

Global Community Charter School
Board Meeting Agenda

June 18, 2018

2:24p.m. – 9:11 p.m. (scheduled 2:30-8:30pm)

Minutes of a regularly scheduled meeting of the Board of Trustees (BOT) for Global Community Charter School (GCCS) held on June 18, 2018 in the school building at 2350 Fifth Avenue

Call to Order

MJ called the meeting to order at 2:24 p.m.

Roll Call

In attendance: Mary Jilek (MJ); Kate McGovern (KM); Rob Moser (RM); James Zika (JZ), Chris Buffum (CB), Peter Kaufmann (PK)
Staff: Bill Holmes (BH), Yvrose Ezrin (YE),
Public: Meghan Eiss-Proctor (ME); Nora Clancy (NC)

Public Comment

None

Strategy and Renewal

Discussion of Draft Renewal Narrative

NC presented plan for school strategy for submitting renewal application, including written narrative and attachments. The narrative describes processes, systems and academic programming; the attachments encompass policies and documents detailing school governance. The final deadline for submitting the narrative is August 1. The BOT currently has access to the existing narrative draft.

KN briefed the school's integrated co-teaching model.

The Board will review the Key Design element adjustments in July.

Annual Review of the 2017-2018 Year

Parent involvement/satisfaction

Angel Morales and KN presented parental involvement in school events and programming. School events successfully integrated family involvement this year, as measured by high attendance.

Academic Achievement Against 2017-18 Goals:

KN led discussion of data on academic achievement. Academic leaders will compare iReady data with F&P results and state test scores. Every grade will have interventionists next year, and the school now has an additional ELL specialist. KN and BH discussed the Summer 2018 program. Currently approximately 100 students are enrolled.

Student/Staff Attendance from the Year

BH discussed student and staff attendance for the year. Student attendance was 92% for the year. The school will implement PowerSchool for the 2018-19 school year to capture attendance data year. Staff retention initiatives have been successful.

Student Enrollment (2017-18 Retention and 2018-19 Forecast)

BH presented information on student enrollment; the school expects to hit enrollment targets for September 2018 without undue difficulty.

Teacher Satisfaction - Gallup Survey

BH discussed the results of the Teacher Satisfaction survey; the results indicate improvement in teacher satisfaction in every category, measured against the September 2017 survey.

2018-2019 School Year

Media Center Update

Jasmin Candelario briefed the board on developments in the media center. The media center will be ready for student use on the first day of the upcoming school year. The expense report for the media center will be presented to the board in July.

Community Engagement

BH led discussion opportunities for community engagement and potential community partnerships for future years.

Budget Review and Forecast

Historical Review of Budget Trends

BH reviewed GCCS financial climate, including discussion of trends from 2013 to present, projections for 2018, and the 2019 budget. The current model is not expected to change significantly within the next 3-5 years. The five year budget must be included with charter renewal application. There are no significant concerns around the viability of this budget. BH noted rent costs increasing, as built into lease agreement, year over year. MJ noted strategy taskforce is seized in the matter of developing a strategy for potential school expansion.

Resolutions

FPPM Review:

BH reviewed Financial Policies and Procedures Manual, noting there are few changes for the upcoming year.

MJ motioned to adopt Financial Policies and Procedures Manual, pending change of all references to "Bookkeeper" to "Operations and Finance Associate." JZ seconded. All in favor. Motion carried.

IT Contract

BH discussed the differences between the proposals made by separate IT providers.

RM made motion to adopt Inspiroz as GCCS IT provider. MJ seconded. All in favor. Motion carried.

Discipline Policy Review and Vote

KN reviewed discipline policy, including the infractions that may result in in-school and out-of-school suspensions.

MJ noted change needed on page 5 of policy to reflect Board of Trustees designee as hearing officer for long-term suspension and expulsion due process

PK made motion to approve discipline policy pending changes detailed above. RM seconded. All in favor. Motion carried.

Complaint Policy Review

MJ moved to approve complaint policy pending change to Board of Trustees email address. JZ seconded. All in favor. Motion carried.

Admissions Policy

MJ noted that the Admissions Policy could be adjusted to omit the table on pages 1-2. KM noted the school's Registration Event could be included in Admissions Policy. Addendum II needs to be edited to reflect current year.

Last sentence of page 2 must be edited.

JZ motioned to approve the admissions policy pending these changes. RM seconded. All in favor. Motion carried.

Prospectus Update

MJ moved to approve Prospectus. KM seconded. All in favor. Motion carried.

Key Design Element Review

RM moved to approve Key Design Element Review. MJ seconded. All in favor. Motion carried.

Bylaws Review

The bylaws will be reviewed at the July BOT meeting.

BOT officer slate review and vote

Ibrahim Yusuf – Treasurer
Chris Buffum – Secretary
James Zika – Chair
Peter Kauffman - EAC Committee Chair
Mary Jilek – Vice Chair

CB motioned to approve officer slate as constituted above. RM seconded. All in favor. Motion carried.

Board Calendar:

The BOT will continue to meet on the Third Wednesday of every month.

Entered Executive Session 7:48

Exited Executive Session 7:59

MJ moved to accept the pro bono engagement of Arent Fox to represent school. RM seconded. All in favor. Motion carried.

Meeting adjourned at 8:00 PM

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.