

Cardinal McCloskey Charter
Board of Trustees

Board Meeting Minutes

July 9, 2019



School

1.0 The meeting was called to
Chairperson, at 6:10 p.m.

order by Mr. George Grace,

2.0 **Attendance** taken by Mr. Grace

Present: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Peter Quinn, Phyllis Thorne, Joan Magoolaghan and Joy DeVries

Teleconference: Dunica Charles

Excused: Jim McCarthy

Charter School Staff: Jennifer Fedele

CMCS Partners: Beth Finnerty, Christine Monroe and Kamlesh Singh

Guests: Margie Medina

3.0 **Sanctuary Community Meeting** was facilitated by Mr. Grace.

4.0 **Motion to approve the minutes of the June 11, 2019 Board Meeting**

A motion to approve the minutes of the June 11, 2019 Board Meeting was made by Peter Quinn seconded by Joan Magoolaghan and carried unanimously, the motion was approved and accepted.

5.0 **Chair Report –**

! **Policy Update** - Mr. George Grace discussed the policies that need to be approved. After a brief discussion, the Board made a motion to approve the Sanctuary Policy and will review the Wraparound Services Policy, now known as the Growth for Success Plan, at the next meeting. Ms. Beth Finnerty provided a summary on the benefits of the Growth for Success Plan and how it can be utilized for the Charter School. The plan will be developed to address the student's needs and interests to help every student stay connected in school. CMCS's Strategies for Success is based on this plan. Mr. Grace noted this plan will work well with the Sanctuary Model. Mr. Grace also recommended an Accountability Policy for the Board be put in place. This will be reviewed for approval at the next meeting.

! **Lease and Construction** – Mr. Grace stated that an amendment to cover renovations will be added to the lease agreement. The Charter School will reimburse Aquinas by including the costs in the monthly rent. The Executive Committee approved the amendment to the lease at their meeting held on July 9, 2019. The Board discussed what work and renovations need to be done before the Charter School opens.

- ! **Checklist** – Ms. Jennifer Fedele informed the Board that SUNY Charter School Institute will visit the school on August 13th at 1:30 p.m. Mr. Grace offered the assistance of the Board if needed. Ms. Fedele noted that would be great and will inform the Board as the date approaches.

6.0 Proposed Executive Session – N/A

7.0 Action Item Following Executive Summary – N/A

8.0 Actions Items –

8.1 A motion to approve CIPA (Children’s Internet Protection Act) Policy

A motion to approve the CIPA (Children’s Internet Protection Act) Policy was made by Joan Magoolaghan, seconded by Joy DeVries and carried unanimously, the motion was approved and accepted.

8.2 A motion to approve the Health and Safety Plan - The plan is not complete and will be presented at the next meeting.

8.3 A motion to approve School Building Safety Plan – deferred to a later date

8.4 A motion to approve Sanctuary Policy

A motion to approve the Sanctuary Policy was made by Joan Magoolaghan, seconded by Joy DeVries and carried unanimously, the motion was approved and accepted.

9.0 Discussion – The following items were discussed in the Chair Report

9.1 Review of Sanctuary Policy

9.2 Review of the Growth for Success Plan

10.0 Reports

10.1 Partner’s Report - Ms. Finnerty provided some highlights and points of interest from CMCS.

- The CMCS Board Meeting was held on Wednesday, June 26, 2019
- To keep the CMCS Board updated on the progress of the Charter School, the CMCS Charter School Committee held a meeting on June 18, 2019
- Dr. Ursillo suggested once the Charter School is open, arrangements should be made for the CMCS Board to visit the Charter School
- As of June 21, 2019 ECED has officially moved out of Aquinas
- Ms. Finnerty stated CMCS is continuing their fundraising efforts that will be used to benefit the Charter School
- Ms. Finnerty and Ms. Fedele will meet to discuss last minute details regarding the uniforms for the students

10.2 Executive Committee Report - Mr. Grace provided the following highlights that were discussed at the Executive Committee meeting:

- Mr. Grace discussed the policies and procedures and what still need to be completed. Additional policies will be presented for approval at the next Board meeting.

10.3 Academic/Sanctuary Committee Report – Ms. Thorne provided the following highlights from the Academic/Sanctuary Committee Meeting:

- Update on Staff Hiring – Teachers and school staff have been hired. Recruitment for special education teachers is on-going.
- Student Enrollment – currently 155 students have been enrolled (50 first grade students and 105 kindergarten students). Applications are still being accepted.
- Discussed the wrap-around services and creating a tranquil and serene area for the students if they're having a difficult time. This will be based on the Sanctuary model.

10.4 Finance Committee Report - Mr. Peter Quinn provided the following highlights:

- The Charter School is at full enrollment which is good for the budget
- Reimbursement check has been received for approximately \$465,000
- Walton Foundation – Submitting an amendment in order to re-allocate funds

10.5 Fundraising Committee Report – Ms. DeVries provided the following highlights:

- The School is entitled to free buses provided by the DOE for field trips
- The New Victory Theater offers free shows for children. This is a nonprofit performing arts theater devoted to kids and their families.
- Create a mass email to families and friends to sponsor events for the school. Mr. Edrick Browne can assist by creating a link to make donations.
- Look into getting free backpacks for all students or have sponsors donate \$25.00 per backpack

10.6 Principal's Report – Ms. Fedele updated the Board on the following items:

- Ms. Fedele attended the annual Charter School conference
- A Parent Volunteer is assisting in the office for the summer. Dr. Gershen-Lowy noted that a volunteer policy should be in place and offered to work with Ms. Fedele to coordinate the policy. This policy will detail what documentation is needed in order for volunteers to be around the students. Dr. Gershen-Lowy will send the fingerprinting policy to Ms. Magoolaghan to review.
- Mr. Browne has been in contact with other schools and has received a donation of file cabinets and teacher desks. The items will be delivered to the school.
- The deadline for documents required by CSI is July 15, 2019. The documents will be uploaded in the Epicenter, a web-based service used by the Charter School Institute.

- Ms. Fedele stated approximately 400 people turned out for the Block Party. Local politicians also were in attendance. Ms. Finnerty suggested that Ms. Fedele contact the area politicians for their support and funding.

11.0 Public Participation – Public Participation was made available to the public. A prospective parent joined the meeting.

12.0 Next Steps

13.0 Adjournment

A motion duly made by Joan Magoolaghan, seconded by Peter Quinn and carried unanimously, the meeting was adjourned at 7:39 p.m.