

**The Genesee Community Charter School
Board of Trustees
Education Governance Council
Meeting Minutes
December 12, 2018
Held at Triline Automation, 1000 University Ave**

Members Present: Michelle Burack, *Christopher Dolgos, Jennifer Elahi, Michele Hannagan, Nathan Hayes, Shannon Hillman, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick*

Members Absent: **Larry Coley**, Kevin Sutherland, Annemarie Wess
(Italics: EGC; Bold: BOT non-voting)

Legal Counsel Present: George DesMarteau

Invited Guests Present: Maureen Milke, Robin Blew

Meeting called to order by Michele Hannagan at 5:35

Teacher Presentation

Lisa O'Malley: review of school's curriculum. Focus on protocols the teachers use as scaffold for students to construct / create meaning rather than teachers delivering content. Board members engaged in a quiz-quiz-trade protocol, reviewing materials related to school curriculum (paragraphs describing the school, a chart of annual expeditions by grade, and a detailed expedition plan) and describing to a partner. They then created a word map with key phrases derived from the exercise, which were then organized and linked back to the central idea of the school's curriculum.

Minutes

Motion 181212.1_EGC

Upon motion of Mark Scheisser, and duly seconded by Michele Hannagan, RESOLVED, that the minutes of November 14, 2018 be approved.

Voting in the affirmative: Michelle Burack, Christopher Dolgos, Jennifer Elahi, Michele Hannagan, Nathan Hayes, Shannon Hillman, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick

Voting in the negative: None

Abstaining: None

Motion 181212.1_EGC passed 12 to 0

Motion 181212.1_BoT

Upon motion of Mark Scheisser, and duly seconded by Michele Hannagan, RESOLVED, that the minutes of November 14, 2018 be approved.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick,

Voting in the negative: None

Abstaining: None

Motion 181212.1_BoT passed 9 to 0

Financial review

Discussed updating the River Room benefits forecast budget, typically greater than actual expense due to part time positions not requiring benefits expense. Also discussed consolidating technology costs into a single section (devices, leases, website maintenance, etc). Reviewed source of funds for purchase of a new router for the school, covered in part by by technology funds allocated in the RCSD budget; the remaining balance is less than \$5000 (hence not requiring BOT vote).

Annual Board Calendar

A monthly calendar for annually recurring content for board meetings was presented, organized in three content areas: Teacher Presentation Focus, Data (e.g. test scores, attendance, student, parent, and staff surveys, etc), and items requiring annual review and approval (e.g. protocols and contracts). Additional elements requested by board members were: 1) a teacher update specifically addressing science and 2) an annual scheduled update from personnel committee re: progress on diversifying teacher workforce.

Board retreat

Structured to mirror the staff retreat held in August. (Detailed in separate handout). Emphasis on re-grounding in the School Mission, giving board members deeper understanding of the school's origin story, curriculum, and relationship to the BOT bylaws and committee work. Board members suggested explicit inclusion of content in the retreat agenda addressing equity and diversity. The board discussed ideas for how to incorporate the topic into the existing agenda, as well as a proposal for a follow-up up dedicated mini-retreat (held on a weekend to accommodate schedules of board members unable to attend the work day retreat).

School leader update

Graphs of various NYS achievement test scores were reviewed, with GCCS results compared to other districts, Monroe county, NY state as a whole, and a comparator charter school (True North). GCCS outperformed the Monroe County average in both math and ELA. Results were also reviewed by grade level, and by demographic categories including financial (free/reduced lunch), white/non-white, disability, and English-language learners. The disparities in proficiency for white vs non-white and FRL vs non-FRL were highlighted. The school leader briefly discussed the process of reviewing testing results with teaching staff, and their perceptions of barriers to learning; she also indicated that comparing growth data with cross-sectional (single year) data showed some differences, with growth scores being greater for non-white than white. More in-depth discussion of teacher comments about barriers to learning was requested, and was placed on a list of candidate topics for the proposed mini-retreat focused on equity and diversity. A teacher representative described some of the ways that targeted interventions are provided, and the trade-offs involved (e.g. small-group focused work on ELA skills while the rest of the class has Drop Everything And Read aka DEAR time). The school leader also explained engagement with parents for at-risk students, with detailed intervention plans, phone and/or email contact every 6 weeks, recommendations for activity at home, etc.

