



**Regular Board Meeting  
Minutes  
Board of Trustees, Urban Pathways K-5 College Charter School  
Wednesday, July 19, 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 @ 5:09am
2. **(02 Min.)** Trustee Members present.
  - LC X CS X AL X AT X ( @ 5 : 2 5 ) TW X
  - Legal Representation: Josh Pollack
  - Guests: Erik Davis (Omnivest)
  - Staff: Rachel Lucas, Ashlee Anthony, Brandon Coney, and Sattarah Bolden
3. **(05 Min.)** Approval of the May 17, 2023 Board Minutes (TABLED FROM 6.29.2023 MTG):
  - Motion to approve the May 17, 2023 Board Minutes made by: CS
  - Seconded by: AL
  - Any discussion: NO
  - All in favor: YES
  - LC X CS X AL X AT    TW X
4. **(05 Min.)** Approval of the June 29, 2023 Board Minutes:
  - Motion to approve the June 29, 2023 Board Minutes made by: AL
  - Seconded by: CS
  - Any discussion: NO
  - All in favor: YES
  - LC X CS X AL X AT    TW X
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5. **(05 Min.)** Approval of the July 19, 2023 Board Agenda:
  - Motion to approve the July 19, 2023 Board Agenda made by: AL
  - Seconded by: CS
  - Any discussion: NO
  - All in favor: YES
  - LC X CS X AL X AT    TW X
6. **(02 Min. per comment)** Public Comments: NONE
7. **(10 Min.)** Board recommends approval of the Treasurer's Report: Omnivest
  - Motion to adopt the Treasurer's Report made by: AL
  - Seconded by: CS
  - Any discussion: NO

- All in favor: YES
- LC X CS X AL X AT    TW X

#### 8. (10 Min.) CEO Update

- Building Improvements are underway.
- Working with CBRE to extend lease of the 4<sup>th</sup> floor at 933 Penn Ave until July 2024 (maybe until July 2025) because Kaplan's sublease ends May 2024
- CBRE made mention that children are not allowed on the 6<sup>th</sup> floor of 925 Penn Ave. Mr. Coney asked them to send him the statute with that information, documentation should be received by Friday July 21, 2023.
- Mr. Coney looking at other sites. The landlord is possibly violating the lease. The property of West Gate across the bridge and old Whole Foods building in East Liberty are on the list.
- We had movers in the building and the rest will be completed on Sunday July 23<sup>rd</sup>.
- Carpet cleaning happens in the first week of August.
- Website: Working with McKenna Snyder on policies and a few other to get them over to alpha graphics
- Calendar sent to AlphaGraphics to put on website.
- Contracts: Taylor Made for IT, renegotiated contract down to \$90,000 (\$9,000 savings), looking for a new cleaning company overnight (awaiting one more quote). The goal is quality service.
- New Staff: Clay'Ce White (Enrollment Coordinator) and Anthony Perry (Facilities Manager)
- Potential Nurse on deck and other interviews are being scheduled.
- A lot of vacancies have been filled.
- PD: Whole staff going to the State of Black Learning
- Question (AL): Teacher instead of building sub, would the school rather get a PA Cert teacher instead of emergency cert? Answer: He will be moving back to MD in 2-3 years. Our hope is that he will love it and stay and become fully certified.
- Question (CS): Thought we had a full-time nurse Answer: The nurse stopped answering as did Humanus.
- Question (JP): It could benefit us financially to also have an in-house custodian. Could be cheaper to hire a nighttime cleaner. Answer: Has thought about it and has not ruled out
- Question (CS): Of the \$18,000 for SBL how much was sponsored? Answer: Total cost to send everyone was \$23,000... we got a discount
- Comment (CS): We can't use state funds for sponsorship, they must be separated for the books.
- Question (JP): Do all participants get Act 48 hours? Answer: Yes

#### 9. (10 Min.) Administration Update

- A lot of planning happened over the summer.
- We ran summer school from June 12<sup>th</sup> to July 13<sup>th</sup>. Had 32 students signed up, attendance varied by day.
- Ms. Anthony formally introduced Ms. Lucas as Assistant Principal.

#### 10. (05 Min.) Personnel Report

- Motion to accept personnel report made by: AL
- Seconded by: CS
- Any discussion: YES
- All in favor: YES

- LC  X  CS  X  AL  X  AT  X  TW  X
- Question (CS): Shouldn't the personnel report be presented by HR? Answer (JP): Could be HR or CEO

**11. Motion to enter Executive Session: @6:00PM**

- Motion to enter Executive Session made by: AL
- Seconded by: CS
- Any discussion: NO
- All in favor: YES
- LC  X  CS  X  AL  X  AT  X  TW  X

**12. Motion to end Executive Session:**

- Motion to end Executive Session made by: AL
- Seconded by: AT
- Any discussion: NO
- All in favor: YES
- LC  X  CS  X  AL  X  AT  X  TW  X

**13. Motion to adjourn:**

- Motion to adjourn made by: AL
- Seconded by: AT
- Any discussion: NO
- All in favor: YES
- LC  X  CS  X  AL  X  AT  X  TW  X

**This meeting adjourned at 8:37PM.**