

**Urban Dove Team Charter School & Urban Dove Team Charter School II  
Board Meeting Minutes, Tuesday, July 30<sup>th</sup>, 2019**

Present: Patricia Charlemagne, Andrew Ehigiator, Mike Grandis, Jai Nanda,  
Wanda Morales, Patrick Fagan, Spencer Rothschild, Heather Bushong,  
Sharon Aiuvalasit and Amit Bahl.

Absent: Kevin Turton

Public observer: None

**Meeting Minutes**

**I. Opening Items**

The meeting was called to order at 6:15 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from the June meeting was unanimously adopted and approved.

The highlight of the School Leaders' Reports and Dashboards included:

1. Regents data from UD Team from June saw large increases over last year, August results still have to be included. Regent data from UD Team II was only for Global and was large increase over Year 1 of UD Team.
2. One summer session is under way, Regents prep will take place in August
3. Enrollment for UD Team BK is 53, for BX is 61, both increases over last year.

**II. Public Comment**

No public comment.

**III. Academics**

- a. Included in SL Report

**IV. Finance**

- a. Financial Review: Unaudited End of Year financials show strong performance for both schools, with surpluses at year end. Audit scheduled to being in September and on target for Nov. 1 completion.

**V. Governance**

- a. The first section of the NYSED Annual Report is ready and will be submitted on time

**VI. Other Business, As Needed**

N/A

**VII. Adjournment**

Next meeting will be held on Tuesday, August 6<sup>th</sup>. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

**Urban Dove Team Charter School & Urban Dove Team Charter School II  
Board Meeting Minutes, Tuesday, August 6<sup>th</sup>, 2019**

Present: Andrew Ehigiator, Mike Grandis, Jai Nanda, Wanda Morales, Patrick Fagan, Spencer Rothschild, Heather Bushong, Sharon Aiuvalasit and Amit Bahl.

Absent: Kevin Turton, Patricia Charlemagne

Public observer: None

**Meeting Minutes**

**I. Opening Items**

The meeting was called to order at 6:15 PM and attendance was taken. The Agenda was unanimously adopted and approved.

**II. Public Comment**

No public comment.

**III. Academics**

a. None

**IV. Finance**

a. None

**V. Governance**

a. None

**VI. Other Business, As Needed**

Jai Nanda gave an update on the real estate negotiations with East Midwood Jewish Center

**VII. Adjournment**

Next meeting will be held on Tuesday, September 17<sup>th</sup>. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:40 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, September 17<sup>h</sup>, 2019**

Present: Andrew Ehigiator, Mike Grandis, Jai Nanda, Wanda Morales, Patrick Fagan, Spencer Rothschild, Heather Bushong, Sharon Aiuvalasit and Amit Bahl, Kevin Turton, Patricia Charlemagne

Absent:

Public observer: None

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:15 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from July and August meetings were unanimously adopted and approved.

School Leader Report Highlights:

Brooklyn

Enrollment is ahead of last year with 89 students enrolled  
August Regent data collected – an additional 11 students graduated  
Parent orientation was held for all students  
Dove Day is Saturday, Sept. 21<sup>st</sup>

Bronx

Enrollment is ahead of last year with 96 enrolled  
An additional two students passed the US History Regent in August  
Orientation was held for all students and families

#### **II. Public Comment**

No public comment.

#### **III. Academics**

a. August Regent data included in School Leader Report

#### **IV. Finance**

- a. Financials are in good condition
- b. Audit for 2018-2019 is under way and on track to be completed by Nov. 1 deadline
- c. Both schools show positive balances at June 30, 2019

#### **V. Governance**

- a. Evaluation of Urban Dove's 2018-2019 CMO services was presented, all 3s and 4s on evaluation Rubric (1-4 scale).
- b. No changes to fees or services were made for the 2019-2020 school year

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE CMO 2019-2020 CONTRACT WITH SPENCER ROTHSCHILD ABSTAINING AS A MEMBER OF THE URBAN DOVE BOARD.

- c. UD Team attorney Susan Briggs worked with staff to update the Student & Family Handbook.

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY VOTED TO APPROVE REVISED STUDENT & FAMILY HANDBOOK AND WILL FORWARD TO NYSED CSO.

