

**Regular Board Meeting Minutes**

**Board of Trustees, Urban Pathways K-5 College Charter School Wednesday, December 28, 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 A CS\_\_A\_\_ AL\_X\_ AT X TW \_X

* + Legal Representation: Josh Pollack
  + Guests: Erik Davis (Omnivest) and Peter Fleming (Wilke CPA)
  + Staff: Brandon Coney, Ashlee Anthony, Sattarah Bolden

1. **(05 Min.)** Public Comment
2. **(05 Min.)** Approval of the October 18, 2023 Board Minutes:
   * Motion to approve the October 18, 2023 Board Minutes made by: AL
   * Seconded by: AT
   * Any discussion: NO
   * All in favor: YES

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

1. **(05 Min.)** Approval of the November 15, 2023 Board Agenda:
   * Motion to approve the November 15, 2023 Board Agenda made by: AL
   * Seconded by: AT
   * Any discussion: YES
   * All in favor: NO

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

1. **(02 Min. per comment)** Public Comments: NONE
2. **(10 Min.)** Board recommends approval of the October Treasurer’s Report: Omnivest
   * Motion to adopt the Treasurer’s Report made by: AL
   * Seconded by: AT
   * Any discussion: YES
   * All in favor: NO

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

# Net Income of $117,297 and YTD a Net Income of $365,267

# Revenues in the month were below budget by ($59k

# Tuition Revenue was below budget by ($80k)

# Special Education was below by ($86k)

# ESSER III revenue recognized in the month was $153k

# Expenses for the month were below budget by $27k – Contract Services were above by ($11k) which comprised of RN Services above by ($13k)

# YTD Revenues are below budget by ($35k). Expenses are below budget by $100k

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

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

# Net Loss of ($35,756) and YTD a Net Income of $297,699

# Revenues in the month were above budget by $2k

# Tuition Revenue was below budget by ($20k)

# Special Education was below by ($21k

# ESSER III revenue recognized in the month was $38k

# Expenses for the month were above budget by ($155k) – Salaries/Benefits were above budget by ($127k) due to Retention Bonuses and Contract Services were above by ($6k) which attributed to Nurse Services in the month

# YTD Revenues are below budget by ($33k). Expenses are above budget by ($86k)

1. **(10 Min.)** Board recommends approval of the 2022-23 Auditor’s Report: Omnivest
   * Motion to adopt the Treasurer’s Report made by: AL
   * Seconded by: AT
   * Any discussion: Yes No
   * All in favor: Yes No

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

1. **(10 Min.)** CEO Update
   * October, asked to be panelist on tour for Charter Schools, regarding funding
   * Asked to give further discussion on charter school funding.
   * All building issues have been complete except cafeteria floor. Contractor and landlord quote were neck and neck. Contractor complete… we are responsible for all issues OR landlord complete… they are responsible for all issue (minus intentional vandalism)
   * Building currently getting mid-year cleaning; floors stripped and waxed, carpets cleaned, and building sprayed.
   * Staff to begin to start professional development. Ms. Anthony and Mrs. Lucas are going to New York in February. Some staff are going to South by Southwest EDU in Austin in March.
   * Enrollment is 317. Some leave and some are coming in. We are confident we can get to our goal of 320.
   * Name change submitted to PPS 2 months ago, hoping to get on the agenda for approval for the upcoming meeting.
2. **(10 Min.)** Administration Update
   * We had some successful events (first responders day. Family literacy night, gingerbread steam project, etc.)
   * Student’s artwork placed in 2024 PA Attorney General’s Drug-Free Calendar
   * ADA is roughly 86
   * Average tardies are 14%
   * PVAAS scores have been released and shared with Board
   * 5th grade election were a success
3. **(05 Min.)** Admin recommends approval of the **Board** Board Policies:
   * Motion to approve the **Board** Board Policies made by: AL
   * Seconded by: AT
   * Any discussion: NO
   * All in favor: YES

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

1. **(05 Min.)** Admin recommends approval of the **Community** Board Policies:
   * Motion to approve the **Community** Board Policies made by: AL
   * Seconded by: AT
   * Any discussion: NO
   * All in favor: YES

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

1. **(05 Min.)** Admin recommends approval of the **Employee** Board Policies:
   * Motion to approve the **Employee** Board Policies made by: AL
   * Seconded by: AT
   * Any discussion: NO
   * All in favor: YES

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

1. **(05 Min.)** Admin recommends approval of the **Special Ed** Board Policies:
   * Motion to approve the **Special Ed** Board Policies made by: AL
   * Seconded by: AT
   * Any discussion: NO
   * All in favor: YES

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

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

* Motion to accept personnel report made by: AL
  + Seconded by: AT
  + Any discussion: NO
  + All in favor: YES

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

# Motion to enter Executive Session: 6:12pm

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

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

# Motion to end Executive Session: 6:53pm

* + Motion to end Executive Session made by: AL
  + Seconded by: AT
  + Any discussion: NO
  + All in favor: YES

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

1. Motion to adjourn:
   * Motion to adjourn made by: AL
   * Seconded by: AT
   * Any discussion: NO
   * All in favor: YES

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

**This meeting adjourned at 6:54pm.**