



**Regular Board Meeting
Minutes**

**Board of Trustees, Urban Pathways K5 College Charter School
Wednesday, August 21, 2019**

5:00 P.M.

925 Penn Avenue – Cafeteria

**Conference Call Directions for UP: Call 877-858-5743; 533 887; press 2 for participant
Host PIN 1013; (international/Toll +1-858-609-8959)**

Welcome to the Regular Board Meeting of Urban Pathways K5 College Charter School Board of Trustees.

1. Call to order. 5:15 pm
2. Pledge of allegiance.
3. Members present.
 - Kolicia Davis, Isaiah Gwinn, Jerry Cozewith, Ash Kumar, Roger Hartung, and Robert Gladden
 - Legal Representation: Kevin McKenna, Nicole Snyder
 - Guests: Orlando Houston, Jared Sidlowski, Chardanay Poole, Dr. Paul Spradley, Yolonda Hill
 - Staff: William Wade, Janine Macklin, Stephanie Faith, Michelle Jackson, Seth Springer, Jennifer Seitzinger, LaTasha Allen, Hannah George, Jaelyn Andrechak, Amanda Ardinger, Leah DeSantis, Alyssa Hoffman, Angela Laurent, Michael Louis, Kenneth Middlemiss, Chelsea Oleson.
4. Approval of July 17, 2019 Board Minutes:
 - Motion to approve the July 17, 2019 Board Minutes made by: Roger Hartung
 - Seconded by: Robert Gladden
 - Any discussion: **No**
 - All in favor: **Yes**
 - KD **X** IG **X** JC **X** AK ___ CF ___ RH **X** RG **X** (Ash Kumar left the room for a phone call)
5. Approval of the August 21, 2019 Board Agenda:
 - Motion to adopt the August 21, 2019 Board Agenda made by: Jerry Cozewith
 - Seconded by: Roger Hartung
 - Any discussion: **No**
 - All in favor: **Yes**
 - KD **X** IG **X** JC **X** AK ___ CF ___ RH **X** RG **X** (Ash Kumar left the room for a phone call)

6. Board recommends: Board of Trustee term renewal for Ash Kumar, Jerry Cozewith & Isaiah Gwinn. **(THIS WAS A DUPLICATE LINE ITEM, PLEASE REFER TO LINE ITEM #16)**
This line item was amended to state: Board recommends: Board of Trustee renewal of volunteer roles for Ash Kumar, Jerry Cozewith & Isaiah Gwinn.

A motion to renew terms was made by: Roger Hartung

- Seconded by: Robert Gladden
 - Any discussion ___Yes ___No
 - All in favor: ___Yes ___No
 - KD ___ IG ___ JC ___ AK ___ CF ___ RH ___ RG ___
7. Board recommends: Accepting the e-mail resignation of Coty Franklin.
A motion to accept resignation was made by: Jerry Cozewith
- Seconded by: Roger Hartung
 - Any discussion **No**
 - All in favor: **Yes**
 - KD X IG X JC X AK X CF ___ RH X RG X
8. Public Comments: There were no formally registered individuals for public comments.
- Teacher Ms. George stated she would like the teachers to volunteer to watch scholars so that parents can attend Board meetings.
 - Parent Ms. Poole stated that we have 50% new staff and has our new staff been trained on the curriculum? Is the administration comfortable with the new staff's ability to teach the curriculum?
 - Mr. Wade addressed Ms. Poole's concerns. He stated that staff has been trained by Educational Epiphany and other professional development sessions. The teachers have received rigorous training and real time professional development. Literacy is the school's #1 focus.
 - Ms. Poole stated that the school eliminated Spanish and added STEM and that she does not see much diversity.

9. Treasurer's Report: Robert Gladden/Janeya Hisle **(line item tabled)**

Motion to approve Treasurer's Report made by: _____

Seconded by: _____

- Any discussion ___Yes ___No
 - All in favor: ___Yes ___No
 - KD ___ IG ___ JC ___ AK ___ CF ___ RH ___ RG ___
10. Board recommends CEO William Wade to be added to the PNC primary checking account as a signer.

A motion to add CEO William Wade to be added to the PNC primary checking account as a signer was made by: Ash Kumar

- Seconded by: Robert Gladden
- Any discussion **No**
- All in favor: **Yes**
- KD X IG X JC X AK X CF ___ RH X RG X

11. Board recommends CEO William Wade receive a debit card for the PNC primary checking account which is to be used in accordance with UPCSK5 debit card policy. A motion to provide William Wade a debit card was made by: Robert Gladden
- Seconded by: Roger Hartung
 - Any discussion **Yes**
 - A debit card instead of a credit card is preferred because the bank will run a credit check on the person the card is intended for. Details on the usage of the card will be shared by the board once the card is received.
 - All in favor: **Yes**
- KD IG JC AK CF RH RG

12. Legal Update – Kevin McKenna (**Executive Session**)

13. William C. Wade - CEO: Introduction of new staff members.

*An organizational chart for the 2018-19 school year was shared with the Board which highlighted the 2 Assistant Principals, Dean of Students and other key employees including instructional staff. New employees were introduced to the Board and gave background on themselves. Mr. Wade will address the instructional climate and culture shifts in executive session.