- d. UD Team Board reviewed the License Agreement for new space at 671 Prospect Avenue, which will house UD Team II starting in fall 2020.

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE LICENSE AGREEMENT FOR 671 PROSPECT AVENUE BETWEEN URBAN DOVE AND UD TEAM II WITH SPENCER ROTHSCHILD ABSTAINING AS A MEMBER OF THE URBAN DOVE BOARD AND WILL FORWARD TO NYSED CSO.

**VI. Other Business, As Needed**

Jai Nanda gave an update on the real estate negotiations with East Midwood Jewish Center

**VII. Adjournment**

Next meeting will be held on Tuesday, October 22<sup>nd</sup>. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, October 22<sup>nd</sup>, 2019

Present: Andrew Ehigiator, Mike Grandis, Jai Nanda, Wanda Morales, Patrick Fagan, Spencer Rothschild, Heather Bushong, Sharon Aiuvalasit and Amit Bahl

Absent: Kevin Turton, Patricia Charlemagne

Public observer: None

### Meeting Minutes

#### **I. Opening Items**

The meeting was called to order at 6:10 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from September meeting was unanimously adopted and approved.

School Leader Report Highlights:

Brooklyn

Parent-Teacher Conferences this week, mid trimester progress reports out  
Attendance Coordinator focused on bringing students who are below 60% up above 60%  
Need to hire on School Aide position

Bronx

Enrollment is nearly complete  
One Coach position needs to be filled due to a resignation  
Neighborhood gang issues are affecting attendance, need interventions to address safety

#### **II. Public Comment**

No public comment.

#### **III. Academics**

a. N/A

#### **IV. Finance**

- a. David Ashenfarb from Schall & Ashenfarb went through the draft audited financials with the board – clean report, surplus of cash, no significant deficiencies to report, 81% of expenses on program and instruction. Good and smooth Audit process with Rose Temba and CMO.
- b. **After a motion made and duly seconded, the Board unanimously approved to adopt the Draft Audited Financials and authorized auditors to issue final documents.**
- c. Monthly financials are in good shape for both schools

**V. Governance**

- a. School Leader evaluations were completed in October. Four Board members met in person with Sharon and Amit. All data was reviewed, including staff surveys, 360 surveys, Leadership Team surveys, self-evaluations and Jai's evaluations. Both school leaders were given positive reviews and are performing strongly in their roles.

**VI. Other Business, As Needed**

Jai Nanda gave an update on the real estate process of both the Bronx and Brooklyn buildings for 2019-2020. Both are progressing on track for a fall 2020 opening.

**VII. Adjournment**

Next meeting will be held on Tuesday, November 19<sup>th</sup>. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:35 PM.

Respectfully Submitted,

*Heather Bushong*  
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Heather Bushong, Secretary

**Urban Dove Team Charter School & Urban Dove Team Charter School II  
Board Meeting Minutes, Tuesday, November 19<sup>th</sup>, 2019**

Present: Andrew Ehigiator, Mike Grandis, Jai Nanda, Spencer Rothschild,  
Heather Bushong, Sharon Aiuvalasit and Amit Bahl

Absent: Kevin Turton, Patricia Charlemagne, Wanda Morales, Patrick Fagan

Public observer: None

**Meeting Minutes**

**I. Opening Items**

The meeting was called to order at 6:07 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from October meeting was unanimously adopted and approved.

School Leader Report Highlights:

Brooklyn

Enrollment at 94, slightly ahead of last year

Year 3 attendance is lowest, affecting credit accumulation

Student parent has reached out to the Board for an appeal of expulsion, Jai will respond

Bronx

Enrollment is complete

56 families attended Parent-Teacher night

Space is an issue affecting all aspects of school, including attendance and engagement

**II. Public Comment**

No public comment.

**III. Academics**

a. Mid-Trimester data was shared

**IV. Finance**

a. Monthly financials are in good shape for both schools

b. Billing for UD Team II is off due to human error, will be corrected in next billing in November

**V. Governance**

a. N/A

**VI. Other Business, As Needed**



Jai Nanda gave an update on the real estate process of both the Bronx and Brooklyn buildings for 2019-2020. Both are progressing on track for a fall 2020 opening.

