

DRAFT MINUTES

Global Community Charter School

Board Meeting Minutes

August 17, 2016

6:33 – 10:02 pm (scheduled 6:30-8:45pm)

Minutes of a regularly scheduled meeting of the Board of Trustees (BOT) for Global Community Charter School (GCCS) held on August 17th in the school building at 2350 Fifth Avenue

Call to order at 6:33pm

Roll call

In attendance: Kate McGovern (KM); Rob Moser (RM); Annie Flores (AF); Peter Kauffman (PK)

Via Skype: Mary Jilek (MJ); Tope Yusuf (TY)

Parent Rep: Absent

Staff: Phyllis Siwiec (PS); Bill Holmes (BH) (by Skype)

Public: Aditya Jeet (AJ); Carole Conway (CC); Camille Korschun (CK); Marissa Comart (MC); Kenita Lloyd (KL); Emma Hunt (EH)

Public comment: N/A

KM moved to approve the minutes for the June special meeting, July 20 meeting, and July 29 special meeting. RM seconded. All in favor. Motion carried.

School Operations & Finance

Chief Operating Officer Report (6:40) - BH

General COO Updates

BH provided updates on new high-speed internet; mural unveiling (which received favorable community recognition and press attention); and new HR platform. BH also explained that materials sent to auditor have been received favorably, auditor will try to do vast majority of review remotely due to strength of materials.

Food service management contract update

KM moved to approve food service management contract. RM seconded. All in favor. Motion carried. KM will sign where necessary.

Discuss / Vote on Admissions and Enrollment Policy

RM moved to approve Admissions and Enrollment Policy. KM seconded. All in favor. Motion carried.

Finance Committee Report (6:55) - RM

Finance Committee Agenda and Minutes

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RM provided updates from Finance Committee meetings, discussed Corrective Action Plan financial deficiencies. FC appreciative of work done by independent auditor, which was one of the Corrective Action Plan steps and helped prepare the school for its audit.

Strategy & Governance

Board Recruitment Update (7:10) – AF

General Updates

AF provides updates on recruitment. Strong pipeline with several interested candidates, one candidate moved out of state so withdrawing candidacy.

Vote on new board members

Vote and adopt resolution for Aditya Jeet joining the board. KM moved, RM seconded. All in favor. Motion carried.

On August 18, 2016, The Global Community Charter School Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Aditya Jeet as a final candidate to its Board of Trustees, with a term expiring on June 30, 2019, pending approval by SED. The resolution approving Aditya Jeet is formally adopted upon SED's approval.

Vote and adopt resolution for Ibrahim Yusuf joining the board. KM disclosed to BOT that Ibrahim is the brother of Temitope Yusuf, a current board member. KM moved, RM seconded. All in favor. Motion carried.

On August 18, 2016, The Global Community Charter School Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Ibrahim Yusuf as a final candidate to its Board of Trustees, with a term expiring on June 30, 2019, pending approval by SED. The resolution approving Ibrahim Yusuf is formally adopted upon SED's approval.

Strategy and Governance (7:15) – MJ

Discussion on strategic board goals for 2016-17

MJ introduced board goals. RM will update new goals as discussed. BOT members will reflect on which goals to take ownership of at a future meeting.

Discussion on notice of concern

KM led discussion on response to notice of concern.

RM moved to modify §III C.4 of the by-laws, to address issue identified in notice of concern regarding terms of office, to read as follows below. KM seconded. All in favor. Motion carried. RM notes that, per this revision, the by-laws provision regarding classes has been eliminated.

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§III C.4: “(a) The terms of office of newly elected Trustees shall be three (3) years unless otherwise shortened, at the time of election, to either i) stagger the terms of office of the Board Trustees or ii) to accommodate Parent Trustees.

b. A Trustee’s term of office shall not be extended or shortened beyond that for which the Trustee was elected by amendment of the school’s charter or the Bylaws or other Board action.”

RM moved to modify §V A of the by-laws to read as follows below. KM seconded. All in favor. Motion carried. This eliminated the “at the School Facility” language.

§V A: “*Place of Meetings*. Board Meetings shall be held at any reasonably convenient place as the Board may designate; *provided* that Board meetings shall be scheduled at least monthly.”

Discussion of parent communication re: middle school decision

BOT and PS discuss plan for how to message to staff and family members the decision not to apply for a charter extension of grades 6-8, and provide support to families that will now need to transition their students to a new school after grade 5. KL, who lives and works in the area, volunteered to support families during this process.

Academics

Education and Accountability Committee Report (7:45) – PK

General Updates

PK provided updates on EAC meeting, including reflections from academic leaders on what went well and constructive criticism of last year, which was incorporated into the Corrective Action Plan.

Corrective Action Plan

PK and MJ led discussion of the Corrective Action Plan. Edits made based on discussion. KM moved to approve submitting the CAP to the state. PK seconded. All in favor. Motion carried.

Head of School Report (8:15) - PS

PS updated BOT on staffing, professional development, school schedule, and test results.

Other Board Business

Discuss / Vote on Assessment Policy

PK moved to approve Assessment Policy, updated based on BOT comments from earlier meeting, for IB PYP application. KM seconded. All in favor. Motion carried.

Executive Session

BOT entered Executive Session at 9:30pm to discuss personnel issue.

Adjournment at 10:06pm

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All trustee meetings for the Global Community Charter school are open meetings subject to the NYS open meetings law. While we encourage public participation and provide a designated time for public comment, individuals are limited to two minutes total of public comment each, unless the Board asks for additional feedback. All trustees and members of the public must abide by Global Community Charter School norms around professionalism and civility in their comments, these norms can be found in our school handbook. Complaints against a specific employee or public comments that may reveal confidential information will, consistent with the open meetings law, be handled through our dispute resolution process or may be heard in executive session.