

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

**FLOUR CITY CAMPUS: FINAL Meeting Minutes**

**May 18, 2023 | 5:30 pm**

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

---

**Board Members Present:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess\*

**Board Members Absent:** Kevin Sutherland, Jessica Winterhalt Wanner, RMSC VACANT SEAT,

**Educational Governance Council Members Present:** Christine Farrell, Shannon Hillman,

**Educational Governance Council Absent:** VACANT STAFF SEAT

**Guests:** Robin Blew, Bill Gargan

**Legal Counsel Present:** None

**Legal Counsel Absent:** Kirsten Barclay

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 5:30 pm. A quorum was present at the beginning of the meeting.

### **3. Review & Approve Minutes:**

The minutes from the April 27, 2023 meeting were reviewed.

#### **Motion 20230528.1**

Upon motion of Michele Hannagan, and duly seconded by Allison Shultes, RESOLVED, that the April 27, 2023 minutes be approved.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.1** passed: 4 to 0

### **4. Finance:**

- A. Reviewed the FC-YTD Financial Report for the months July 2022 through March 2023
  - a. Enrollment is still below full capacity (currently 83) and no new students will be enrolled.
  - b. All other lines are in line with expectations

- c. All indications show that we will probably end the year with about a \$200,000 deficit.
- d. We are at full enrollment for the 2023-23 school year so our finances should be better going forward.
- e. Shannon would like to pay off several hundred of the “bridge loan” but Shannon needs to check that this does not have any negative impact. Shannon will also ask that the “bridge Loan” be changed to a Line-of-credit going forward.

## 5. Leadership Update - Christine and Shannon

- A. EL - Implementation Review results. The goal for the year was a score of 47 ... The score we received was 74 (YAY!!). For year 1 we are doing really really well.
- B. 28 Kindergarteners. Only 2 don't meet grade expectations. 68% are testing above grade level. LOTS of progress! Parents have been very happy with the program and the progress their children have made.
- C. Culture Data - This was an assessment to examine how we are doing as an organization, especially in this time of change. 96% of staff completed the survey. For results please see report.
  - a. Summer professional development will be 3 weeks: the first week devoted to new staff and mentors, and the second 2 weeks will be for all staff.
- D. Budget for 2023-24 School year
  - a. We have more students next year (120 confirmed) which will make budgeting easier than this year when we budgeted for 90 but never reached that number.
  - b. Shannon reviewed the projected numbers and explained the reasoning behind each line.

### **Motion 20230528.2**

Upon motion of Michele Hannagan, and duly seconded by Allison Shultes, RESOLVED, that the budget for the 2023-24 school year be approved as presented.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.2** passed: 4 to 0

## 6. Committee Updates

### A. Governance

- a. The NYS Board of Regents denied the request for the River Campus to merge with the Flour City Campus, which means that we cannot merge Boards at this time.
- b. Kevin Sutherland will be stepping down from the board. His vacant community rep seat as well as officer role (Treasurer) will be filled by Maria Oliver, pending SUNY authorizer approval. That will come up at the June 8, 2023 board meeting.
- c. Bill Gargan is awaiting approval from his supervisor for a future board position.
- d. At the June meeting there will be the Election of Board Officers to serve from July 1, 2023 through June 30, 2024.
  - i. President
  - ii. Vice President
  - iii. Secretary
  - iv. Treasurer

**B. Personnel**

**a. New Hires**

- i. Brooke Hayes has been offered a position as a teacher in the K-1 Loop for next year.

**Motion 20230528.3**

Upon motion of Michele Hannagan, and duly seconded by Allison Shultes, RESOLVED, that Brooke Hayes be hired as a classroom teacher for the 2023-24 school year at a salary of \$51,000 per year plus benefits.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.3** passed: 4 to 0

- ii. Debbie Potter has been offered a position as a teacher in the 2-3 Loop for next year.

**Motion 20230528.4**

Upon motion of Michele Hannagan, and duly seconded by Annemarie Wess, RESOLVED, that Debbie Potter be hired as a classroom teacher for the 2023-24 school year at a salary of \$60,000 per year plus benefits.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.4** passed: 4 to 0

- iii. Dajaun Steele has been offered a position as a Teaching Assistant in the 2-3 Loop for next year.

**Motion 20230528.5**

Upon motion of Michele Hannagan, and duly seconded by Tasha Stevens, RESOLVED, that Dajaun Steele be hired as a teaching assistant for the 2023-24 school year at a salary of \$36,080 per year plus benefits.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.5** passed: 4 to 0

b.

**C. Facilities**

- a. Updates on the Restroom Renovation shared.

**D. Safety** - no report

## Outstanding Business

- A. Merger Update - see above

## New Business

**7. SUNY Visit** - Friday, 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.

### **8. iReady Contract Renewal -**

#### **Motion 20230528.6**

Upon motion of Allison Shultes, and duly seconded by Tasha Stevens, RESOLVED, that the iReady contract for the 2023-24 school year be approved for \$7,650.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.6** passed: 4 to 0

### **9. EL Education Contract Renewal**

#### **Motion 20230528.7**

Upon motion of Allison Shultes, and duly seconded by Annemarie Wess, RESOLVED, that the EL Education contract for the 2023-24 school year be approved for \$45,800.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.7** passed: 4 to 0

## Open Forum

### **11. Future Agenda Topics and/or Public Comment**

- Future Agenda Items
  
- No Public Comment

## Executive Session

No Executive Session

## Meeting Wrap-up

### **Adjournment**

#### **Motion 20230528.8**

Upon motion of Michele Hannagan, and duly seconded by Allison Shultes, RESOLVED, that this meeting of the Board be adjourned.

**Voting in the affirmative:** Michele Hannagan, Allison Shultes, Tasha Stevens, Annemarie Wess

**Voting in the negative:** None

**Abstaining:** None

**Motion 20230528.8 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.

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