

True North Rochester Prep Charter School
Board of Trustees Meeting - Minutes
March 21, 2018

The meeting was called to order by Mr. Rosenberger at 12:06 pm.

Roll Call

The roll call was taken and a quorum was found present.

Trustees Present: Geoffrey Rosenberger
James Ryan
Rebecca Sumner
Jean Howard
Ron Zarella
Ebony Miller-Wesley
James Barger
James Costanza

Trustees Absent: James Gleason
Josh Phillips

Also Present:

Paul Powell	Associate Superintendent, Uncommon Schools Rochester
John Claypool	Associate Chief Operating Officer, Uncommon Schools Rochester
Anna Hall	Chief Operating Officer, Uncommon Schools Rochester, Troy, and Boston
Christy Hendler	Director of Strategic Initiatives, Uncommon Schools Rochester
Eric O'Connor	Regional Director of Special Projects, Uncommon Schools Rochester
Shane Dunn	Director of Advancement Strategy and Regional Development, Uncommon Schools (via videoconference)
Jaimie Brillante	Principal, Rochester Prep Elementary School Jay Street
Brian Marciano	Director of Operations, Rochester Prep Elementary School Jay Street
Eugene Podokshik	Representative, FFB Insurance
Brett Baker	Representative, FFB Insurance

Public Comment

No public comments were made.

Approval of Minutes

Christy Hendler explained that she noticed a clerical error in the November 15, 2017 meeting minutes. As a result, those minutes have been revised to correct the mistake.

The following motion was made to approve both the revised minutes from the November 15, 2017 meeting and the draft minutes from the January 10, 2018 board meeting.

Motion: Jean Howard

Second: Rebecca Sumner

Vote: Approved unanimously

Introduction of new Board Members

Introductions of new Board Members Ebony Miller-Wesley and Jim Costanza were made.

Insurance Update

Eugene Podokshik and Brett Baker of FFB Insurance provided an update to the Board regarding Rochester Prep's insurance coverage. Eugene passed out a Board of Directors coverage summary document and detailed the insurance carriers and their ratings. There was a discussion by the Board and FFB representatives about how the insurance coverage has increased over time as Rochester Prep expanded. The Board may contact FFB at any time to amend their coverage.

Jay Street Campus Update

Jaimie Brillante shared that 4th grade performance has been a focus for the Jay St. elementary school this year. She discussed strategies to improve academic results including a restructured team, targeted walkthroughs, professional development, data meetings and additional interventions. This has resulted in consistent performance above the Uncommon Schools average on math interim assessments this year and some improvement in ELA.

Ms. Brillante also shared an update on a pilot program for Kindergarten called The Power of Play. This program is designed to develop communication, problem solving, fine motor, and social emotional skills by improving on a concept called the "play gap".

Brian Marciano shared some exciting information that the bowling alley at the Jay Street Campus is now up and running. The alley was overhauled in many ways including new machines, floor and frame mounts, and scoring machines. The school also received donations of bowling balls and pins from Clover Lanes. The alley is being considered for staff and student culture efforts including bowling leagues, PE class, a high school bowling team, and incentives for students.

Assistant Superintendent Update

Paul Powell provided the Board with a breakdown of Rochester Prep's predicted performance on the 2017-18 New York state exams for grades 3-8 in math and ELA. These predictions should be used for directional purposes only and are based upon schools' performance on Uncommon's interim assessments.

Operations Update

Anna Hall briefly referenced the Q2 financials and indicated that the budget is in good shape.

Anna Hall then provided the Board with an update on Rochester Prep's emergency preparedness. Rochester Prep takes very seriously the responsibility to ensure the safety and security of its students and staff. Anna explained the walkthrough protocol that ACOOs and DOs use to evaluate the school using an Emergency Preparedness rubric. There is also a yearly investigation of each location by the Uncommon Facilities Team examining: 1) Unauthorized exit protection; 2) Visitors; 3) Communication; and 4) Lockdown capability. Anna detailed the current set of recommendations based on the most recent Facilities Team review. Finally, Anna shared the staff and student preparation drills that are conducted across all campuses.

Director of Strategic Initiatives Update

Christy Hendler and Eric O'Connor updated the Board on student recruitment. Christy broke down current Kindergarten application numbers to GoodSchoolsRoc as a whole and to Rochester Prep schools. Eric O'Connor briefed the Board on the final recruitment efforts of the recruitment season, highlighting a kindergarten readiness event.

Next Christy provided a brief update on several marketing campaign metrics associated with the joint RCSD/Rochester Prep teacher recruitment effort. She then concluded the DSI Update by thanking the board members who attended the RIT Capstone Showcase and sharing that the capstone program will be expanded in the 2018-19 school year.

Home Office Services Survey

Because the meeting was running longer than anticipated, the Board decided to forego a formal presentation on the Home Office Services Survey. Christy Hendler will email the presentation to Board members following the meeting, and Anna Hall committed to addressing any questions from the board.

Executive Session

The Board entered an executive session at 1:45 pm for personnel matters.

Motion: Geoffrey Rosenberger

Second: Ron Zarella
Vote: Approved unanimously
Start time: 1:45 PM
End time: 1:55 PM

Meeting adjourned

There was a motion to adjourn the meeting.

Motion: Jim Ryan
Second: Rebecca Sumner
Vote: Approved unanimously

Time: 2:00 pm