

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, July 26, 2022

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis;
Heather Bushong; Spencer Rothschild; Jai Nanda

Absent:

Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:05 PM and attendance was taken. Agenda and previous Minutes from June 28, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Celebratory June. Graduation, athletic banquets, Regents (results in August)
- Enrollment – triple where it was last year. Anticipating a rush of kids in August. Mailings, social media ads planned for 2nd week of August
- Summer program – 60 participants enrolled in Brooklyn; Bronx 83 enrolled in session 1, 86 for session 2

II. Public Comment None

III. Academic

Full report in August

IV. Finance

Board reviewed capital expenses to date and projections to total completion for both schools. Projected to be just under \$6.5MM which is \$1MM over budget.

WITH A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED THE TERMS OF THE CAPITAL EXPENSE RECONCILIATION BETWEEN URBAN DOVE, INC AND UD TEAM ED CORP. THE BOARD AUTHORIZED UD TEAM EXECUTING A WRITTEN MOU WITH THE URBAN DOVE, INC. TO MEMORIALIZE THE TERMS OF THE AGREEMENT.

V. Governance

- No items

VI. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 6:31 PM. Next meeting is Tuesday, August 23, 2022.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, August 23, 2022

Present: Andrew Ehigiator; Patrick Fagan; Mike Grandis; Heather Bushong; Spencer Rothschild; Jai Nanda
Absent: Patricia Charlemagne
Public observer: None

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 July 26, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Successful Network retreat at Camp Mac-Kee-Nac.
- Enrollment up. 25 in Brooklyn, 31 in Bronx.
- Recruiting continuous. Nationwide shortage of teachers.
- BRONX DOVE DAY OCTOBER 15 – Community day. 12:00-4:00.

II. Public Comment None

III. Academic

Review of T3 Credit pass rates – nearly double from last year.

IV. Finance

Monthly review of financials in good order

V. Governance

- Bronx renewal submitted August 16. Next step is setting up site visit.
- Westchester application will wait until next RFP, will continue outreach and meetings
- SL evaluation scheduled for Tuesday September 13 5:00-6:30.
- Reminder: October 18 meeting in Bronx.

VI. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 6:45: PM. Next meeting is Tuesday, September 20, 2022.

Respectfully Submitted,



Heather Bushong, Secretary

**Urban Dove Team & Urban Dove Team Charter School II
Board Meeting Minutes, Tuesday, September 20, 2022**

Present: Andrew Ehigiator; Patrick Fagan; Mike Grandis; Heather Bushong; Spencer Rothschild; Patricia Charlemagne; Amit Bahl; Chris Barfield; Jai Nanda

Absent:

Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:14 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from August 23, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Start of school first week of September with “training camp” for all students
- Over 100 credits earned and 5 Aug. graduates this summer
- Enrollment at both schools well ahead of last year

II. Public Comment None

III. Academic

Board reviewed draft School Leader Annual Plans. Comments and edits ahead of adoption at October board meeting.

IV. Finance

Monthly review of financials in good order

V. Governance

- Bronx renewal on track – awaiting date of site visit
- Board reviewed the 2022-2023 CMO evaluation and updated CMO contract

After a motion made and duly seconded, the Board unanimously approved the 2022-2023 CMO contract with Spencer Rothschild abstaining

VI. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 7:00 PM. Next meeting is Tuesday, 18th, 2022.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, October 18, 2022

Present: Andrew Ehigiator; Patrick Fagan; Mike Grandis; Heather Bushong; Spencer Rothschild; Amit Bahl; Chris Barfield; Jai Nanda
Absent: Patricia Charlemagne
Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 4:16 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from September 20, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Attendance up in both schools
- Teachers have been observed by DCI
- College fair at Javits Center, college tours starting
- Internships starting soon. Workforce manager looking for outside internships
- Parent teacher conferences in person next week
- Saturday school started (gym and weight room open)

II. Public Comment None

III. Academic

After a motion made and duly seconded, the Board unanimously approved the 2022-2023 School Leaders Plan

IV. Finance

Monthly financials are strong.

V. Governance

- Bronx renewal visit November 16 and 17th. Includes Board focus group (zoom).
- Hearing is Thursday October 20 at 5:30 on zoom.
- Regent Ferrer visiting on November 10 (10:00 – 12:00).