Committee updates

Advocacy committee: (Current members: Mark Schiesser, chair; Bill Gargan, Sarah Clark, Shannon Hillman. Shannon is working on a narrative about GCCS to use in dialog with the public and elected officials, highlighting our accomplishments. (We are a small school creating a big ripple.) EL has marketing resources we can tap as well. Michelle Burack expressed interest in joining this committee.

Nominating Committee: Current membership: Annemarie Wess, chair; Jessica Nordquist, Jack Peltz, Shannon Hillman. Jessica provided a brief update in Annemarie's absence. The committee is re-

vamping the onboarding & orientation process. They have been having preliminary meetings with candidate individuals. Planning a board recruitment day at school in January. A revision to the bylaws to ensure timely approval by state ed to become voting member was discussed, and ultimately deemed not warranted.

Conflict of Interest Policy

Motion 181212.2_EGC

Upon motion of Michelle Burack, and duly seconded by Molly Snell-Larch, RESOLVED, that the proposed Code of Ethics be adopted.

Voting in the affirmative: Michelle Burack, Christopher Dolgos, Jennifer Elahi, Michele Hannagan, Nathan Hayes, Shannon Hillman, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick

Voting in the negative: None

Abstaining: None

Motion 181212.2_EGC passed 12 to 0

Motion 181212.2_BoT

Upon motion of Michelle Burack, and duly seconded by Molly Snell-Larch, RESOLVED, that the proposed Code of Ethics be adopted.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick

Voting in the negative: None

Abstaining: None

Motion 181212.2_BoT passed 9 to 0

Future Agenda Items/Public Comment

Proposal to invite new CEO of RMSC, Hillary Olson (previously at Milwaukee Science Center) to future board meeting.

Plan to switch order of data review February & March (iReady Assessment Data in Feb, Parent School Climate Survey data in March). Enrollment data to be presented at January meeting.

Proposal for mini-retreat devoted to equity and diversity topics—board secretary to keep a running list of suggested content as topics arise during board discussions.

Adjournment

Motion 181212.3_EGC

Upon motion of Michele Hannagan, and duly seconded by Mark Scheisser, RESOLVED, that the December 12, 2018 meeting be adjourned.

Voting in the affirmative: Michelle Burack, Christopher Dolgos, Jennifer Elahi, Michele Hannagan, Nathan Hayes, Shannon Hillman, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick,

Voting in the negative: None

Abstaining: None

Motion 181212.3_EGC passed 12 to 0

Motion 181212.3_BoT

Upon motion of Michele Hannagan, and duly seconded by Mark Scheisser, RESOLVED, that the December 12, 2018 meeting be adjourned.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Mark Schiesser, Molly Snell-Larch, Sherita Traywick,

Voting in the negative: None

Abstaining: None

Motion 181212.3_BoT passed 9 to 0

Addendum: Summary of minutes to be shared with GCCS families

We reviewed an annual schedule of recurring activities for future board meetings, and discussed the agenda for our upcoming retreat. We are making sure an advocacy committee has the necessary tools and resources to highlight the school's accomplishments with public officials as charter school legislation and funding pose periodic uncertainty about our future. We reviewed NY state proficiency test results, and discussed how the school works to support and engage all learners. An updated Code of Ethics, revised to include language that ensures compliance with regulatory policies, was adopted.

Respectfully Submitted,
Michelle Burack
Secretary of GCCS Board of Trustees
GCCS Board Minutes/ December 12, 2018