**VII. Adjournment**

Next meeting will be held on Tuesday, December 17. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, December 17, 2019**

Present: Andrew Ehigiator, Mike Grandis, Jai Nanda, Heather Bushong, Kevin Turton, Wanda Morales, Sharon Aiuvalasit and Amit Bahl

Absent: Patricia Charlemagne, Spencer Rothschild, Patrick Fagan

Public observer: Dana Derchin

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:11 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from the November meeting were unanimously adopted and approved.

School Leader Report Highlights:

Brooklyn

- Student performance trimester one data available in January.
- Had to dismiss early due to lack of heat two days in the past few weeks, heat working now.
- Amit had a great day as a “student”. In 2020 each board member is encouraged to do this immersion.
- Attendance stayed steady in October and November.
- Spirit week this week.
- Boys team trip to Philadelphia - very successful. Toured Drexel, stayed overnight, played another charter school in basketball. Girls volleyball teams going in February
- Announced new location with phone blast, email and snail mail. So far kids are excited. Dana said there was concern about transportation, kids not as concerned about difficulties with the community
- Still enrolling for year one - through January. 96 total. 100% fully staffed.
- Camillia Carvey will be the new Director of Operations, effective Jan. 1, 2020 and will replace Mark Stevens. She will have check signing authorization.

Bronx

- Finals - taken seriously. Second try to fly week - not well attended.
- Trimester 1 awards just completed - first time with two leagues.
- Attendance needs to improve – Interventions planned to get them to school one day a week more.
- Also spirit week.
- Team 103 won title at Inncity Rise JV Basketball League.
- Fully enrolled (over enrolled).

#### **II. Public Comment**

Dana Derchin, SS teacher at UD Team was in attendance. No comments other than she is “happy to be here.”

### **III. Academics**

Trimester one data to be reviewed in January

### **IV. Finance**

- a. Monthly financials are in good shape for both schools
- b. Billing for UD Team II is still off due to human error, will be corrected in next billing
- c. Billing issues with IEP students, need to discuss with DOE to understand policy moving forward, Jai will reach out.

### **V. Governance**

- a. Employee Handbook was updated to reflect new language in the Paid Parental Leave policy.

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED THE UPDATES TO THE EMPLOYEE HANDBOOK

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED THE LICENSE AGREEMENT WITH URBAN DOVE, INC. FOR 1256 E. 21<sup>st</sup> STREET.

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY ADOPTED A RESOLUTION REQUESTING A REVISION REQUEST TO NYSED CSO FOR A CHANGE IN CSD FOR UD TEAM

### **VI. Other Business, As Needed**

Jai Nanda gave an update on the real estate process of both the Bronx and Brooklyn buildings for 2019-2020.

### **VII. Adjournment**

Next meeting will be held on Tuesday, January 14 . With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:23 PM.

Respectfully Submitted,

*Heather Bushong*

Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, January 14, 2020**

Present: Andrew Ehigiator, Mike Grandis, Jai Nanda, Patricia Charlemagne  
Heather Bushong, Wanda Morales, Sharon Aiuvalasit and Amit Bahl

Absent: Patrick Fagan, Spencer Rothschild, Kevin Turton

Public observer: Dana Derchin

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:10 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from the December meeting were unanimously adopted and approved.

School Leader Report Highlights:

Bronx

- Trimester 1 passing rates and survey results:
- 56% passing rate (correlation to declining attendance) The kids that come are passing. Issue with 3:45-4:40 class. Kids leaving early.
- League 2 finding Living Environment more challenging than Drama.
- Attendance incentives are helping, but not enough. Will get back to us with more incentives

Brooklyn

- Trimester 1 – happy with results. Up to 10 point increase in leagues.
- In Regents Mode next week. Exams in 4 subjects.
- Two new staff members – art teacher and data programmer.
- Enrollment 102.
- Guidance counselor at Midwood High School said there is a real need for our school.
- Amit attributes good attendance to (a) push to graduation and (b) allowing those who are passing 4 out of 5 classes to go out for lunch.
- Parent meetings tonight and Saturday

#### **II. Public Comment**

None

#### **III. Academics**

See SL Reports

#### **IV. Finance**

- a. Monthly financials are in good shape for both schools

- b. Billing for UD Team II is still off - will see reconciliation in future months
- c. Billing issues with IEP students
- d. SPED – will catch up by June
- e. Options – perhaps put science in Year 1.

