

**The Genesee Community Charter School
Board of Trustees
Education Governance Council
Meeting Minutes
May 8, 2019
Held at RMSC Cunningham House, 657 East Avenue**

Board Members Present: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, **Nolica Murray-Fields**, Jessica Nordquist, Jack Peltz, **Allison Shultes**, Kevin Sutherland, Annemarie Wess
(Bold: non-voting)

Board Members Absent: Mark Schiesser, Sherita Traywick, Molly Snell-Larch

Educational Guidance Council Members Present: Christopher Dolgos, Shannon Hillman
EGC members absent: Jennifer Elahi

Legal Counsel Present: George DesMarteau

Invited Guests Present: Maureen Milke, Robin Blew, Stacey Cicero, Lauren Jacobs

Meeting called to order by Michele Hannagan at 5:36PM

Announcements

Molly Snell-Larch has resigned her position from the board due to work travel requirements.

Teacher presentation

Stacey Cicero and Lauren Jacobs discussed service in EL education. Service is a design principle of EL, inspiring high quality final products. Third grade's current spring expedition was inspired by the class observing a bird in the parking lot, which ultimately led to a collaboration with Wild Wings at Mendon Pond Park. Final products include a supplies donation drive, an information brochure for new songbird aviary, building bluebird and kestrel nest boxes, and filming a PSA clarifying some misconceptions about helping birds.

Last fall's expedition focused on the Erie canal, simple machines, and Rochester's early growth. Responding to a request from staff of the Sam Patch boat, students generated an informational e-Book for the Sam Patch website.

Minutes

Motion 190508.1_BoT

Upon motion of Annemarie Wess, and duly seconded by Marcia Joy, RESOLVED, that the minutes of April 10, 2019 be approved.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.1_BoT passed 8 to 0

Financial review

No significant variances were identified.

Food service contract

School leader inquired further regarding possible reimbursement for snack, which unfortunately GCCS does not meet the requirements to receive (a minimum percent free/reduced lunch and wraparound or extended day). She also investigated logistics of snack from the food service vendors. Julia K and Foodlink both serve snack. Foodlink requires 2 hour margin from meal; our classrooms can't necessarily meet this guideline. Julia K's snacks are similar to what parents are already providing (i.e. not fresher/healthier).

Foodlink came for a second visit, bringing three different lunches, and a cross-section of kids from different grades and demographic backgrounds were provided an opportunity to taste the samples. Students then completed a survey, comparing current food service provider to Foodlink's offerings. Overall students preferred the current Julia K over the Foodlink samples. Another consideration was that Foodlink does not do hot breakfast at all, versus Julia K does 3 hot breakfasts per week. Bag lunches from Foodlink were also less compatible with GCCS field study structure.

Motion 190508.2_BoT

Upon motion of Michelle Burack, and duly seconded by Michele Hannagan, RESOLVED, that the food service contract with Julia K be approved.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.2_BoT passed 8 to 0

Budget

Teacher sabbaticals

Two proposals were received from teachers for sabbatical; this impacts the budget to pay long-term subs while teachers are away. Both teachers would present to the board after completion of their sabbaticals.

Maureen Lockner is proposing to do a sabbatical in the fall. For the winter expedition on native people, she wants to focus on corn, beans, and squash through the lens of art, using this exploration for planning that particular arts expedition. The sabbatical includes art collecting and making, to build a bank of resources for the expedition.

Becky Mason is requesting a sabbatical for next winter focused on boosting her math skills and cultivating new ways to engage students with math and reduce their math anxiety. She plans to take college math classes at MCC, and build a bank of strong problem-based tasks inspired by information gleaned from a visit to Two Rivers in Washington DC, aligning these tasks to the curriculum and improving student engagement.

Job-share for a TA (Budget-neutral)

One of the TA's is near retirement; she inquired about a job-share to extend her ability to work additional time. One advantage is that we can use the job-share to phase in the full-time replacement. The school leader is currently collecting applications and conducting interviews. "Handshake" is a college job-posting tool that Shannon has signed up for, and is now on 14 different college sites.

