

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

FLOUR CITY CAMPUS: FINAL Meeting Minutes

August 21, 2024 | 5:30pm

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

GCCS at Flour City Board Members: Kendra Cadogan, Maria Oliver, Allison Shultes Goodwin, Colin Orr, Adam Koneman

Board Members Present: Maria Oliver, Allison Shultes, Colin Orr, Adam Koneman

Board Members Absent: Kendra Cadogan

Board Vacancies: RMSC Representative (1)

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

Present: Beth Mascitti-Miller, Christine Farrell

Absent:

Guests:

- *Accounting & Payroll Specialist:* **Robin Blew**
- *GCSS Director of Operations:* **Maureen Milke**
- *General Counsel:* **Kirsten Barclay**
- *Contract CFO from DeJoy Consultants:* **Amy Brisson**
- **Eron Damercy**
- **Teresa Zappia-Sinicropi**
- **Kiersten Shinrock- Blankley**
- **Ben Clarke**
- **Betsy Serapilio**
- **Patrick Beausoleil & Jerry U - Highmark School Development**

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 5:33pm.
- Roll Call & Greeting - A quorum is present.
- Review Meeting Logistics
- Agenda Review & Approval:

Motion 20240821.1

Upon motion of Colin Orr, and duly seconded by Maria Oliver, RESOLVED, that the August 21, 2024 Agenda for the GCCS Flour City meeting of the Board of Trustees be approved.

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

Voting in the negative: none

Abstaining: none

Motion 20240821.1 Passed: to 0

2. Review & Approve Minutes

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

Motion 20240821.2

Upon motion of Colin Orr, and duly seconded by Allison Shultes, RESOLVED, that the Meeting Minutes from the July 24, 2024 GCCS Flour City Board of Trustees Meeting be approved.

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

Voting in the negative: none

Abstaining: none

Motion 20240821.2 Passed: 4 to 0

OPEN FORUM

3. Future Agenda Topics/and or Public Comment

Colin opened the meeting up to public comment at 5:35pm. No public comments were made.

4. Financial Report - July 2024 Financials

****Robin's report occurred after the Executive Director report.***

July Financial Updates for GCCS at Flour City Campus - Robin Blew

Robin shared that she and the Finance Committee are working on a new reporting structure for the financial reporting including a new Month to Date review and are getting caught up with the start of the new year. Robin reviewed the year to date report through July 31, 2024 summary sheet and the balance sheet. Robin reported that revenue reflects the enrollment at this point in the year and will fluctuate with enrollment changes.

5. Executive Director Update: 30-Day Plan Update, Facilities & Enrollment Updates, Teacher Training Updates, State Testing Data Report

Beth shared updates on the following topics:

- **State Testing Data:** New York State testing results were released earlier this week and both schools, despite different authorizers, have the same performance standards. Beth shared high level results for both River & Flour campuses. GCCS Flour City Campus was only measuring 3rd grade students, showed similar results to RMSC campus for that grade level but were below NY State averages.
- **30 - Day Plan:** Beth shared her 30-day/ 6-week plan with the Board and her progress on it thus far at the almost 3-week point.
- **Facilities & Enrollment:**
 - **Enrollment** - Enrollment is changing by the minute. The team is working to fill seats as best they can. Target enrollment for Flour City is 155 (max is 166). There are currently 152 enrolled students and 10 offers out.
 - **Facilities:** There is now a sign at the Flour City Campus; new classroom upstairs is in the works and is waiting on approval about fire doors.
- **Teacher Training:** GCCS teachers have begun their summer professional development. New teachers have had a 4 day orientation, followed by an 8-day professional development for all teachers.

6. Committee Updates Committee Homework Assignment Review, Proposed New Committee Assignments - Colin Orr

- a. **Discipline:** No report.
- b. **Governance:** No report.
- c. **Personnel: Focus Group Update; ED Search Update - Colin Orr**

Colin gave an update on the work the Committee has done in regards to the timeline for Executive Director search, the search for a Talent Consult to support the process and the formation of a search committee.

- d. **Safety:** No Report
- e. **Diversity & Racial Equity:** No report.
- f. **Community Development & Engagement:** No report.
- g. **District Instructional Leadership Team:** No report.

OUTSTANDING BUSINESS

7. None.

OTHER NEW BUSINESS

8. GCCS Conduct & Discipline Policy Approval

Motion 20240821.3

Upon motion of Colin Orr, and duly seconded by Maria Oliver, RESOLVED, that the GCCS Conduct & Discipline Policy for the 2024 - 2025 school year be approved as presented.

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

Voting in the negative: none

Abstaining: none

Motion 20240821.3 Passed: 4 to 0

EXECUTIVE SESSION

9. Executive Session was called at this meeting to discuss a personnel matter.

Motion 20240821.4

Upon Motion of Colin Orr, and duly seconded by Maria Oliver, RESOLVED, to enter into Executive Session at 6:53 pm to discuss a personnel matter.

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

Voting in the negative: none

Abstaining: none

Motion 20240821.4 Passed: 4 to 0

Motion 20240821.5

Upon Motion of Colin Orr, and duly seconded by Maria Oliver, RESOLVED, to exit Executive Session at 7:37 pm.

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

Voting in the negative: none

Abstaining: none

Motion 20240821.5 Passed: 4 to 0

MEETING WRAP-UP

10. Review Actions & Agreements, Confirm Meeting Dates

Action Items/Reminders

- Next Meeting Date: Wednesday, September 25, 2024, 5:30 - 7:30pm
- The Community Engagement Committee will add it to their homework to discuss Parent Volunteerism and how they can help support it across both schools

Adjournment:

Motion 20240821.6

Upon Motion of Colin Orr, and duly seconded by Adam Koneman, RESOLVED, that this meeting of the GCCS Flour City Board of Trustees be adjourned at 7:58 pm.

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

Voting in the negative: None

Abstaining: None

Motion 20240821.6 Passed: 4 to 0

Respectfully Submitted,

Allison Shultes

Secretary of GCCS at Flour City Board of Trustees