

The Genesee Community Charter School - Flour City Campus
Board of Trustees & Education Governance Council

FLOUR CITY CAMPUS: FINAL Meeting Minutes

March 23, 2023 | 5:30 pm

1100 South Goodman Street, Strong Hall, Room 211 ("The Grist Mill")

Board Members Present: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Board Members Absent: Annemarie Wess, Kevin Sutherland , RMSC VACANT SEAT, Community Rep VACANT SEAT

Educational Governance Council Members Present: Christine Farrell

Educational Governance Council Absent: Shannon Hillman, VACANT STAFF SEAT

Potential Board Members Present (NYSED Charter School Office Approval in Process):

Guests: Robin Blew*,

Legal Counsel Present: None

Legal Counsel Absent: Kirsten Barclay

NOTE: Potential Board Members, Guests, and Education Governance Council members are **Non-Voting**.

A * indicates participating via Zoom.

This meeting was recorded and is available for public viewing.

Regular Agenda Items

1&2. Welcome, Call to Order, Greeting, Agenda Overview:

Michele Hannagan called the meeting to order at 5:36 pm. A quorum was present at the beginning of the meeting.

3. Review & Approve Minutes:

The minutes from the February 9, 2023 meeting were reviewed.

Motion 20230323.1

Upon motion of Michele Hannagan, and duly seconded by Jessica Winterhalt Wanner, RESOLVED, that the February 9, 2023 minutes be approved.

Voting in the affirmative: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Voting in the negative: None

Abstaining: None

Motion 20230323.1 passed: 4 to 0

4. Finance:

- A. Reviewed the FC-YTD Financial Report for the months July through January, 2023
 - a. Enrollment is still below full capacity and it is unlikely that we will be able to reach full enrollment.
 - b. Food Services - we have received all the money due.
 - c. CSP we have received 20% and more is on the way.
 - d. All other lines are in line with expectations
- B. Retirement Funds - we have our NYSTR number and teachers are all set. We don't have the state number for the support staff (Michelle) but it should be in place very soon

5. Leadership Update - Christine Farrell

- A. Recruitment - We now have 166 applications for the 2023-24 school year. This is not a large pool. We need to come up with a strategy for attracting families. One issue is that we don't have a budget for advertising. The Parent Association is actively recruiting and has asked to have a booth on Goodman St. (at the foot of the driveway to the school) during the Lilac Festival.
- B. Attendance -
 - a. We currently have 82 students, and a new student will start after the Spring Break bringing the total to 83.
 - b. Attendance is at 90% - some of this is the illness from post-pandemic susceptibilities that all schools have.
 - c. Tardiness by students is being addressed. Some have semi-legitimate reasons, others not so much.
- C. Expeditions - Christine shared the book that was created by the First Grade for their Exhibition Night. (Note: Attendance at the Exhibition Night is OK - but needs work. Asking teachers to stay at night for school functions. Teachers are asked to be here 9 nights per year.)
- D. Discipline (Note: not all incidents are being reported, so the following numbers only reflect the discipline forms that are being filled out and completed).
 - a. 81 incident reports involving only 15 students. 38% reported as minor incidents, 55% were reported as Major Incidents. 7% were not noted as Major or Minor.
 - i. Most common Minor infraction: Not keeping hands to themselves
 - ii. Most common Major infraction: Intentional physical harm
 - b. Christine shared the letter that was sent to families about our rules. Many student report that their parents have told them it is OK to hit other kids.
 - c. 1 Student was suspended for 1 day.
 - d. 1 Student received in-school suspension for 1 day (a tutor was hired to ensure that the student was actively and productively engaged in lessons during the day).
 - e. Discipline will be addressed during a coming staff development day.
 - f. Many students in grades K-2 have special needs but do not have IEPs yet. Christine stated that she is treating them as if they have an IEP which allows some modification of school rules and expectations to meet specific needs.

6. Committee Updates

- A. **Nominating** - no report
- B. **Personnel** - no report
- C. **Facilities** - no report
- D. **Safety** - The school currently has a DASA policy in place to address bullying and harassment. It has been pointed out by the Board's attorney that by law we also need a Title 9 policy to address sexual harassment and bullying specifically.

Motion 20230323.2

Upon Motion of Michele Hannagan and duly seconded by Jessica Winterhalt Wanner, RESOLVED, that the Title 9 Policy be approved as put forward by the Board's Attorney Kristen Barclay (see separate document) with Shannon Hillman as the designated Title 9 Coordinator.

Voting in the affirmative: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Voting in the negative: None

Abstaining: None

Motion 20230323.2 Passed: 4 to 0

Motion 20230323.3

Upon Motion of Jessica Winterhalt Wanner and duly seconded by Colin Orr, RESOLVED, that Shannon Hillman be designated as the DASA Coordinator.

Voting in the affirmative: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Voting in the negative: None

Abstaining: None

Motion 20230323.3 Passed: 4 to 0

Outstanding Business

7. Celebration Event Planning

- A. Robin shared how much was spent in past years:
2018: \$3882 for staff gifts and \$935 for catering
- B. We want to do a combined event to celebrate our first year. We are very aware of budget constraints. \$15,000 seems like a reasonable starting number.
 - a. How many? Spouses? 125 people?
 - b. When? June 2023? Weekday
 - c. Where?
 - d. Gift?

New Business

8. SUNY Visit - May 26, 2023, 8:00-9:00am will be a visit by SUNY. They would like as many Board members as possible to be present.

9. 2023-2024 Proposed Calendar - Discussion about:

- A. April 8, 2024, the solar eclipse day. It does not occur until about 3PM so should the school close early so students can participate in community activities?
 - B. June 19, 2024 is Juneteenth Day. It comes 1 day before the last day of school. Should the calendar be adjusted?
- The above dates will be discussed by the Leadership Team and adjustment brought to this Board if needed.

Motion 20230323.4

Upon motion of Michele Hannagan, and duly seconded by Jessica Winterhalt Wanner, RESOLVED, that the February 9, 2023 minutes be approved.

Voting in the affirmative: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Voting in the negative: None

Abstaining: None

Motion 20230323.4 passed: 4 to 0

10. Acceleration Policy. We have a policy for retentions, but not accelerations. Several families at the GCCS River Campus have asked to have their child accelerated. This policy will provide guidelines regarding what the criteria are, and who gets the final say.

Motion 20230323.5

Upon Motion of Michele Hannagan and duly seconded by Adam Koneman, RESOLVED, that the Acceleration Policy, as presented, be approved.

Voting in the affirmative: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Voting in the negative: None

Abstaining: None

Motion 20230323.5 Passed: 6 to 0

Open Forum

11. Future Agenda Topics and/or Public Comment - No comments.

Executive Session

No Executive Session

Meeting Wrap-up

Adjournment

Motion 20230323.6

Upon motion of Michele Hannagan, and duly seconded by Jessica Winterhalt Wanner, RESOLVED, that this meeting of the Board be adjourned.

Voting in the affirmative: Michele Hannagan, Jessica Winterhalt Wanner, Allison Shultes, Tasha Stevens

Voting in the negative: None

Abstaining: None

Motion 20230323.6 passed: 4 to 0

Respectfully Submitted,
Tracy Walker - Note taker
Tasha Stevens - Board Secretary

Next Meetings - all meetings are held from 5:30-6:30 pm in Room 211 of the GCCS-FC Campus at 1100 South Goodman St.

April 27, 2023

May 11, 2023

June 8, 2023 5:00-6:00 pm