The Genesee Community Charter School at RMSC

Board of Trustees & Education Governance Council Meeting

**RIVER CAMPUS: FINAL Meeting Minutes**

**November 20, 2024 | 5:30pm**

Cunningham House Studio, 657 East Avenue, Rochester, NY 14607

**GCCS at RMSC Board Members:**  Adam Koneman, Colin Orr, Allison Shultes, Kendra Cadogan, Maria Oliver

**Board Members Present:** Adam Koneman, Colin Orr, Allison Shultes

**Board Members Absent:** Kendra Cadogan, Maria Oliver

**Board Vacancies: RMSC Representative (2), Community Representative (2), Parent Representative (1)**

**Educational Governance Council Members: Kemouy Bhalai, Allison Carlson, Elizabeth Mascitti - Miller**

**Present*:* Kemouy Bhalai\*, Elizabeth Mascitti - Miller**

**Absent:** **Allison Carlson**

**Invited Guests:**

* *General Counsel:* **Kirsten Barclay**
* *GCCS Operations Coordinator:* **Maureen Milke**
* *GCCS Accounting & Payroll Specialist:* **Robin Blew**
* **Eron Damercy\***
* **Ben Clarke** (Absent)
* **Betsy Serapilio**
* **Lindsay Tarnoff**
* **Teresa Zappia-Sinicropi**

**Legal Counsel Present:**

**Legal Counsel Absent:** Kirsten Barclay

NOTE: \* indicates that person participated remotely via ZOOM; names in **BOLD** are not eligible to vote

**REGULAR AGENDA ITEMS**

**1. Welcome, Welcome Guests, Call to Order, Roll Call (Greeting), Review Meeting Logistics, Agenda Review and Approval**

* Welcome & Welcome Guests
* Call to Order: Colin Orr called the meeting to order at 5:35 pm.
* Roll Call & Greeting - A quorum is present.
* Review Meeting Logistics
* Agenda Review & Approval:

**Motion 20241120.01**

Upon motion of Colin Orr, and duly seconded by Adam Koneman, RESOLVED, that the November 20, 2024 Agenda for the GCCS at RMSC meeting of the Board of Trustees be approved.

**Voting in the affirmative:** Adam Koneman, Colin Orr, Allison Shultes

**Voting in the negative:** none

**Abstaining:** none

**Motion 20241120.1 Passed:** 3 to 0

**2. Review & Approve Minutes**

TThe Board reviewed and approved the minutes from the meetings in the last month.

**Motion 20241120.2**

Upon motion of Colin Orr, and duly seconded by Adam Koneman RESOLVED, that the Meeting Minutes from the October 30, 2024 GCCS at RMSC Board of Trustees Meeting be approved.

**Voting in the affirmative**: Adam Koneman, Colin Orr, Alison Shultes

**Voting in the negative:** none

**Abstaining:** none

**Motion 20241120.2 Passed:** 3 to 0

**OPEN FORUM**

**3. Future Agenda Topics/and or Public Comment**

Colin opened the meeting up to public comment at 5:39pm. No public comments were made.

**4. Executive Director Update:**  **Enrollment Policy Update; Facilities Task Force Update; Merger Update**

Beth shared updates on the following topics:

* *Data Updates:* 
  + *Enrollment:* steady at a minimum of 209; 2 new students coming in this week.
  + *Attendance & Absenteeism:* Numbers through the end of November will be updated at our December board meeting due to shorter times between our last two meetings.
  + *Suspensions:* no out of school suspensions since the last time we met last time.
* *Campus Facilities Updates:*
  + Beth will be meeting with RMSC leadership at the end of December, playground repair is still in the works, other minor repairs (ballasts, arch, lights) in the building; pivoted on community circle on Wednesdays bc museum will be serving school lunches in that space due to renovations in the museum (RMSC has told them that they will provide us with 3 weeks notice
* *Review of Upcoming School Events:* The Board reviewed a calendar of events relevant to school events and invited Board members to attend. It was shared that Exhibition nights have been happening (including tonight) at both schools and have been going well. School Leaders reminded the Board that January 29 is Lunar New Year Day so the school is working to reschedule Student Led Conferences and will be communicating with families, transportation, etc. (This was already scheduled as a day off but will reschedule the SELs).

*Enrollment Policy Update:* This will be voted on at the next meeting after Beth is able to meet with Legal Counsel to review.