General budget: highlights of significant changes

1. No dissemination grant next year (exploring other options but not including as a given).
2. Budgeted enrollment at 215 rather than 211 (typically enrollment is full at 220) to incorporating this more realistic income
3. Revised benefits calculations to better align with real utilization (e.g. reducing budget where benefits are not being utilized)
4. Conservative estimates for Title I and II grants were included (specific numbers were not available)
5. Salary support for Jean Hurst from EL education
6. Increased social work to 0.75 FTE (she did not want to go full time but was willing to increase her hours)
7. Technology and computer budget reflects current usage (website maintenance, teacher laptop lease)

The board discussed likely need for increased funding for substitute teaching staff to account for needs during teacher sabbaticals.

Motion 190508.3_BoT

Upon motion of Marcia Joy, and duly seconded by Annemarie Wess, RESOLVED, that the Fiscal Year 2019-2020 Budget be approved as presented except for revision of substitute teaching staff (expense) and investment income (revenue) increased by \$15,000, for a total gross expenditure of \$3,270,268.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.3_BoT passed 8 to 0

Motion 190508.4_BoT

Upon motion of Michele Hannagan, and duly seconded by Nathan Hayes, RESOLVED, to approve Maureen Lockner's sabbatical proposal.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.4_BoT passed 8 to 0

Motion 190508.5_BoT

Upon motion of Michele Hannagan, and duly seconded by Nathan Hayes, RESOLVED, to approve Becki Mason's sabbatical proposal.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.5_BoT passed 8 to 0

School leader update

NYS math exams

Overall math went much more smoothly than ELA, timing and content felt much more in line with teacher expectations. The opt-out rate was comparable to opt-outs for ELA testing.

Zipcode analysis of enrollment data

The board reviewed data that were presented to Susan Gibbons last month. There was a slight bump in enrollment from targeted higher-poverty districts, but less than hoped for.

Safety audit

In response to safety audit, an Updated safety plan will be drafted for review at the August public board meeting, with a preceding 30 day public comment period. Allison Shultes volunteered to be the board representative on the school safety committee.

The school leader is taking steps to address deficiencies identified, including an appeal to the comptroller regarding requirements for “building” versus “district”.

Regent Norwood visit

The Regent’s visit to the school is scheduled for June 5th. Two panel discussions will be held in the River Room, with the underlying theme focused on why having a diverse student body matters. The first panel will consist of parents, staff, board members; the second panel will consist of alumni and current students.

Committee updates

Discipline committee (Jessica Nordquist): Revised parent handbook language was reviewed with the diversity committee.

Motion 190508.6_BoT

Upon motion of Jessica Nordquist, and duly seconded by Nathan Hayes, RESOLVED, that revised language for Caring Community section for Parent handbook be approved

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.6_BoT passed 8 to 0

Nominating committee (Annemarie Wess): With Molly Snell-Larch’s resignation, there are two vacant seats the committee is working to fill. The committee proposed for current officers be nominated to retain their respective positions; no additional candidates expressed interest. Final vote for officers is planned for the June meeting.

Personnel committee (Michele Hannagan): Staff handbook revisions are ongoing, currently being reviewed by an HR consulting firm. The committee plans to present results from School Leader first year evaluation at the October meeting.

Charter renewal

The charter renewal team has been assembling materials for the EL credentialing renewal, and is keeping track of pieces that also align with charter renewal requirements. The charter renewal application was just received, and will be reviewed in detail with the board at the special meeting scheduled next week (May 15).

Board member self-assessment

Time was provided for board members to complete the self-assessment online.

School calendar

The draft school calendar, developed with RCSD calendar as a reference, was reviewed. A question was raised about whether November 5th is a required holiday. Counsel will investigate and report back to the school leader. The board also discussed the earlier start relative to RCSD and impact of lack of transportation and early dismissal on working families. The possibility of RMSC programming in the afternoon on those days was raised.

Future Agenda Items/Public Comment

No additional items were raised.

Adjournment**Motion 190508.7_BoT**

Upon motion of Michele Hannagan, and duly seconded by Jack Peltz, RESOLVED, that the May 8, 2019 meeting be adjourned.

Voting in the affirmative: Michelle Burack, Michele Hannagan, Nathan Hayes, Marcia Joy, Jessica Nordquist, Jack Peltz, Kevin Sutherland, Annemarie Wess

Voting in the negative: None

Abstaining: None

Motion 190508.7_BoT passed 8 to 0

Respectfully Submitted,
Michelle Burack
Secretary of GCCS Board of Trustees
GCCS Board Minutes/ May 8, 2019