**V. Other Business, As Needed**

REAL ESTATE:

Brooklyn – Asbestos removal is wrapping up this week. 6 GC bids were received, interviewing 3 lowest bids

A community group has organized and is agitating. 2-3 letters to editor in last weeks. Painting us as unsafe school. 2 FOIL requests for data on infractions and 911 calls. 40 complaints about work without permit.

**VI. Adjournment**

Next meeting will be held on Tuesday, February 11 . With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:06 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, February 11, 2020**

Present: Andrew Ehigiator, Patick Fagan; Mike Grandis, Jai Nanda, Heather Bushong, Spencer Rothschild; Sharon Aiuvalasit and Amit Bahl

Absent: Patricia Charlemagne; Kevin Turton; Wanda Morales;

Public observer: Loretta Grief

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:10 PM and attendance was taken. The Agenda was unanimously adopted and approved. Minutes from the January meeting were unanimously adopted and approved.

School Leader Report Highlights:

Bronx

- 38% of ELA regents passed with 9% at college ready score
- Trimester 2 passing rates are 47%
- P/SAT in March.
- Full partner with Writing Revolution (accepted)
- 17 Families came to Family Game Night (and more kids)
- Launching Stop It Anti-bullying app (kids can report anonymously)
- Recruitment for next year has begun
- Attendance increase since returning from break
- Attendance coordinator is doing home visits and contracts - kids who sign contract are coming.

Brooklyn

- Happy with January Regents.
- Pass rate
- Fully enrolled, enrollment for next year beginning
- Midwood building Open House successful. Took teachers on Saturday tour. Feels like a school. Size is perfect. Abatement work continues
- Parent and staff surveys for mid-year NYSED visit has been distributed

#### **II. Public Comment**

None

#### **III. Academics**

See SL Reports

#### **IV. Finance**

- a. Monthly financials are in good shape for both schools

- b. Billing issues with IEP students in Bronx. SPED funding disallowed for year 1 students taking drama. In Brooklyn, we've been getting funding for drama for years. Unclear why different.
- c. Draft 990 reviewed, two non-material changes - add Heather Bushong to Board list and correct Urban Dove address.

**With a motion made and duly seconded, the Board unanimously approved the draft 990 for submittal with the two non-material changes. Patrick Fagan, Treasurer, has submitted approval for electronic filing.**

**V. Governance.**

We have received two Foil requests from Midwood, UD Team counsel is reviewing and drafting a response. Former employees are also receiving calls asking them to speak about Urban Dove.

**VI. Other Business, As Needed**

Brooklyn – Hired GC. Anticipate contract will be signed this week.

**VII. Adjournment**

Next meeting will be held on Tuesday, March 17. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:06 PM.

Respectfully Submitted,

*Heather Bushong*  
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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, March 17, 2020**

Present: Andrew Ehigiator: Mike Grandis, Jai Nanda, Heather Bushong, Patricia Charlemagne, Spencer Rothschild; Sharon Aiuvalasit and Amit Bahl

Absent: Kevin Turton; Wanda Morales; Patrick Fagan

Public observer: None

### **Meeting Minutes**

#### **I. Opening Items New Reality**

The meeting was called to order at 6:10 PM and attendance was taken. After discussing the school closures, the Agenda was unanimously adopted and approved. Minutes from the February meeting were unanimously adopted and approved.

School Leader Report Highlights:

Combined Bronx and Brooklyn report on closures and plans going forward:

- School leaders in constant contact with parents
- 90% of students had phone with access to google. X-box.
- Comcast doing free internet.
- Kids who don't have phones are getting chrome books.
- Staff are calling families with new information. Coaches are calling the families. Teachers have google voice numbers to keep personal numbers private.
- Remote services provided to kids with IEP's
- Coaches providing health curriculum (exercise classes)
- SED asking for documentation. Take attendance. Show that you're doing your best, you've tried to do the things in your charter.
- Google classroom is the hub for online learning. Teachers have been trained
- Khan Academy, Achieve and 180 programs will all be used to supplement google classroom. Leadership will monitor progress. Kids started with assignments today.
- Recruitment for next year will have to be closely monitored.