*Facilities Task Force Update:* The Facilities Committee will be reconvening to ensure thorough discussion and review can be had around ongoing conversations about the facilities at both schools.

*Merger Update:* Beth shared that we are on track with the paperwork for the merger applications with the letter of intent due on November 29th and the final application due December 15th.

**5. Committee Updates: Committee Updates**  *- Colin Orr*

1. **Finance Committee -** October 2024 Financial Review

October 2024 Financial Review: - *Beth Mascitti-Miller*

Beth gave a report from the Finance Committee on the financials from October and reported that we are on track with the budget for the month and are coming in lower than projected. The Finance Committee is working to get the debt at River under control and reduced as far as possible by the end of the fiscal year.

1. **Governance**: The Governance Committee will be getting a meeting scheduled in the next month to discuss the status of paperwork for pending board members and Board vacancies.
2. **Personnel:** Updates - *Colin Orr*

The Personnel Committee had a meeting last week. During that meeting Beth shared with the group the current organizational structure of the schools for review by committee members. The Committee shared that of over 40 applicants (via Linked In & the GCCS Website) for the Executive there are 8 strong candidates. The committee is working with Deb to establish the interview process and site visits for the top 2-3 finalists. The group is also doing a deep dive into the hiring data across GCCS to help guide the development of a report that examines years of service, backgrounds, etc. which will be a tool for the new ED.

1. **Education:** Updates- *Adam Koneman*

The committee held their second meeting and now are in the flow of what a normal meeting structure looks like and explored staffing across both schools after getting some feedback from staff on recent staffing changes (i.e. reduction in TA position) and getting more info on where additional support is needed. They spent time to plan out the next few meeting topics: December - Focus on Expeditions, MTSS data updates and January - Focus on staffing (impact on budget, key unfilled roles, how split TA is working out, etc.) and discussing who from the committee vs. school leaders should be sharing out.

1. **Community Development & Engagement**: Updates - *Teresa Zappia-Sinicropi*

Both campuses are signed up for Roc the Day on December 3rd and will be creating Facebook banners, Instagram and printed flyers for distribution by the Family Association; working with Maureen to pull lists of alumni contacts, with the idea of generating an annual fundraising dinner. The CEC met with Causewave Community Partners to pick their brain on enrollment, branding, and initiatives to help focus our efforts.

1. **Diversity & Racial Equity**: No report.

**OUTSTANDING BUSINESS**

**7. None.**

**NEW BUSINESS**

**8.2024-2025 Board Goals**

The Board reviewed the goals we’ve set for ourselves so we can continue to move through the year on track and hold ourselves accountable moving forward. The goals were presented in September and are aligned with Benchmarks to ensure we’re all on track–committees will be reviewing these at their meetings next month.

**EXECUTIVE SESSION**

**9. Executive Session was called to discuss Legal Advice.**

**Motion 20241120.3**

Upon Motion Colin Orr, and duly seconded by Adam Koneman, RESOLVED that this meeting of the GCCS at RMSC Board ofTrustees enter into Executive Session at 6:28pm to discuss a legal matter.

**Voting in the affirmative:** Allison Shultes, Colin Orr, Adam Koneman

**Voting in the negative:** None

**Abstaining:** None

**Motion 20241120.3 Passed:** 3 to 0

**Motion 20241120.4**

Upon Motion Colin Orr, and duly seconded by Adam Koneman, RESOLVED that this meeting of the GCCS at RMSC Board ofTrustees exit Executive Session at 7:03 pm to discuss a legal matter.

**Voting in the affirmative:** Allison Shultes, Colin Orr, Adam Koneman

**Voting in the negative:** None

**Abstaining:** None

**Motion 20241120.4 Passed:** 3 to 0

**MEETING WRAP-UP**

**10. Review Actions & Agreements, Confirm Meeting Dates**

**Action Items/Reminders:**

* Next Meeting Date: Wednesday, December 18, 2024 | 5:30 - 7:30pm

**Adjournment:**

**Motion 20241120.5**

Upon Motion of Colin Orr, and duly seconded by Adam Koneman, RESOLVED, that this meeting of the GCCS at RMSC Board ofTrustees be adjourned at 7:06 pm.

**Voting in the affirmative:** Adam Koneman, Colin Orr, Alison Shultes

**Voting in the negative:** None

**Abstaining:** None

**Motion 20241120.5 Passed: 3** to 0

Respectfully Submitted,

Allison Shultes

Secretary of GCCS at RMSC Board of Trustees