

Global Community Charter School
Board Meeting Agenda

June 21, 2017

2:38 p.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 21, 2017 in the school building at 2350 Fifth Avenue

Call to order at 2:38 p.m.

Roll Call

In attendance: Mary Jilek (MK); Kate McGovern (KM); Rob Moser (RM); Peter Kauffman (PK); Tope Yusuf (TY); Kenita Lloyd (KL); James Zika (JZ); Ibrahim Yusuf (IY).

Staff: Bill Holmes (BH)

Public: N/a

Public comment: N/a

Introductions – Kristan Norgrove, CAO and the BOT

KN, the new Chief Academic Officer, introduced herself in person to the Board of Trustees

Annual Review of the 2016-2017 Year

a. Academic Achievement

Yve Ezrin, Director of Teaching and Learning for K-2; Jillian Cantor, Director of Teaching and Learning for 3-5; Amy Brown, IB PYP Coordinator; and David White, Data Coordinator, presented academic highlights from the school year. The school-based team also presented iReady end of year assessment results and explained the meaning of the state test cut scores. AB debriefed the IB PYP visit, noting that it went well and there were not significant issues raised.

b. Student/Staff Attendance from the Year

BH discussed student and staff attendance for the year. The school will use PowerSchool to more efficiently capture this data next year.

c. Student Enrollment (2016-17 Retention and 2017-18 Forecast)

BH presented information on student enrollment, there are no problems expected for hitting enrollment targets in time for September 6.

d. Teacher and staff retention and satisfaction/organizational successes and challenges

BH noted that offer letters have gone out to staff and discussed various retention initiatives initiated this semester to improve retention for the fall.

e. Parent involvement/satisfaction

Parent involvement at academic-oriented events was comparatively high, so one strategy for next year will be to host more of that type of event.

f. Budget and fundraising

BH discussed fundraising successes from this school year, including money raised to purchase a SMARTboard and books for the Library and Media Center. The BOT will bring back the Fundraising Taskforce, with KL as Chair. BH explained how two years of conservative financial management led to budget surplus and that much of that money will be directed towards increasing the academic success of the school.

Financial Policies and Procedures Manual Review and Vote

RM made a motion to approve the Financial Policies and Procedure Manual as modified, with Chief Academic Officer role in lieu of Head of School. KM seconded. All in favor. Motion carried.

2017-2018 School Year

a. Summer program update

BH provided an update on summer school planning, led by Helena Lopez-Smith, who was recently promoted to Director of School Culture. The primary focus of the program will be improving literacy, but will also involve other activities and trips.

b. Finance Updates

RM and BH presented a draft Tuition Reimbursement Program. KM moved to approve proposed reimbursement program as written (with adjustment of reimbursement \$750 per course and \$1500 per school year), not to exceed \$25,000 in academic year 2017-18. RM seconded. All in favor, motion carried.

RM discussed work of MMB auditors, with whom the school has worked for three years, and their work proposal. RM made a motion to approve MMB as auditors for the 2017-18 school year. MJ seconded. All in favor. Motion carried.

c. Organization Chart Updates

BH and KN presented a revised organization chart, based upon discussions amongst the future co-leaders after KN had a chance to meet with many of the school leaders. MJ moved to approve the revised organization chart. JZ seconded. All in favor. Motion carried.

d. August PD

BH and KN noted that the August PD schedule, which was reviewed at the prior BOT meeting, will likely be changed based on KN's input over the summer.

e. Academic Goals

KN discussed potential academic goals, along with BOT input, which will be a continuing discussion.

f. Library and Media Center

KM will continue to lead the Library and Media Center task force including outreach to exemplar libraries and expert librarians.

g. Community School

GCCS will explore the possibility of the community school model.

Executive Session

BOT entered Executive Session at 7pm to discuss personnel issue.

BOT exited Executive Session at 8:30pm.

Board Evaluation

MJ led discussion of survey results in evaluating BOT's success or growth areas regarding its strategic goals. BOT will review suggested strategic goals at July meeting.

2017-2018 Board Elections and Assignments

BOT discussed new appointments, temporarily all positions will stay as is, to be revisited in July.

Set 2017-2018 Board Calendar

BOT agreed to meet the third Wednesday of every month.

RM moved to approve increase in BH's salary limit. KM seconded. All in favor. Motion carried.

Adjournment (9:11pm)

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.