

**Regular Board Meeting Minutes**

**Board of Trustees, Urban Pathways K-5 College Charter School Wednesday, October 18, 2023**

**5:00 P.M.**

Welcome to the Regular Board Meeting of Urban Pathways K-5 College Charter School Board of Trustees.

1. **(01 Min.)** Call to order
2. **(02 Min.)** Trustee Members present

# LC X CS\_X\_ AL\_X\_ AT TW X\_

* + Legal Representation: Josh Pollack
  + Guests: Janine Macklin, Lisa Augustin
  + Staff: Ashlee Anthony, La’Tasha Allen, Brandon Coney, Mary Elizabeth Brown, Kyle Love, Keisha Jordan

1. **(05 Min.)** Public Comment
   * **Janine Macklin**
     + - Letter about money deducted from paychecks from insurance overpayments
       - Got a letter about signing rights over to speak about this matter was sent to Ms. Macklin
       - Asked McKenna Snyder how they got to $2,000 owed to Ms. Macklin. She stated 16 months of overpayment equaled $2,000
       - Her attorney advised Ms. Macklin to check her past stubs
       - Over charged for 3 years and months. She checked pay stubs for 2014.
       - This was the second time school the school has overcharged her
       - $8,500 is actually owed to Ms. Macklin from the first overpayment
       - Wants to know if it is far for us to ride out overpayment to meet the statute of limitations
       - Presented Board with documentation
2. **(05 Min.)** Approval of the August 16, 2023 Board Minutes:
   * Motion to approve the August 16, 2023 Board Minutes made by: CS
   * Seconded by: AL
   * Any discussion: NO
   * All in favor: YES

# LC CS\_X\_ AL\_X\_ AT TW X\_

1. **(05 Min.)** Approval of the October 18, 2023 Board Agenda:
   * Motion to approve the October 18, 2023 Board Agenda made by: CS
   * Seconded by: AL
   * Any discussion: NO
   * All in favor: YES

# LC CS\_X\_ AL\_X\_ AT TW X\_

1. **(10 Min.)** Board recommends approval of the August Treasurer’s Report: Omnivest
   * Motion to adopt the Treasurer’s Report made by: CS
   * Seconded by: AL
   * Any discussion: NO
   * All in favor: YES

# LC X CS\_X\_ AL\_X\_ AT TW X\_

1. **(10 Min.)** Board recommends approval of the September Treasurer’s Report: Omnivest
   * Motion to adopt the Treasurer’s Report made by: CS
   * Seconded by: AL
   * Any discussion: NO
   * All in favor: YES

# LC X CS\_X\_ AL\_X\_ AT TW X\_

1. **(10 Min.)** CEO Update
   * School Year Thus Far
     + - Has not come without its challenges
       - Everything is going well
       - Trying to change the culture, and students are adjusting with time
       - Made changes on how Parent Advisory Committee (PAC) is run. More accountability and more monitoring will happen
   * Current Enrollment is 311. Not where we want to be however, we are on our way to our goal. Ms. Allen and Ms. White are working to bring in new families.
   * In November 4 members of staff will go to Black Male Educators Conference in Washington DC
   * E3
     + - Emergency system
       - Provided school with app to see where everyone is in building, contact 911 for emergencies, and lock down building
       - Great system and demo. Rolled out PD last Friday
   * Building Construction Update
     + - Electrical is complete
       - The emergency lights have been replaced
       - Bathrooms are almost complete. There was a small issue with the plumbing however it has been fixed
       - Ballistic window film is almost complete… one classroom and lobby
       - The floors will take about 2 weeks. We are looking at fall break or winter break
2. **(10 Min.)** Administration Update
   * Average Daily Attendance is at 88%. A lot of the issues have been transportation however we are working through them
   * We were able to upgrade Kindergarten and 1st grade tablets to iPads and students are loving them. No problem getting on programs they need to succeed
   * We are fully staffed!!!!!
   * Finished BOY testing
   * End of 1st Quarter is October 24 and Parent-teacher conference on October 27
   * Attendance challenge started for grade level. Trophy will be on display on their floor and prize for that level
   * Just started new partnership with Carnegie Library. Students signed up for library cards and took out books. Once a month be able to take students down and library members will come and read books to our students
   * K-2 took DIBELS, measures early literacy skills, creates small groups with similar needs and then groups get pulled by interventionists
   * Goal for MOY is to decrease groups by 10%
   * 2-5 took
   * MAP in both math and reading. The achievement scales shows us how students compare to those across the US.
   * Goal in MAP is to increase scores in both math and reading
   * Built in guided reading blocks and dedicated small group time to assist with student success
   * We will hold our 2nd annual first responder day on October 30th
   * In planning stages for Family Literacy and Middle School Night on November 2nd
3. **(30 Min.)** Board Policy Discussion
   * All policies were updated.
   * Some were outdated and some needed created
   * Discussion of Board Policies tabled until next board meeting
4. **(05 Min.)** Admin recommends approval of the Pittsburgh After School Academy
   * Motion to approve the Pittsburgh After School Academy made by: AL
   * Seconded by: LC
   * Any discussion: NO
   * All in favor: YES

# LC X CS\_X\_ AL\_\_ AT TW X\_

1. **(05 Min.)** Admin recommends approval of the contract with AIU for a Special Education Director
   * Motion to approve the contract with AIU for a Special Education Director made by: CS
   * Seconded by: LC
   * Any discussion: NO
   * All in favor: YES

# LC X CS\_X\_ AL\_\_ AT TW X\_

1. **(05 Min.)** Admin recommends approval of changing school name to B.R.I.D.G.E.S Academy of the Arts and Sciences K-5 Charter School (Pending PPS Approval)
   * Motion to approve the contract with AIU for a Special Education Director made by: CS
   * Seconded by: LC
   * Any discussion: YES
   * All in favor: YES

# LC X CS\_X\_ AL\_\_ AT TW X\_

# JP: Since we have Ms. Augustin on the call, can she speak to what the timeline and approval process will look like? Words for us regarding school’s request for a name change…

# LA: She just needs a request in writing. It is something that the Board should not have a problem with

1. **(05 Min.)** Personnel Report

* Motion to accept personnel report made by: CS
  + Seconded by: LC
  + Any discussion: YES
  + All in favor: YES

# LC X CS\_X\_ AL\_\_ AT TW X\_

# CS: The facilities manager, was it the one brought on recently?

# BC: Yes

# Motion to enter Executive Session:

* + Motion to enter Executive Session made by: CS
  + Seconded by: LC
  + Any discussion: NO
  + All in favor: YES

# LC X CS\_X\_ AL\_\_ AT TW X\_

# Motion to end Executive Session:

* + Motion to end Executive Session made by:
  + Seconded by:
  + Any discussion: Yes No
  + All in favor: Yes No

# LC CS\_\_ AL\_\_ AT TW \_

1. Motion to adjourn:
   * Motion to adjourn made by:
   * Seconded by:
   * Any discussion: Yes No
   * All in favor: Yes No

# LC CS\_\_ AL\_\_ AT TW \_

**This meeting adjourned at .**