

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, MARCH 5, 2009**

Present: Hanif Abdul-Wahid, Michael Abraham, John Bliss, Ron Boillat, Tom Felton, Jr., Susan Fox, Tamala Lynch-Bradford, Jerald Noble, Harvey Reiner, Spiro Ziogas

Absent: Kevin Fiscella, Craig LeFeber

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the March 5, 2009 board meeting on February 24, 2009. Public notice was also posted in the school and published in the school newsletter.

The meeting was called to order at 6:05p.m. by Susan Fox.

Motion 090305.1 Upon a motion by Jerald Noble and duly seconded by Ron Boillat, the following was submitted for adoption: RESOLVED that the Board of Trustees approves the minutes of the February 5, 2009 meeting.

Voting in the affirmative: Hanif Abdul-Wahid, Michael Abraham, Ron Boillat, Tom Felton, Jr., Susan Fox, Tamala Lynch-Bradford, Jerald Noble, Harvey Reiner, Spiro Ziogas

Voting in the negative: None

Motion 090305.1 passed 9 to 0

CEO Report (see Attachments A, B, C, and D, plus the CD) – John Bliss

John distributed the CEO Report (Attachment A) and a CD with additional charter sections.

- John noted the number and range of people he has invited to visit UCCS (Attachment B).
- He briefly went over the items on the CD, as noted in the CEO Report.
- Potential high school partnership programs with Nazareth and St. John Fisher are progressing.
- St. John Fisher nurses are coming to the school to help students with academics.
- Lovely Warren had a great time here and is very supportive.
- Donna Dedee from Bishop Kearney visited the school.
- After completing the NYS math tests this week – we can have an idea of the results pretty quickly. Our third grade is amazing – last year was 85% passing rate.
- Please review the Employee Handbook on the CD – much more detailed. Also, note the attached Hiring Process flowchart (Attachment C).
- The budget should be able to be reviewed by the Finance Committee in the next two weeks.

- We are exploring the idea of using the #28 school gym space next year after 3:00 PM
- The Open House on the 7th will be big.
- There may be per-pupil funding increase. John clarified that this is separate from Title I and IDEA funding – those are for specific populations.
- The Principal position has been posted – superintendent website, NYSED site, ours, D&C. Board members will help interview.
- A parent has been sent legal notice not to enter school property. John can explain specifics to Board members in private.
- There is a huge wait list building up to the lottery. We had a successful Enrollment night – no place to sit – about 50 people, big turnout.
- John also shared the Student Support services timeline (Attachment D) – the process for retaining students. Very thorough.
- John reminded the Board of the importance of making sure our teachers are happy.
- Susan tied this to the Employee Handbook and strongly encouraged the Board to review the Handbook. The handbook helps to ensure the best possible environment for teachers. This is one of the most important things the Board can do – make sure the school has the right policies and procedures in place for staff.

High School Report (see Attachment E) – Ron Boillat

- The Humboldt Street location was discussed, as detailed in the attachment. Ron, John, Brett Costello, and Rich Mauser did a walk-through.
- Other alternatives were described.

Development (also Attachment E) – Ron Boillat

- We want an ad agency to tell our story. Met with 3 agencies so far. At the next meeting, hope to have a summary and recommendation. The agency will put together marketing materials, professional brochures, media – so the general public understands who we are, increase our credibility in the market.
- In parallel – we will look at someone to do development, fundraising. We will consider contract or project basis. Ron thought contract basis made more sense.

Susan mentioned the tremendous amount of work the High School Committee was doing on this. There was a brief discussion of the importance of parking and green space – that is a key issue. The H.S. team will be meeting in the next couple of weeks. Anyone who wants to see the Mapledale building and is free Monday at 9pm can come see the site.

Treasurer's Report

- Craig is out. He will email the Treasurer's Report.

Governance Report

- Jerald reported that the date of the Board retreat has been set. It will be October 17. The next Governance Committee meeting is March 26 at 4pm.

- Susan announced a change to the Board training date, which unfortunately did not work for several. The tentative new date is Thursday, April 16, from 6-8pm (dinner provided).
- There are two strong candidates for the next Board slate. Two more are needed as backup, preferably with board experience, and preferably with accounting or HR experience. Tom and Spiro each have someone in mind and will follow up with them.

Chair Report (see Attachments F and G)

Motion 090305.2 Upon a motion by Ron Boillat and duly seconded by Jerald Noble, the following was submitted for adoption: RESOLVED that the Board of Trustees approves the insertion of the by-laws as emailed on February 27th 2009 into the charter renewal application due July 1 2009.

Voting in the affirmative: Hanif Abdul-Wahid, Michael Abraham, Ron Boillat, Tom Felton, Jr., Susan Fox, Tamala Lynch-Bradford, Jerald Noble, Harvey Reiner, Spiro Ziogas

Voting in the negative: None

Motion 090305.2 passed 9 to 0

- Susan distributed two items to be reviewed and voted upon in the future – also for inclusion in the charter.
 - o Complaint process (see Attachment F) – the current and proposed policies were distributed and reviewed by Susan.
 - o Statement of Assurances (see Attachment G) – these were distributed and reviewed.

Safety Plan – John Bliss

- John asked for the Board to officially appoint the Safety Team, as required by SED – Susan asked him to review the Team’s duties – John said fire drills, evacuations, etc.

Motion 090305.3 Upon a motion by Hanif Abdul-Wahid and duly seconded by Jerald Noble, the following was submitted for adoption: RESOLVED that the Board of Trustees appoints Jon Schmidt, Dean of Students; Maureen Flanagan, School Nurse; Kyra Francis, Science Teacher; Dan Varenka, Art Teacher; Joanne Stuck, Support Teacher; Matt Mackey, Recreation Assistant; and Moses Robinson, Parent, to be members of the School Safety Team.

Voting in the affirmative: Hanif Abdul-Wahid, Michael Abraham, Ron Boillat, Tom Felton, Jr., Susan Fox, Tamala Lynch-Bradford, Jerald Noble, Harvey Reiner, Spiro Ziogas

Voting in the negative: None

Motion 090305.3 passed 9 to 0

Emergency Conditional Fingerprint Clearance – John Bliss

- Two names were submitted for emergency clearance. John reviewed the previously established policy, which requires that Carol and Christina regularly monitor each staff with conditional clearance, as well as other safeguards.
- There was a discussion about alternatives given the process for fingerprint clearance is taking too long. John will ask Carol to look into alternative solutions to expedite the process.

Motion 090305.4 Upon a motion by Jerald Noble and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees approves Emergency Conditional Clearance until March 25, 2009 for Teacher Aides Ann Marie Morgiewicz and Quiana Joseph.

Voting in the affirmative: Hanif Abdul-Wahid, Michael Abraham, Tom Felton, Jr., Susan Fox, Tamala Lynch-Bradford, Jerald Noble, Spiro Ziogas

Voting in the negative: Harvey Reiner

Abstaining: Ron Boillat

- Motion 090305.4 passed 7 to 1

Next Board Meeting

- Thursday, April 2, 2009 at 6:00 p.m.

Meeting adjourned at 7:39 p.m.