

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

**FLOUR CITY CAMPUS: FINAL Meeting Minutes**

**September 22 , 2022 | 7:30 am**

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

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**Board Members Present:** Michele Hannagan, Jessica Wanner, Annemarie Wess

**Board Members Absent:** Ryan O'Malley, Kevin Sutherland, RMSC VACANT SEAT

**Educational Governance Council Members Present:** Shannon Hillman

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

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

**Potential Board Members Absent (NYSED Charter School Office Approval in Process):** None

**Guests:** None

**Legal Counsel Present:** None

**Legal Counsel Absent:** George DesMarteau

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

**1. Welcome, Call to Order, Agenda Overview:**

Michele Hannagan called the meeting to order at 7:32am. A quorum was not present at the beginning of the meeting and therefore no voting took place.

**2. Review & Approve:** none

\*August 18, 2022 and Special Meeting Held on August 30, 2022 Meeting Minutes are not ready to be approved and will be on the agenda for approval at the October meeting.

**3. Finance Committee: Finances were not reviewed at this meeting.**

**4. Leadership Updates:**

Shannon welcomed the GCCS- Flour City Board to the new school and thanked them for their support in making the opening a success (even though there was a delayed start!). After a brief tour of the building, she shared a document in the folder entitled "From Lease to Opening: Timeline of Colgate Events" which outlines the sequence of events that took place to enlist in a delayed start for the beginning of the school year.

Overall families, staff, and students stayed in good spirits. Families appreciated the transparency during the last week before opening. They were concerned about why "remote learning" wasn't an option and the "optics" of one school being open vs. the other school still staying closed.

Christine and Shannon answered questions as they came and followed up with an email outlining "FAQs" for all families.

Renovations happened very quickly and BaceBuild has been productive, communicative, and overall a major asset to the ability to open!

#### **4. Other Committee Updates:**

##### **a. Nominating Committee**

RMSC Rep Update; Shannon shared that there is not a RMSC representative at this time appointed by the President of the RMSC. There was discussion to consider a non-voting Parent Rep of a Flour City parent; There was also discussion that a Secretary needs to be named, but has not been identified yet.

##### **b. Personnel Committee- None**

#### **5. NYSED Charter School Office Update**

Michele Hannagan reported a meeting was held with our Board Chair, Treasurer, Accounting and Payroll Specialist, Director of Operations, and School Leader with the Charter Office on September 7, 2022. The Charter School Office Team shared that they had “concerns” about the following items:

- Board membership
- Website
- Finances between entities

Our school has had a solid plan for the growth of the organization and identified this same plan for the Charter School Office from the original memo sent upon their request at the Midterm Site Visit. Additional details were added to this memo that both update previously provided information as well as provide additional details to ensure financial separation between entities.

#### **Outstanding Business**

##### **6. Potential Board Meeting dates:**

Other meeting times:

- NOT Tuesdays
- Thursdays 12:00 - 1:00, Wednesdays or Thursdays 5:30 - 6:30 - NOT the same week
- The board would email these ideas and come to agreement at the next meeting.

Meeting structure:

- 1 hour timeframe
- Teacher presentation for 10 minutes
- Consent agendas (prework - approve the consent agenda)

#### **New Business**

##### **7. Open Meeting Law Changes**

The law did change and therefore members need to meet in person to vote. At a future meeting, the board can pass a resolution to allow for members to join IF there is a specific unforeseen circumstance such as COVID isolation.

With this new change, the board discussed whether these meeting dates and times will still be feasible.

##### **8. Approve Updated Calendar**

Based on the timeline shared during “Leadership Updates”, Shannon Hillman is presenting the updated calendar for the 2022-23 school year. Additional make up days were needed moving into the last week of June. Several whole Professional Development days were replaced with student days to ensure that the school will receive 180 days.

The meeting calendar will be approved in the October meeting.

##### **9. Code of Ethics**

Board members reviewed the Code of Ethics and Conflict of Interest Policy and signed statements for the 2022-23 school year.

#### **10. Open Forum: Future Agenda Topics and/or Public Comment:**

Michele Hannagan opened up the meeting to public comment at 8:43am. No comments were made.

Future Agenda Topics: no items were discussed.

#### **11. Executive Session**

Executive Session was not called during this meeting.

#### ***Meeting Wrap-Up***

#### **12. Review Actions and Agreements**

##### Action Items:

- none.

Annemarie Wess left the meeting at 8:12 am

#### **Motion 092222.3**

Upon the motion of Michele Hannagan , and duly seconded by Jessica Wanner, RESOLVED, that the Board adjourn the meeting on September 22, 2022 at 8:39 am.

**Voting in the affirmative:** Michele Hannagan, Jessica Wanner

**Voting in the negative:** None

**Abstaining:** None

**Motion 092222.3 Passed:** 2 to 0

Respectfully Submitted,  
Shannon Hillman and Michele Hannagan  
GCCS- Flour City Campus Board of Trustees  
GCCS-Flour City Campus Board Minutes/September 22, 2022

(These minutes were approved at the October 27, 2022 meeting by Motion 20221027.2)