

**URBAN CHOICE CHARTER SCHOOL
BOARD OF TRUSTEES – MINUTES
THURSDAY, AUGUST 6, 2009**

Present: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore, Harvey Reiner, Gail Sklair, Carol Wynne, Spiro Ziogas

Absent: John Bliss, Ron Boillat

Media Notification: Erica Bryant of the Democrat and Chronicle was notified of the August 6, 2009 Board of Trustees meeting on July 24, 2009. Public notice was also posted in the school and published in the school newsletter.

The Board of Trustees meeting was called to order at 6:08 p.m. by Susan Fox.

The meeting began with introductions of all members in attendance.

Motion 090806.1 Upon a motion by Hanif Abdul-Wahid and duly seconded by Harvey Reiner, the following was submitted for adoption:
RESOLVED that the Board of Trustees approve the June 4, 2009 minutes.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore, Harvey Reiner, Gail Sklair, Spiro Ziogas

Voting in the negative: None

Motion 090806.1 passed 10 to 0

CEO Report – Carol Wynne (*Refer to Attachment A*)

- Summer school went very well and included 120 students. Pre and post reading assessments will be available in September. Portfolios were also kept for future examinations.
- 2000 page charter document was submitted on time.
 - Letters of support received from the Mayor, Chief of Police, Former Regent Members, Superintendent Brizard and others and were included with our strong application.
- Middle school addition is proceeding on time and on budget.

- Principal search is currently on hold until after the school year begins.
 - Analysis and discussions have taken place to determine a better approach for the search.
 - Balance of qualifications and experience vs. level of compensation.
 - Discussion followed related to consideration of a job title revision to Assistant Principal or Principal of Operations.
- Enrollment: 30 new students (not including kindergarten students).
- Schedule attached with student withdrawals for an assortment of reasons.
- NYS Annual Report and Title One Application were both due this summer.
- CEO/Principal commitment to more enrichment and special programs along with strengthening home communication.
- CEO Annual Goals were distributed.
 - Susan shared that the revised CEO goals are significant – requests that BOT members review, provide feedback and be prepared to reach an agreement at next month’s meeting.
- UCCS is scheduled to be one of the featured schools in the national publication, Charter Schools Today.
- The School Safety Plan was officially approved by SED on July 15 – BOT to receive in the fall.
- NYS ELA examinations have been moved from January to late spring – impacting Saturday School and other elements of instruction.
- Some advanced students will be taking Regents exams in science and math this school year - credits earned toward high school graduation.
- CEO to provide preliminary strategic plan for distribution in September as part of the annual report.
- Hired a Health Services Medical Director – to be in compliance related to our Health Manual.

Motion 090806.2

Upon a motion by Spiro Ziogas and duly seconded by Harvey Reiner, the following was submitted for adoption: RESOLVED that the Board of Trustees enter into Executive Session to discuss pending litigation.

Voting in the affirmative:

Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore, Harvey Reiner, Gail Sklair, Spiro Ziogas

Voting in the negative:

None

Motion 090806.2 passed 10 to 0

Motion 090806.3

Upon a motion by Mike Abraham and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore, Harvey Reiner, Gail Sklair, Spiro Ziogas

Voting in the negative: None

Motion 090806.3 passed 10 to 0

Chair Report – Susan Fox

Motion 090806.4 Upon a motion by Thomas Felton and duly seconded by Hanif Abdul-Wahid, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the nomination of Spiro Ziogas for a three-year term on the Board to begin July 1, 2009-June 30, 2012.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore, Harvey Reiner, Gail Sklair, Spiro Ziogas

Voting in the negative: None

Motion 090806.4 passed 10 to 0

- Susan distributed the BOT meeting schedule, a board roster, a school calendar and a list of committee memberships.
 - Most BOT members are assigned to two committees. All members were asked to solicit contacts that would be willing to serve on committees. Members of committees are not required to serve on the Board with the exception of members of the Governance Committee.
- The Personnel Committee is not a recognized committee to date. It is a recommended committee that could make the CEO evaluation a primary goal along with evaluation of the Employee Handbook and hearing grievances.

Motion 090806.5 Upon a motion by Ed Cavalier and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the formation of a Personnel Committee.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore, Harvey Reiner, Gail Sklair, Spiro Ziogas

Voting in the negative: None

Motion 090806.5 passed 10 to 0

- Thomas Felton offered to join the Personnel Committee.
- A discussion followed regarding the responsibilities of the Executive Committee which is comprised of the Chair, Vice Chair, Secretary and Treasurer.
- Susan shared her annual review of the CEO with all board members and welcomes feedback.

Governance Report – Thomas Felton

- Thomas shared a draft of the Governance Committee Work Plan.
 - Recruit New Board Members
 - Arrange Succession Plan for Officers
 - Review By-Laws
 - Board Training Retreat
 - Board Evaluation
- Planning is underway for the Board Retreat scheduled on Saturday, October 24.
 - A discussion followed to establish a budget not to exceed \$5,000.00 for the facility, board training facilitator and food/refreshments.
- It was requested that BOT members respond to Thomas within five days and provide input for selection of the three topics/objectives for the training focus.
- Development of Student Advisory Board to get students involved.
- Board self-evaluation draft was reviewed by Hanif.
- Minutes of last meeting were distributed.

Treasurer's Report – Spiro Ziogas

- Spiro shared 2008/2009 Year End Numbers (*Refer to Attachment B*).
- Net income from operations favorable \$150,347.
- Balance Sheet will be prepared in the future.
- An August 17 meeting with Bonadio has been scheduled to include Craig LeFeber, Carol Wynne and Spiro Ziogas regarding the audit which is scheduled to begin on September 8, 2009.
- Minutes from the meeting will be forthcoming.

Next Board Meeting

- Thursday, September 3, 2009 at 6:00 p.m.

Meeting adjourned at 8:06 p.m.