

The Genesee Community Charter School
Board of Trustees & Education Governance Council Meeting

FLOUR CITY CAMPUS: FINAL Meeting Minutes

November 20, 2024 | 5:30pm

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

GCCS at Flour City Board Members: Kendra Cadogan, Maria Oliver, Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Board Members Present: Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Board Members Absent: Kendra Cadogan, Maria Oliver

Board Vacancies: RMSC Representative (1)

Educational Governance Council Members: Beth Mascitti-Miller, Christine Farrell

Present: Beth Mascitti-Miller

Absent: Christine Farrell

Invited Guests:

- *GCSS Director of Operations:* **Maureen Milke**
- *General Counsel:* **Kirsten Barclay**
- **Eron Dameroy***
- **Ben Clarke** (Absent)
- **Betsy Serapilio**
- **Kirsten Shinrock-Blankley**

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 5:35pm.
- Roll Call & Greeting - A quorum is present.
- Review Meeting Logistics
- Agenda Review & Approval:

Motion 20241120.1

Upon motion of Colin Orr, and duly seconded by Allison Shultes, RESOLVED, that the November 20, 2024 Agenda for the GCCS Flour City meeting of the Board of Trustees be approved.

Voting in the affirmative: Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Voting in the negative: none

Abstaining: none

Motion 20241120.1 Passed: 5 to 0

2. Review & Approve Minutes

The 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 Teresea Zappia-Sinicropi , RESOLVED, that the Meeting Minutes from the October 30, 2024 GCCS Flour City Board of Trustees Meeting be approved.

Voting in the affirmative: Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Voting in the negative: none

Abstaining: none

Motion 20241120.2 Passed: 5 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 Updates: Enrollment Policy Update; Facilities Task Force Update; Merger Update

Beth shared updates on the following topics:

- Data Updates:
 - *Enrollment:* Enrollment is steady at 160; will help ensure enrollment is at a good place for next year too!
 - *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 at either school since the last meeting.
- Campus Facilities Updates:
 - No updates were shared.
- 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.

6. Committee Updates - Colin Orr

a. 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.

b. 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.

- c. **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.
- d. **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.
- e. **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.
- f. **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 Teresea Zappia-Sinicropi, RESOLVED that this meeting of the GCCS Flour City Board of Trustees enter into exit session at 6:28pm to discuss a legal matter.

Voting in the affirmative: Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Voting in the negative: None

Abstaining: None

Motion 20241120.3 Passed: 5 to 0

Motion 20241120.4

Upon Motion Colin Orr, and duly seconded by Lindsay Tarnoff, RESOLVED that this meeting of the GCCS Flour City Board of Trustees exit Executive Session at 7:03 pm to discuss a legal matter.

Voting in the affirmative: Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Voting in the negative: Non

Abstaining: None

Motion 20241120.4 Passed: 5 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 Colin Orr of and duly seconded by Adam Koneman, RESOLVED that this meeting of the GCCS Flour City Board of Trustees be adjourned at 7:06 pm.

Voting in the affirmative: Allison Shultes, Colin Orr, Adam Koneman, Lindsay Tarnoff, Teresa Zappia-Sinicropi

Voting in the negative: None

Abstaining: None

Motion 20241120.5 Passed: 5 to 0

Respectfully Submitted,

Allison Shultes
Secretary of GCCS at Flour City Board of Trustees