

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, SEPTEMBER 3, 2009**

**Present:** Hanif Abdul-Wahid, Mike Abraham, John Bliss, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore

**Absent:** Ron Boillat, Ed Cavalier, Harvey Reiner, Gail Sklair, Spiro Ziogas

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the September 3, 2009 Board of Trustees meeting on August 25, 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 6:17 p.m. by Susan Fox.

**Mission Minute – John Bliss**

Ann Weber (parent) shared the story of a neighbor as a reminder to the Board that securing a high school for UCCS is very important. This neighborhood family includes three school-aged teens that have endured many negative experiences in their lives within their family (murder, drug addiction, etc.). There are three school-aged teens and the 8<sup>th</sup> grader has applied to UCCS. The 17 year old is in 10<sup>th</sup> grade and is considering dropping out of his current school and unfortunately cannot be helped by UCCS. Ann would like to see UCCS continue with their current students through graduation.

**Governance Report – Thomas Felton**

- Thomas distributed the UCCS Board Self-Evaluation Yearly Checklist (*refer to Attachment A*).
- Governance Committee will provide this to Michael Cooney.
  - Michael Cooney is being considered as the facilitator for the Board Retreat on Saturday, October 24.
- The RIT Conference Center is available to provide accommodations for the Board Retreat.
- Governance Committee meetings will be held on the last Thursday of each month with the time to be determined.

**Chair Report – Susan Fox**

- Susan shared information regarding a program called Leadership Rochester. She applied earlier in the calendar year and has been accepted into the program for this year with an anticipated graduating class of 40. The program begins with a welcoming reception to be attended by Susan and John. Susan will attend an overnight retreat on September 24 and 25 followed by group meetings once per month to learn about key issues facing the City and Monroe County. Susan will report back to the Board as she progresses through the program.
- The Annual NYS Charter School Association Conference is set in NYC at the Marriott Marquis. Tamala Lynch-Bradford has offered to attend along with UCCS staff members.
- A site visit related to the charter renewal process has been scheduled by Susan Gibbons, State Education Department, on Wednesday, October 14.
- A group of Board members are also requested to attend an interview process in Albany on Thursday, November 5.
- The November 5 BOT meeting will be rescheduled.

### **CEO Report – John Bliss**

- Nurse had 3,800 visits to the office during the last school year.
- Preparations are in place for Swine Flu.
- A couple of staff members suffered a recent illness and an injury. Plans are being put in place to compensate for their absence and/or limitations.
- Special education students will account for approximately 20% of the student population this school year.
- Middle school students and parents are spending time with John and he is sharing UCCS' mission and expectations.
- Middle school renovation is completed – at least \$20K under budget.
- Staff Orientations were held recently:
  - A one-day presentation was held for nine new employees that focused on the school's mission and expectations.
  - The entire staff attended group meetings for four days. An intensive document was assembled for this training and key elements will be combined with others to form the school's operations manual which can be reviewed in the school office.
- The Title One Application was submitted. There is an additional \$104K in funding available once we receive the process. This would bring the total funding to almost \$350K.
  - John shared a summary sheet with details related to the Title Consolidated Application process.
- The school received \$13K for a kitchen renovation grant. This work should be completed in October.
- A package containing the following was distributed:
  - Chart defining the Elements of Student Support Services.
  - List of student withdrawals including reason for withdrawal.
  - List of new students enrolled and their past educational backgrounds.
  - An overview of assessments at UCCS planned for the 2009-10 school year.
- CEO suggested board activities/goals to prepare for growth.

- A decision regarding the next step in the search for a principal will be made in early November.
  - A discussion followed related to creating a succession plan internally.
- John concluded his report by sharing a comprehensive PowerPoint presentation which highlighted the Annual Report and the “Year in Review” which included recent developments and information.

**Motion 090903.1**                      Upon a motion by Hanif Abdul-Wahid and duly seconded by Tamala Lynch-Bradford, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the August 6, 2009 minutes.

Voting in the affirmative:      Hanif Abdul-Wahid, Mike Abraham, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore

Voting in the negative:          None

Motion 090903.1 passed 6 to 0

**Motion 090903.2**                      Upon a motion by Mike Abraham and duly seconded by Tamala Lynch-Bradford, the following was submitted for adoption: RESOLVED that the Board of Trustees accept the Board Self-Evaluation Yearly Checklist.

Voting in the affirmative:      Hanif Abdul-Wahid, Mike Abraham, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore

Voting in the negative:          None

Motion 090903.2 passed 6 to 0

- A discussion took place regarding a request submitted to the Finance Committee with rationale for revising the budget and spending \$50K of the surplus (*refer to Attachment C*).
  - \$30K for additional personnel (FT substitute teacher).
  - \$5K for the U of R Science Program.
  - \$5K additional for staff/teacher incentives.
  - \$10K for student events and activities.

**Motion 090903.3**                      Upon a motion by Hanif Abdul-Wahid and duly seconded by Thomas Felton, Jr., the following was submitted for adoption: RESOLVED that the Board of Trustees approve the revision of the

budget and add \$50,000 in for line items as described in Attachment C of the Minutes.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Susan Fox, Thomas Felton, Jr., Tamala Lynch-Bradford, Sidney Moore

Voting in the negative: None

Motion 090903.3 passed 6 to 0

### **Next Board Meeting**

- Thursday, October 1, 2009 at 6:00 p.m.

**Meeting adjourned at 8:07 p.m.**