



**Regular Board Meeting
Minutes**

**Board of Trustees, Urban Pathways K-5 College Charter School
Wednesday, June 17, 2020
5:00 P.M.**

VIRTUAL MEETING Due to COVID-19

Please follow the link below to join the Zoom meeting or dial in at 1-929-205-6099.

The Meeting ID: 831 9085 7829 and Password: 6d6dBm

Join Zoom Meeting

<https://us02web.zoom.us/j/83190857829?pwd=eWp0OHBiYllncy9mTTg4am1FQ243UT09>

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

1. **(01 Min.)** Call to order at 5:12 PM.
2. **(02 Min.)** Pledge of allegiance.
3. **(02 Min.)** Trustee Members present.
 - Jerry Cozewith, Robert Gladden, Kolicia Davis, Paul Spradley, Ash Kumar, Roger Hartung, Thomas Washington, Isaiah Gwinn
 - Legal Representation: Maria Kane, Sabryia Lytes, Holly Schaffer
 - Guests: Marilyn Kail, Michelle Latta, Mike Kelly
 - Staff: William Wade, Janine Macklin, LaTasha Allen, Seth Springer, Jennifer Seitzinger, Rachel Lucas, Dr. Heather Bigney, Gina Potter, Sattarah Bolden
4. **(05 Min.)** Approval of May 20, 2020 Board Minutes:
 - Motion to approve the May 20, 2020 Board Minutes made by: Jerry Cozewith
 - Seconded by: Ash Kumar
 - Any discussion: No
 - All in favor: Yes
 - KD X IG JC X AK X RH X RG X PS X TW
5. **(05 Min.)** Approval of May 29, 2020 Board Minutes:
 - Motion to approve the May 29, 2020 Board Minutes made by: Roger Hartung
 - Seconded by: Robert Gladden
 - Any discussion: No
 - All in favor: Yes
 - KD X IG JC X AK X RH X RG X PS X TW

6. (05 Min.) Approval of the May 29, 2020 Board Agenda:

- Motion to adopt the May 29, 2020 Board Agenda made by: Ash Kumar
- Seconded by: Roger Hartung
- Any discussion: No
- All in favor: Yes
- KD X IG JC X AK X RH X RG X PS X TW

7. (05 Min.) Approval of the June 17, 2020 Board Agenda:

- Motion to adopt the June 17, 2020 Board Agenda made by: Robert Gladden
- Seconded by: Roger Hartung
- Any discussion: Yes
- All in favor: No
- KD X IG X JC X AK X RH X RG X PS X TW X
- Board Member Isaiah Gwinn joined the meeting at this time.
- Board Member Thomas Washington joined the meeting at this time.
- Create a new #11 line item recommending moving \$1,000,000.00 from the undesignated area over to a pandemic contingency fund.

8. (02 Min. per comment) Public Comments:

- No Public Comments were registered.
- Board Member Jerry Cozewith acknowledged that his resignation was received.

9. (10 Min.) Healthcare Discussion:

- Kelly Associates will be the new insurance broker for UPK5CCS.
- Mike Kelly shared savings that will benefit the school and its employees.
- Jerry Cozewith posed a few questions.
- Robert Gladden recused himself from the discussion.

10. (10 Min.) Treasurer’s Report: Robert Gladden

Motion to approve Treasurer’s Report made by: Jerry Cozewith

Seconded by: Roger Hartung

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

11. (05 Min.) Board recommends moving 1 million dollars from the undesignated account into a pandemic contingency fund.

A motion to accept moving 1 million dollars from the undesignated fund into a pandemic contingency fund was made by: Paul Spradley

Seconded by: Roger Hartung

- Any discussion: Yes
- All in favor: Yes
- KD X IG X JC X AK X RH X RG X PS X TW X

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

- Maria Kane gave the report in Executive Session.

13. (15 Min.) William C. Wade – CEO Update:

- This Board meeting will close out the 2019-20 SY.
- Dr. Heather Bigney is our new Special Ed Director.
- Sattarah Bolden is the new Executive Assistant to the CEO and to the Board of Trustees.
- Progress monitoring will be tracked by Rachel Lucas (data person.)
- Charter renewal formal letter of interest will be drafted by the CEO and attorneys.
- Marketing team is still working on UPK5CCS brand and exposure.
- UPK5CCS is ready for reopening, it sent 2 polls to parents asking if they are comfortable with reopening among other questions.
- Safety for our students is first priority.
- Seth Springer gave an account on changes that will be made for safety: plexiglass, split buses, extra security, temperatures being taken at the door. Markings for 6 feet apart, proper hand washing stations and signs and times, looking into plexiglass going around each individual desk, masks for students and staff, no visitors allowed in the building, we will walk students out to cars, 2nd custodian and 2nd nurse,
- Kolicia Davis wants administration to check on mask filters and PDE plan/guidelines.
- A committee will be formed, Board members Isaiah Gwinn and Kolicia Davis will be part of the committee.
- William Wade stated that in the event we are unable to return to school, we are also ready and will ramp up the virtual learning plan. They are also ready if the school will be open.
- Parents can select online or in person learning for their students.
- The school needs to know ASAP what families preferences are, it will affect the budget.
- Spacing and seating plan will be provided to the Board Chair Kolicia Davis.
- Staggered day plan, keeping siblings on the same day.
- UPK5CCS will be required to provide 25 hours a week of instruction by law.

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

- Kolicia Davis stated that we are following the CDC guidelines and living in our strategy. Reopening in the Fall is a work in progress and we are not looking for additional building space at this time.

15. Motion to enter into Executive Session to discuss legal and personnel issues at 6:21 PM: Ash Kumar

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

16. Motion to end Executive Session at 7:56 PM made by: Robert Gladden

- Seconded by: Roger Hartung
- Any discussion: No
- All in favor: Yes
- KD X IG X JC X AK X RH X RG X PS X TW X

17. (05 Min.) Administration recommends updated pay scales for UPK5CCS Staff and Administration.
This item has been tabled until the June 29th Board Meeting.

A motion to accept the updated pay scales for UPK5CCS Staff and Administration was made
by:

- Seconded by: _____
- Any discussion ___Yes ___No
- All in favor: ___Yes ___No
- KD ___ IG ___ JC ___ AK ___ RH ___ RG ___ PS ___ TW ___

18. (05 Min.) Personnel Report (May) **NONE**

A motion to accept the May Personnel Report was made by:

- Seconded by: _____
- Any discussion ___Yes ___No
- All in favor: ___Yes ___No
- KD ___ IG ___ JC ___ AK ___ RH ___ RG ___ PS ___ TW ___

19. Motion to adjourn made by: Ash Kumar

Seconded by: Thomas Washington

Any discussion: No

All in favor: Yes

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

This meeting adjourned at 7:31 PM.

Respectfully submitted by:

Janine Macklin

Executive Assistant to the Board of Trustees