
    - ✓ Copiers are leased and leadership will be looking into replacements
  - Coach expressed issue with testing plan shared by CEI
    - ✓ UCCS is no longer partnered with CEI
  - More planning time is needed
    - ✓ CEO is looking into this – looking for ways to create more time
- TAs are compensated when subbing as teachers
- Certification – payrate is updated upon securing certification
- Discussions will continue for compensation for obtaining certification

- Incentives will continue to be discussed
- Lunchroom options – figuring out this building
- IT support onsite daily – budgeting to add IT and HR next year

**PUBLIC COMMENTS**

- Certification inquiry regarding pay steps
- Certification through NYS or a national standard
- Expressed appreciation to the board
- Gratitude expressed for UCCS teachers
  - UCCS has a strong team
- Gratitude expressed for the CEO and the leadership team
  - Resilient leadership
  - Tackling concerns and issues quickly
- Staff social event planned for March 25 at Radio Social
- Suggested posting the open principal job as soon as possible
- BoT expressed appreciation to all of the teachers

Motion 220310.7                      Upon a motion by Bliss Owen and duly seconded by Miriam Miranda-Jurado, the following was submitted for approval: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:24 p.m.

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

Voting in the negative:          None

Motion 220310.7 passed 5 to 0

**NEXT BOARD MEETING:**    April 28, 2022

Urban Choice Charter School  
Treasurer's Report  
January 2022

The Finance Committee met on February 28, 2022 to review the January, 2021 financials.

For the seven months ended January 31, 2022:

	YTD Actual	YTD Budget	YTD Variance
Revenue	4,671,198	5,052,919	(381,721) includes PPP Loan forgiveness of \$732,700
Expenses	3,744,151	4,004,051	(259,900)
Revenue over Expenses	927,047	1,048,868	(121,821)
Total Assets	5,239,209	(includes cash of \$4,035,498)	
Total Liabilities	1,145,970		

Proposed lease amount from landlord is \$10.51/sq. ft. UCCS has agreed to this.

Proposed purchase price at end of lease has been increased. This has not been agreed to by UCCS.

The grants that were submitted have been approved. The estimated amount is \$600,00.

Lisa will start to prepare the FS-25 forms to request the grant reimbursements.

The budget process for next year begins the week of March 7th.

Our next meeting is March 22, 2022 at noon.