



**Regular Board Meeting
Minutes**

Board of Trustees, Urban Pathways K5 College Charter School

Wednesday, October 16, 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. **(01 Min.)** Call to order by Ash Kumar at 5:12 pm
2. **(02 Min.)** Pledge of allegiance.
3. **(02 Min.)** Members present.
 - Kolicia Davis (via telephone), Isaiah Gwinn, Jerry Cozewith, Ash Kumar, and Bob Gladden.
 - Legal Representation: Keven McKenna
 - Guests: Bruce Allen (former student)
 - Staff: William C. Wade, Janine Macklin, Stephanie Faith, Seth Springer, Jenn Seitzinger, Linda Williams, LaTasha Allen, and Gina Potter.
4. **(05 Min.)** Approval of September 18, 2019 Board Minutes:
 - Motion to approve the September 18, 2019 Board Minutes made by: Bob Gladden
 - Seconded by: Isaiah Gwinn
 - Any discussion: No
 - All in favor: Yes
 - KD X IG X JC X AK X RH RG X
5. **(05 Min.)** Approval of the October 16, 2019 Board Agenda:
 - Motion to adopt the October 16, 2019 Board Agenda made by: Kolicia Davis
 - Seconded by: Jerry Cozewith
 - Any discussion: No
 - All in favor: Yes
 - KD X IG X JC X AK X RH RG X
6. **(02 Min. per comment)** Public Comments:

- Linda Williams spoke on behalf of the Cultural Awareness Committee. The 2019-20 school year committee will be comprised of staff members, parents and former students.
- Please see Linda's report.

7. (10 Min.) Treasurer's Report: Robert Gladden/Janeya Hisle

- The Treasurer's Report was not accepted at this time.
- Please see chart handout: Income statement, budget variance for September and Financial Report as of September 30, 2019.

Motion to postpone the vote to approve the Treasurer's Report pending further review and clarification per Charter Choices was made by: Bob Gladden

Seconded by: Jerry Cozewith

- Any discussion: No
- All in favor: Yes
- KD X IG X JC X AK X RH RG X

8. (05 Min.) Administration recommends removal of all technical policies within the Student Handbook and relocating them to the UPCS K-5 website:

- Motion to remove all technical policies within the Student Handbook and relocating them to the UPCS K-5 website pending legal review made by: Isaiah Gwinn
- Seconded by: Jerry Cozewith
- Any discussion: Yes
- Ms. Faith spoke about the relevance of having all technical policies removed from the student handbook.
- Technical policies must be accessible for parents and others at all times. They will appear of the UPCS K-5 website along with any updates. There will be a point of reference in the student handbook that guides to the website to reference the technical policies. Individuals may request a hard copy of the technical policies. A statement for parent signature should be available in the student handbook acknowledging they have access to the internet or may request a hard copy of the technical policies.
- All in favor: Yes
- KD X IG X JC X AK X RH RG X

9. (05 Min.) Administration recommends approval of the 2019-2020 Student Handbook:

- Motion to adopt the 2019-2020 Student Handbook pending legal review was made by: Jerry Cozewith
- Seconded by: Isaiah Gwinn
- Any discussion: No
- All in favor: Yes
- KD X IG X JC X AK X RH RG X

10. (05 Min.) Board recommends the process for speaking during the Public Comments section of a Board meeting:

- Motion to adopt the process for speaking during the Public Comments section of a Board meeting subject to amendment of the policy accordingly was made by: Jerry Cozewith
- Seconded by: Isaiah Gwinn
- Amendment: Add a general e-mail address for example: publiccomments@upcsk5.net; a designee will be named for Janine Macklin; you will be chosen subject to Board approval.
- Any discussion: ___Yes ___No
- All in favor: ___Yes ___No
- KD ___ IG ___ JC ___ AK ___ RH ___ RG ___

11. (05 Min.) Board recommends the process for becoming a parent Board member. The Board recommends deferring the process for nominating a parent board member.

- Motion to defer the process for nominating a parent Board member was made by: Kolicia Davis
- Seconded by: Jerry Cozewith
- Remove Janine Macklin's name; nominating committee needs to be included in the policy; there is a process where parents participate in a committee that will prepare them for a Board experience; you will be chosen subject to Board approval.
- Any discussion: No
- All in favor: Yes
- KD X IG X JC X AK X RH ___ RG X

12. (05 Min.) Legal Update – Kevin McKenna

- Referenced a lawsuit against the Department of Education in regards to fees.

13. (10 Min.) William C. Wade – CEO Update:

- William C. Wade – Spoke about making progress and making changes aligned with the results they are finding within the classroom; this is a turnaround year. Anticipates more turnover, due to the high level of expectations to move the students. Interviewing for K-2 principal at 5 pm on October 24th. Parents, community, staff and board members to meet final candidates in an open forum.
- Stephanie Faith – Spoke about Rachel Bodenlos assisting with fall benchmarks: math are lower than projected and reading is on point with projection. Using the math specialist to help math progress. Data teams have been developed through grade level meetings and they discuss how students need to progress. Friday is a professional development day and teachers will use progress monitoring to see how to help students progress. See Fall Data handout.
- Seth Springer – Operations : security, met with Pittsuirgh Police, and others. Need to purchase Go Bags for police to use when they come into the building. The Go Bags will be housed in each classroom. Thursday's incident, no one entered the building. Our security guard identified one of the students which lead to their capture. There are four cameras outside of the building that caught footage of the incident. Misinformation was given out by someone internally which upset some parents. We have corrected all areas and put additional procedures in place.
- Kolicia Davis – Stated that communication to the Board and to legal needs to immediate in any future situation. Jerry Cozewith wants a communication text message and email sent to the Board members.

14. (05 Min.) Strategy Planning: Kolicia Davis

- Met two weeks ago, making sure that the culture committee making progress. The parent committee is getting ready to move and all other committees are moving in the right direction.

15. (05 Min.) Committee Planning: Kolicia Davis

- In process.

16. (05 Min.) Succession Planning: Ash Kumar

- William C. Wade and Ash Kumar met to discuss what the students need, what the school needs and how do they go about finding the right people.

17. (15 Min.) Facilities and Capital Planning: Roger Hartung/Robert Gladden

- Given in Executive session.

18. Motion to go into Executive Session at approximately 6:45 pm to discuss legal and personnel issues made by: Jerry Cozewith.

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

19. Motion to end Executive Session at 7:39 pm made by: Isaiah Gwinn

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

20. (05 Min.) Personnel Report (To be voted on at the 11-20-19 board meeting)

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 RH RG

21. Motion to adjourn made by: Bob Gladden

Seconded by: Isaiah Gwinn

Any discussion: No

All in favor: Yes

- KD X IG X JC X AK X RH RG X

This meeting is adjourned at 7:40 pm. Thank You.

Respectfully submitted by Janine Macklin, UPCS K-5 Board Secretary.