14. Administration recommends: Adopting a PSERS alternative 403b plan.

A motion to Adopting a PSERS alternative 403b plan was made by: (**Line item Tabled**)

- Seconded by:
 - Any discussion **Yes**
 - AXA's Orlando Houston spoke about the benefits of adopting a PSERS alternative 403b plan. Janeya Hisle gave a verbal comparison on PSERS versus 403b plan and divulged that employees vest immediately. Board would like to have a written description/comparison of the two plans before moving forward. Board chose to keep the Board Meeting open until the information is given to the Board in writing and they may vote at that time.
 - All in favor: Yes No
- KD IG JC AK CF RH RG (Robert Gladden left the room and recused himself from this line item.)

15. Administration recommends: Adopting Henderson Brothers as the risk insurance broker.

A motion for Henderson Brothers as the risk insurance broker was made by: (**Line Item Tabled**)

- Seconded by:
 - Any discussion **Yes**
 - Jared Sidowski spoke about options to save the school money, please see the handout. Roger Hartung asked Kolicia Davis about additional items they may want to consider: Need quotes and a proposal; no change to the premiums and costs will remain the same.
 - All in favor: Yes No
- KD IG JC AK CF RH RG

16. Board recommends: Board of Trustee renewal of volunteer roles for Ash Kumar.

A motion to renew terms was made by: Isaiah Gwinn

- Seconded by: Jerry Cozewith
- Any discussion **No**
- All in favor: **Yes**

• KD X IG X JC X AK X CF RH X RG X

Board recommends: Board of Trustee renewal of volunteer roles for Jerry Cozewith.

A motion to renew terms was made by: Isaish Gwinn

- Seconded by: Jerry Cozewith
- Any discussion **No**
- All in favor: **Yes**

• KD X IG X JC X AK X CF RH X RG X

Board recommends: Board of Trustee renewal of volunteer roles for Isaiah Gwinn.

A motion to renew terms was made by: Isaiah Gwinn

- Seconded by: Jerry Cozewith
- Any discussion **No**
- All in favor: **Yes**

• KD X IG X JC X AK X CF RH X RG X

17. Board recommends: Board of Trustee renewal of officers

A motion to renew President term for Kolicia Davis; Vice President term for Ash Kumar; Treasurer term for Robert Gladden; and Secretary term for Isaish Gwinn was made by: Roger Hartung

- Seconded by: Jerry Cozewith
- Any discussion **No**
- All in favor: **Yes**

• KD X IG X JC X AK X CF RH X RG X

18. Attorney Kevin McKenna will swear in officers and board members.

- Officers and board members were sworn in at 6:08 PM

19. Strategy Planning: Kolicia Davis

- Committee met and they intend to have their plan finalized by the September Board Meeting.

20. Committee Planning: Kolicia Davis

- Currently the Board has the Finance, Facilities, Strategy Planning, and Succession Planning Committees. The Board adopted the Cultural Committee and would like for that committee to begin in the near future. The Board plans to have a potential Parents Committee for those parents interested in becoming Board members. This committee will help parents experience seeing how a Board works.

21. Succession Planning: Ash Kumar

- Mr. Wade was hired and they are looking for additional board members. Potential Board member candidates may attend the September meeting.

22. Facilities and Capital Planning: Roger Hartung/Robert Gladden (**Executive Session**)

23. Motion to go into Executive Session to discuss legal and personnel issues made by: Ash Kumar

- Seconded by: Roger Hartung
- Any discussion : **No**
- All in favor: **Yes**
- KD X IG X JC X AK X CF RH X RG X
- Entered into Executive Session at 6:51 PM.

24. Motion to end Executive Session made by: Robert Gladden

- Seconded by: Roger Hartung
- Any discussion: **No**
- All in favor: **Yes**
- KD X IG X JC X AK CF RH X RG X
- Ash Kumar left Executive Session at 7:45 PM.
- Exited Executive Session at 7:49 PM.

25. (05 Min.) Personnel Report

A motion to accept the Personnel Report was made by:

- Seconded by:
- Any discussion Yes No
 - All in favor: Yes No
- KD IG JC AK CF RH RG

26. Motion to keep the board meeting open until 8/29/19 at 5:30 PM made by: Jerry Cozewith

- Seconded by: Ash Kumar
- Any discussion: **No**
- All in favor: **Yes**
- KD X IG X JC X AK CF RH X RG X

27. Motion to adjourn made by:

- Seconded by:
- Any discussion: Yes No
- All in favor: Yes No
- KD IG JC AK CF RH RG

Thank You

This meeting is adjourned at

Minutes respectfully submitted by:

Janine Macklin, Board of Trustees Secretary