

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, MAY 6, 2010**

**Present:** Hanif Abdul-Wahid, Mike Abraham, John Bliss, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

**Absent:** Thomas Felton, Jr., Spiro Ziogas

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the May 6, 2010 Board of Trustees meeting on April 27, 2010. Public notice was also posted in the school and published in the school newsletter.

The Board of Trustees Annual Meeting was called to order at 6:07 p.m. by Susan Fox.

- The proposed slate of officers has been identified by the Governance Committee:
  - Chair: Hanif Abdul-Wahid
  - Vice Chair: Sidney Moore
  - Secretary: Tamala Lynch-Bradford
  - Treasurer: Spiro Ziogas

**Motion 100506.1** Upon a motion by Ed Cavalier and duly seconded by Gail Sklair, the following was submitted for adoption: RESOLVED that the Board of Trustees accept the slate of officers for 2010-11 as follows: Chair, Hanif Abdul-Wahid; Vice Chair, Sidney Moore; Secretary, Tamala Lynch-Bradford; and Treasurer, Spiro Ziogas.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative: None

Motion 100506.1 passed 7 to 0

The Annual Meeting was adjourned at 6:16 p.m.

The Board of Trustees Meeting was called to order at 6:16 p.m. by Susan Fox.

**Motion 100506.2** 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 approve the April 1, 2010 minutes.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative: None

Motion 100506.2 passed 7 to 0

### **Mission Minute – John Bliss**

### **Personnel Committee – Mike Abraham**

- A new principal search process was put in place after meeting with SED in November.
  - Committee formed with a significant amount of time and effort invested.
    - ✓ Forty eight applications were received.
    - ✓ Fifteen candidates were interviewed.
    - ✓ Three finalists and two back-ups were identified.
  - Susan, John, Ed, and Carol were involved with the second round of interview sessions.
  - The BOT met to hear findings that two individuals were selected to be considered for offers.

**Motion 100506.3** Upon a motion by Hanif Abdul-Wahid and duly seconded by Mike Abraham, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the hiring of Moniek Silas-Lee as K-8 Principal.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative: None

Motion 100506.3 passed 7 to 0

**Treasurer’s Report – Carol Wynne for Spiro Ziogas**

Income Statement and Balance Sheet as of March 31, 2010:

	YTD Actual	YTD Budget	YTD Variance
Net Income	\$ 780,217	\$ 321,383	\$ 458,834
Total Capital	3/31/10 \$2,213,950	2/28/10 \$1,852,788	1/31/10 \$2,337,992

- No unusual transactions or issues financially this past month.
- The following line items were discussed and are addressed in the new budget:
  - YTD Per Pupil: This line is short of budget due to a slight decline in enrollment.
  - Employee Benefits: This is over budget due to the number of new hires this year.
  - Staff Development: Under budget due to the lack of offsite conferences, training, and professional development hours needed for teacher certifications.

Summary of Year End Forecast:

<u>Revenue</u>	
End of Year Budget	\$4,864,636
End of Year Forecast	4,848,267
End of Year Variance	(16,369)
<u>Expenses</u>	
End of Year Budget	\$4,874,596
End of Year Forecast	4,826,891
End of Year Variance	(47,705)
<u>Net Income</u>	
End of Year Budget	\$ (9,960)
<b>End of Year Forecast</b>	<b>21,376</b>
End of Year Variance	31,336

- Continue to look financially sound and should end the year with a small surplus.
- Annual budget review followed; budget had been distributed at the last meeting.

**Motion 100506.4**

Upon a motion by Hanif Abdul-Wahid and duly seconded by Mike Abraham, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the 2010-11 Budget.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative: None

Motion 100506.4 passed 7 to 0

### **CEO Report – John Bliss**

**Motion 100506.5** Upon a motion by Sidney Moore and duly seconded by Tamala Lynch-Bradford, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the Automated External Defibrillator (AED) policy.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative: None

Motion 100506.5 passed 7 to 0

**Motion 100506.6** Upon a motion by Ed Cavalier and duly seconded by Gail Sklair, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the 2010-11 Administration Calendar.

Voting in the affirmative: Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative: None

Motion 100506.6 passed 7 to 0

- SED visited Thursday, April 29 and the meeting was positive. There was an inquiry made about our plans for pursuing a high school. An exploratory committee will be created to include Brett Costello and Joe Burkhart.
- JCC relationship – met with Leslie Berkowitz, a leader of their programs. The JCC is open to working with us to plan overnights on Seneca Lake, drama classes, visits to Marcus Park, etc.
- Nazareth College – increasing our relationship to include staff/professional development.
- Social Justice Grant – met with the committee along with Steve Jacobstein, Esq. If received, this grant will allow our middle school students to work the summer program. Decision expected at the end of May.

- East High School – mentor working with high need students. The mentors are articulate, well-behaved, and primarily minority college students. We are exploring other options.
- Eighth grade students will be visiting Washington, DC.
- Eighth grade graduation is currently scheduled to be held here at UCCS on Wednesday, June 30. Due to space limitations, the current plan is to provide each student with the ability to invite two.
- NYS Assessments – early reports are positive regarding ELA.
- NYS annual report card – positive review of UCCS.
- Harley School – would like to increase relationship. Harley has set aside three pieces of land for organic gardening with a tentative plan to work with our students and provide transportation.
- UCCS will have a featured article in the JCC newsletter this month – photographs and three-page article to be issued next week.
- RTS bus update – adjustments have been made which have resulted in the elimination of most problems.
- Parent Satisfaction surveys look great.
- A discussion took place regarding suspensions and the fact that there are too many in spite of the consistency year to year.
- 2010 Employee Handbook was discussed. The proposed changes are currently being reviewed by our attorney. Upon completion, the Board will receive a draft for review prior to approval at the next BOT meeting.

### **Chair Report**

- Susan shared a collective concern for Molly Boehlert, a volunteer at UCCS, who is very ill. A card will be sent on behalf of the Board.
- Ron Boillat has resigned from the BOT.

**Motion 100506.7**                      Upon a motion by Mike Abraham and duly seconded by Gail Sklair, the following was submitted for adoption: RESOLVED that the Board of Trustees accept the resignation of Ron Boillat.

Voting in the affirmative:      Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative:            None

Motion 100506.7 passed 7 to 0

### **Open Forum – Questions from the Public**

- Susan confirmed that she will continue as a member of the BOT.
- Confirmed recruitment for the BOT continues.
- Renewal for teachers will be decided by May 31.

- Concern was communicated with regard to policies related to personnel and budget and transparency.
  - Carol reported that she is attending seminars through the Rochester Business Alliance, the public has access to the 990, and she is reviewing policies with our attorney.
- It was shared that parents would like to be involved and start a parent group. A parent reported that she received 62 interested responses from school parents.

**Motion 100506.8**                      Upon a motion by Mike Abraham and duly seconded by Gail Sklair, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session to discuss the CEO evaluation.

Voting in the affirmative:      Hanif Abdul-Wahid, Mike Abraham, Ed Cavalier, Susan Fox, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative:            None

Motion 100506.8 passed 7 to 0

**Motion 100506.9**                      Upon a motion by Hanif Abdul-Wahid and duly seconded by Tamala Bradford, 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, Tamala Lynch-Bradford, Sidney Moore, Gail Sklair

Voting in the negative:            None

Motion 100506.9 passed 7 to 0

**Next Board Meeting:**

Thursday, June 3, 2010 at 6:00 p.m.

**Meeting adjourned at 8:55 p.m.**