#### **II. Public Comment**

None

#### **III. Academics**

See SL Reports



**IV. Finance**

- a. Monthly financials are in good shape for both schools
- b. Update on billing issues with IEP students in Bronx. SPED funding disallowed for year 1 students taking drama – but a week ago received confirmation that we should have been allowed to do add it to the IEP. We have asked for an amendment that back dates billing. Will ruling carry forward? Believe so.

**V. Governance.**

- a. All FOIL requests have been responded to and there is no response owed at this time.

**VI. Other Business, As Needed.**

Real estate: work continues on both Brooklyn and Bronx buildings at the moment, will continue to provide updates if impacted by COVID-19

**VII. Adjournment**

Next meeting will be held on Tuesday, April 21<sup>st</sup>. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:03 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, April 21, 2020**

Present: Andrew Ehigiator; Mike Grandis, Jai Nanda, Heather Bushong, Spencer Rothschild; Wanda Morales; Patrick Fagan Sharon Aiuvalasit and Amit Bahl

Absent: Kevin Turton, Patricia Charlemagne

Public observer: Dana Derchin, Loretta Grief

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:08 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from the March meeting were unanimously adopted and approved.

School Leader Report Highlights:

Combined Bronx and Brooklyn report on distance learning:

- Best practices for communicating with students. Students impressed with the outreach, but was perhaps a bit overbearing.
- Now doing a more reasonable approach. Evaluating success by attendance, (did you connect with staff member) and completion of assignments
- Pass rates lower than trimester 2.
- Nearly all students have signed up for their classes, about 50% of students engaged consistently
- DOE giving computers to kids with IEP/in foster care or in Shelter.
- Social workers, staff and mentors have compiled list of families who need food, cleaning supplies and UD is sending care packages as needed to families
- Issue – internet – if families owe any money, can't get wifi.
- School leaders in constant contact with parents
- IEP's. Mandated counselors are continuing to work with students. Social workers doing weekly sessions. Filling out releases and using google meets (not zoom). SPED teachers ensuring that specially designed instructions are being implemented. Getting same interventions as in classroom.
- Loretta figured out how to get "read-alouds" done. Spanish students – Spanish instruction piece.
- IEP meetings still take place, including parent participation.
- Parent-Teacher conferences will be virtual, as will PTA meetings

## II. Public Comment

None

## III. Academics

See SL Reports

## IV. Finance

- a. Funding for next year – charter schools looking flat for next year.
- b. Apply for payment protection program. Hopeful that comes through. 75% to be used for payroll, 25% for rent and other expenditures. If we use for these purposes, loan forgiven. Otherwise, repay in two years with 1% interest. Board reviewed UD Team’s eligibility for the program and financial situation of UD Team now and going forward.

**After a motion made and duly seconded, the Board unanimously approved the attached resolution (Appendix A attached to these Minutes) to apply for a Paycheck Protection Plan loan through Signature Bank.**

- c. Update on billing issues with IEP students in Bronx: awaiting decision from DOE CSE on providing backdated amendments.

## V. Governance.

- a. FOIL request responses obviously delayed

## VI. Other Business, As Needed.

Work stoppage limited to 3 weeks, but both sites back up and running now that Executive Orders have deemed school construction “essential.”

Big question on summer school. Is it online or not. Once we know these things, can plan.

## VII. Adjournment

Next meeting will be held on Tuesday, May 19th. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:23 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, May 19, 2020**

Present: Andrew Ehigiator: Mike Grandis, Jai Nanda, Heather Bushong, Patricia Charlemagne, Spencer Rothschild; Wanda Morales; Patrick Fagan  
Kevin Turton, Sharon Aiuvalasit and Amit Bahl

Absent: Wanda Morales

Public observer: Dana Derchin, Loretta Grief, Megan Miller, Richard Dobbins, Isabelle King

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:08 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from the April meeting were unanimously adopted and approved.

