

Board Meeting Agenda
Global Community Charter School

May 29, 2019

6:45p.m. – 8:45p.m. (scheduled 6:30-8:30pm)

Minutes of a regularly scheduled meeting of the Board of Trustees (BOT) for Global Community Charter School (GCCS) held on May 29, 2019 in the school building at 2350 Fifth Avenue.

Call to Order

JZ called the meeting to order at 6:45 p.m.

Roll Call

In attendance: James Zika (JZ); Mary Jilek (MJ); Megan Eiss-Proctor (ME); Kate McGovern; Peter Kauffman (PK); Rob Moser (RM); Ibrahim Yusuf (IY); Tope Yusuf (TY)

Staff: Bill Holmes (BH); Kristan Norgrove (KN)

Public: None

Public Comment

None

ME moved to approve the April BOT Meeting minutes. RM seconded. All in favor. Motion passed.

Items for Vote

BH provided an overview of the proposed budget for SY19-20, noting any key changes compared to last year's budget. He explained though the budget is built on a projected enrollment of 409 students, we would expect to have more than that. He'll provide an update on enrollment and retention strategies at the summer meeting.

RM asked about why have included depreciation in the operating budget, given we haven't included it in the budget in the past. IY responded because it has no dollar-for-dollar impact, it won't cause an issue - but for our understanding of the reduction of use of assets, it could be useful. But it also could be taken out. Perhaps we should add it into this past year's budget as well so we can compare apples to apples.

RM asked about what we feel about administrative staff retention, given the small raises we have written into the budget. BH responded that he feels confident about it, and the administrative staff expectations have been set regarding how high their salaries will go given their JDs.

RM asked about the difference in the PD line. BH explained there's less need for a particular type of PD used last year. But there's still flexibility written into the PD line.

Motion on SY19-20 Budget & Org Chart

IY moved to approve the SY19-20 budget and org chart. RM seconded. All in favor. Motion passed.

SY19-20 Calendar

BH briefly presented the proposed SY19-20 calendar. TY noted a typographical errors to be corrected regarding a few dates. And adding Eid as a holiday at the bottom of the calendar. And checking to see if there are any other holidays that need to be added.

Motion on SY19-20 Calendar

JZ moved to approve the SY19-20 calendar pending the additions to the holiday list and typographical errors as noted above. RM seconded. All in favor. Motion passed.

Contractor Bids for Pre-K Build-Out

BH provided a high-level overview of the three bids that were submitted for the installation of a bathroom for the pre-k space and new art room space. He explained that the bids could be re-worked a bit to remove some portions of the proposal and bring the costs down. We get \$25,000 back from the city for costs associated with building out the space.

Proposals will be reworked, and the BOT will convene briefly on June 12 to review, discuss and vote.

Employee Handbook Changes

BH explained proposed changes to the employee handbook, which will be reviewed and discussed in full during the annual meeting. One proposed change for discussion and vote is regarding changing the categorization of instructional staff so they are compensated over 24 pay periods, rather than the current prorated approach for teacher payment. A primary reason for the proposed change is the current process is confusing for teachers and can also disincentivize teachers from joining us during the school year when vacancies must be filled.

Motion on employee categorization change

TY moved to make an employee categorization change to make teachers 12 month employees. ME seconded. JZ, MJ, KM, PK, IY approved. RM opposed. Motion passed.

Bank Change

BH provided an overview of the proposed change to Signature Bank. BOT discussion on pros and cons to changing. BH will get more information from our current bank about potential match, and the BOT will review, discuss and vote later.

Strategy & Governance

Global Tastes & Toasts

KM provided an update about the upcoming Global Tastes & Toasts event. She asked the BOT continue to mine our contacts and communicate who is coming to Christina. BH gave a preview of what to expect that night regarding food and program. Music and mingling for an hour, with two tours - one at beginning and other at the end of the night. There will also be a video presentation showcasing our key design elements.

JZ reminded the BOT that at the annual meeting we will vote on an officer slate. If anyone has an interest, please let James know before the next meeting what your interest may be.

Academics & Operations

JZ noted the 5th Grade Exhibition is June 19. More details to come.

PK provided an update on the EAC. The committee discussed a change to our math curriculum. We're also making progress in getting our uncertified teachers certified. The EAC also discussed the possible material change to the charter regarding keeping the team teacher model for K-2 and having only one teacher per classroom in grades 3-5. The EAC and academic leadership will prepare the argument for presentation in the annual meeting.

Finance Committee Update

No update other than what was previously discussed - SY19-20 budget and possible bank change.

Other

JZ, MJ, BH and KN will meet with David Frank on June 6.

JZ moved into Executive Session at 8:29pm to discuss personnel.

JZ exited Executive Session at 8:45pm.

JZ adjourned the meeting at 8:45pm.

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.