

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

RIVER CAMPUS: FINAL Meeting Minutes

July 19, 2023 | 5:30pm

"The Grist Mill", 1100 S. Goodman Street, Strong Hall, Rochester, NY 14620

Board Members Present: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Colin Orr, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*

Board Member Arrivals/Departures During Meeting in Progress:

Board Members Absent: Charlie Johnson, Nolica Murray Fields, VACANCY: 1 RMSC Rep, 1 Community Rep., 1 Parent Rep.

Educational Governance Council Members Present: Allison Carlson, Shannon Hillman,

Educational Governance Council Absent: 1EGC Vacancy

Guests: Robin Blew (Accounting & Payroll), William Gargan

Potential Board Members (pending NYSED Approval): Kendra Cadogan*

Legal Counsel Present: Kirsten Barclay

Legal Counsel Absent:

NOTE: * indicates that person participated remotely via ZOOM.

REGULAR AGENDA ITEMS

1. Welcome, Welcome Guests, Review Meeting Logistics, Call to Order, Roll Call, Agenda Review & Approval:

- Welcome all
- Welcome Guests–Ashara Baker (Flour City Parent Representative)
- Review Meeting Logistics
- Michele Hannagan called the meeting to order at 5:40pm.
- Roll call - A quorum is present.
- Agenda Review & Approval:

Motion 20230719.1

Upon Motion of Michele Hannagan and duly seconded by Adam Koneman , RESOLVED, that the July 19, 2023 Meeting Agenda be approved.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Colin Orr, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*

Voting in the negative: None

Abstaining: None

Motion 20230719.1 Passed: 9 to 0

2. Greeting - The group welcomed each other.

3. Review & Approve Minutes

The June 7, 2023 meeting minutes were approved at the June meeting.

4. Financial Report - May Financial Updates for GCCS at RMSC - Robin Blew & Shannon Hillman

Robin reviewed the May 31, 2023 summary sheet and the balance sheet. It was noted that the Board designated funds for dissolution are still in there as required by the State. ESSER Updates

5. Executive Director Update: 2022-2023 End-of-Year Board Report and Data Dashboard Unveiling - Shannon Hillman

2022-2023 End-of Year Board Report & Data Dashboard Unveiling:

Shannon gave an update to the Board and reported on the 2022-2023 Year End report and information on the GCCS at RMSC over the past school year. Shannon presented the Board with a new Data Dashboard tool for the Board that includes all of the information and data collected over the last year and presented the Board on how it will be able to be used and updated throughout the school years moving forward. The dashboard includes information for the Board on key design elements, current charter renewal, current enrollment statistics and demographics, recruitment & retention efforts, attendance data and more.

6. Committee Updates

- a. **Discipline:** No report
- b. **Governance:** No report
- c. **Personnel: 2023-2024 New Hires; Staff Demographic Changes**

2023-2024 New Hire Approvals:

Kemouy presented the following candidates to the Board for consideration and approval:

Mark Sinicropi has been offered a full-time position as a music teacher for next school year at GCCS at RMSC and his acceptance is pending Board approval.

Motion 20230719.2

Upon motion of Michele Hannagan and duly seconded by Colin Orr, RESOLVED, to approve Mark Sinicropi for a full-time (1.0 FTE) music teacher position for the 2023-2024 school year at the annual 10-month salary of \$60,000.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Colin Orr, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*

Voting in the negative: None

Abstaining: None

Motion 20230719.2 passed: 9 to 0

Motion 20230719.3

Upon motion of Michel Hannagan and duly seconded by Colin Orr, RESOLVED, to approve the updated GCCS Executive Director job description as presented by the Personnel Committee.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Colin Orr, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*

Voting in the negative: None

Abstaining: None

Motion 20230719.3 passed: 9 to 0

Staff Demographic Changes: Shannon presented data on the staff demographic changes at both schools from 2018-2019 school year through the current school year (2023-2024). Flour City Campus had data from 2022-2023 and 2023-2024. The goal is for our staff to match the community of our students and families.

- d. **Safety:** District Safety Plans and Building Safety Plans Review & Approve

At 7:19pm Michele opened the floor for GCCS at RMSC for public comment on the building and district safety plans. These plans will be approved at next month's meeting.

- e. **Diversity & Racial Equity:** No report

- f. **Community Engagement:** No report

- g. **District Instructional Leadership Team:** Organization Workplan Update -*Shannon Hillman*

Shannon shared that they have been actively working on the organization work plan and will report on the work plan at next month's meeting.

OUTSTANDING BUSINESS:

7. Food Service Contract Approval

Motion 20230719.4

Upon motion of Danielle Lavell and duly seconded by Allison Shultes, RESOLVED, to approve the 10-month contract with Julia K Catering as presented for food services for the 2023-2024 school year at GCCS at RMSC.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*

Voting in the negative: None

Abstaining: Colin Orr

Motion 20230719.4 passed: 8 to 0

8. Chromebook Purchases Approval

Motion 20230719.5

Upon motion of Kevin Sutherland, and duly seconded by Adam Koneman, RESOLVED, to approve the purchase of 35 new Lenovo Chromebooks from Provantage at the total cost \$11, 276.00 (\$230.00 per Chromebook and \$88 for a 3 year warranty) for the GCCS at RMSC 2023-2024 school.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*

Voting in the negative: None

Abstaining: None

Motion 20230719.5 passed: 9 to 0

NEW BUSINESS:

9. Board Retreat Follow-Up - Michele Hannagan

For the Board Members that weren't able to attend, Michele gave a brief update on the reflections, discussion and goals for ourselves that were discussed at the Board Retreat that was held on Saturday, July 15, 2023.

EXECUTIVE SESSION

10. Executive Director Evaluation

Motion 20230719.6

Upon Motion of Michele Hannagan, and duly seconded by Adam Koneman, RESOLVED, to enter into Executive Session to discuss the Executive Director evaluation at 7:36pm.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*
Voting in the negative: None
Abstaining: None
Motion 20230719.6 Passed: 9 to 0

Motion 20230719.7

Upon Motion of Michele Hannagan, and duly seconded by Adam Koneman, RESOLVED, to exit Executive Session at 8:27pm.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Tasha Stevens*, Allison Shultes, Kevin Sutherland, Annemarie Wess*
Voting in the negative: None
Abstaining: None
Motion 20230719.7 Passed: 9 to 0

OPEN FORUM

11. Future Agenda Topics/and or Public Comment

Michele opened the meeting up to public comment at 8:32pm. No public comments were made.

MEETING WRAP-UP

12. Review Actions & Agreements

Adjournment:

Motion 20230719.8

Upon Motion of Michele Hannagan, and duly seconded by Colin Orr, RESOLVED, that this meeting of GCCS at RMSC be adjourned.

Voting in the affirmative: Michele Hannagan, Eboni Henderson*, Adam Koneman, Danielle Lavell*, Tasha Stevens*, Allison Shultes, Kevin Sutherland
Voting in the negative: None
Abstaining: None
Motion 20230719.8 Passed: 8 to 0

Respectfully Submitted,
Allison Shultes
Secretary of GCCS at RMSC Board of Trustees