School Leader Report Highlights:

Combined Bronx and Brooklyn report on distance learning:

- Virtual parent teacher conference took place last week
- Laptops and hotspots have been distributed to all students who needed them.
- School aides contacting parents to keep them in the loop.
- Only a handful of students have not been in communication at all.
- Social workers are continuing to offer mandated counseling. If we know there is an abusive situation going on, we still call ACS.
- Virtual Summer school was announced by DOE today – not clear how charters will participate
- SED virtual visit for Bronx is tomorrow, May 20th from 10:00 – 1:00. Recorded an English class. Brooklyn is June 8.
- Virtual graduation and end of year awards ceremonies being planned

#### **II. Public Comment**

No public comment

#### **III. Academics**

See SL Reports

#### **IV. Finance**

- a. Monthly financials look good. Expenses for May and June will go down because there are many things we are not paying for now. Challenge will be next school year.

## V. Governance

- a. PPL funds have arrived. A separate bank account has been set up to track the funds.
- b. UD has been invited to participate in the CEI grant application to the USDOE.

**After a motion made, and duly seconded, the board unanimously approved UD's participation in the grant application – Mike Grandis will execute the MOU when available.**

- c. UD is proposing a one-time enrollment modification for the upcoming school year. Issue has been discussed with NYSED. UD proposes taking Overaged graduating 8<sup>th</sup> graders and OA/UC sophomores in addition to current eligible students. Once approved by NYSED, out reach will begin.

**After a motion made, and duly seconded, the board unanimously approved the one-time enrollment modification.**

### **EXECUTIVE SESSION:**

**After a motion made and duly seconded, the board unanimously approved going into Executive Session to discuss a staffing issue.**

**After a motion made and duly seconded, the board unanimously approved exiting the Executive Session.**

## VI. Real Estate updates

Work continues on both school sites.

## VII. Adjournment

Next meeting will be held on Wednesday, June 24. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:28 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Wednesday June 24, 2020**

Present: Andrew Ehigiator: Mike Grandis, Jai Nanda, Heather Bushong, Patricia Charlemagne, Spencer Rothschild; Patrick Fagan Kevin Turton, Sharon Aiuvalasit and Amit Bahl

Absent: Wanda Morales

Public observer: Joseph Boem

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:09 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from the May meeting were unanimously adopted and approved.

School Leader Report Highlights:

Combined Bronx and Brooklyn report on distance learning:

Sharon

- Increase in engagement in May in all categories. Enrollment in Distance learning. Students have completed final projects in lieu of regents exams.
- Summer school getting ready. Two sessions: one in July, one in August.
- Brooklyn graduation – since no traditional ceremony, have been dropping off cap and gowns and diplomas with a parade of cars. Tomorrow is virtual ceremony. Board has link to ceremony. Students will get video. People driving down the street were honking horns.

#### **II. Public Comment**

No Public Comment

#### **III. Academics**

Trimester Three and end of year data will be available at July meeting.

#### **IV. Finance**

- a. Monthly financials strong for both schools, projecting healthy end of year
- b. UD Team II Bronx not fully reconciled with DOE on SpEd billing for students who had their IEP incorrectly entered by DOE, conversations are continuing, hopefully will have a positive resolution soon.
- c. We have engaged the Auditors to start work in August. Schall & Ashenfarb. Will review records – process underway.
- d. 2020 – 2021 Draft budgets - Per pupil rate is holding steady (maybe going down \$100 per kid). Looking at a possible 20% cut to education. Federal

- aid to schools is being discussed but no details are confirmed. As information becomes available, adjustments may be needed.
- e. Multiple budget scenarios presented, best case to worst case scenarios, will keep all options open as the year progresses.
  - f. Budgets assume a return to school buildings in some capacity.

WITH A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED THE BUDGETS FOR BOTH SCHOOLS FOR THE 2020-2021 SCHOOL YEAR, WITH THE UNDERSTANDING THAT FUTURE CHANGES BY NEW YORK STATE MAY REQUIRE UPDATES.

**V. Governance**

The Board discussed each members re-election.

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED TO RE-ELECT TO ANOTHER THREE YEAR TERM – PATRICK FAGAN, PATRICIA CHARLEMAGNE, ANDREW EHIGIATOR and KEVIN TURTON

Calendar of Board Meetings for 2020-2021 will be approved once the DOE School Calendar is released. Next Board meeting will be July 28<sup>th</sup>, 2020.

**VI. Real Estate updates**

Work continues on both school sites.

**VII. Adjournment**

Next meeting will be held on July 28. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:23 PM.

Respectfully Submitted,

*Heather Bushong*

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Heather Bushong, Secretary