VI. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 4:59 PM. Next meeting is Tuesday, Nov. 22, 2022.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, November 22, 2022

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis;
Heather Bushong; Spencer Rothschild; Amit Bahl; Chris Barfield; Jai Nanda

Absent:

Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:06 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from October 18, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- One Dove PD held on election day; Parent teacher conferences were held

II. Public Comment None

III. Academic

Review of Mid-Trimester pass rates, ahead of last year.

IV. Finance

- Monthly financials continue to be strong.
- All financial compliance documents were submitted on time.

After a motion made and duly seconded, the Board unanimously adopted the Audited Financial Statements

V. Governance

- Regent Ferrer, David Frank and Lisa Long visited UD Team II Bronx
- NYSED renewal visit completed last week. Consultant was able to visit all areas of the school and meet with all focus groups. A report will be issued for review

After a motion made and duly seconded, the Board unanimously approved submission of enrollment adjustment request to SED.

VI. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 6:37 PM. Next meeting is Tuesday, December 20, 2022.

Respectfully Submitted,



Heather Bushong, Secretary

**Urban Dove Team & Urban Dove Team Charter School II
Board Meeting Minutes, Tuesday, December 20, 2022**

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis;
Heather Bushong; Spencer Rothschild; Amit Bahl; Chris Barfield; Jai Nanda

Absent:

Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from November 22, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- T 1 attendance data shows significant gains from last year
- Enrollment near full in BX, increasing in BK
- College credits possible at pilot program at Kingsborough

II. Public Comment None

III. Academic

Trimester 1 pass rates show significant increase from last year

Year 1 in Brooklyn has one team with a gap between Pass Rate and Attendance that needs to be examined

IV. Finance

- Monthly financials continue to be strong.
- Discussion of potentially investing escrow money

With a motion made and duly seconded the Board voted to enter Executive Session to discuss a Personnel matter.

With a motion made and duly seconded the Board voted to exit Executive Session.

V. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 7:05 PM. Next meeting is Tuesday, January 17, 2023.

Respectfully Submitted,



Heather Bushong, Secretary

**Urban Dove Team & Urban Dove Team Charter School II
Board Meeting Minutes, Thursday, January 26, 2023**

Present: Andrew Ehigiator; Mike Grandis; Spencer Rothschild; Amit Bahl; Chris Barfield; Jai Nanda
Absent: Patricia Charlemagne, Patrick Fagan, Heather Bushong
Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 5:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from December 20, 2022 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Leadership Surveys results highlighted
- Enrollment increasing in BK
- Network PDs upcoming

II. Public Comment None

III. Academic

Regents Week well attended, results available at February meeting

IV. Finance

- Monthly financials continue to be strong.

V. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 5:37 PM. Next meeting is Thursday, February 16, 2023.

Respectfully Submitted,



Jai Nanda, in lieu of Secretary

**Urban Dove Team & Urban Dove Team Charter School II
Board Meeting Minutes, Thursday, February 16, 2023**

Present: Patricia Charlemagne, Patrick Fagan, Heather Bushong, Andrew Ehigiator;
Mike Grandis; Amit Bahl; Chris Barfield; Melissa Morales, Jai Nanda

Absent: Spencer Rothschild

Public observer: None

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from January 26, 2023 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- January Regent results
- Melissa Morales addressed board

II. Public Comment None

III. Academic

Mid-trimester 2 attendance and pass rates reviewed

IV. Finance

- Financials are strong
- UD Team Brooklyn enrollment approaching capacity for Year 1

V. Governance

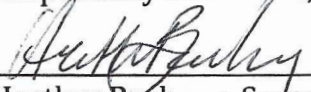
- Code of Conduct amendment from Advocates for Children proposed re: Special Ed student expulsion.
- Some proposed suggestions to our Code of Conduct by Legal Aid
- New UD Team II Bronx School leader: Melissa Morales

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY VOTED TO HIRE MELISSA MORALES AS UD TEAM II BRONX SCHOOL LEADER

VI. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 6:42 PM. Next meeting is Tuesday, March 21, 2023.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, March 21st, 2023

Present: Patrick Fagan, Andrew Ehigiator; Mike Grandis; Spencer Rothschild, Amit Bahl; Chris Barfield; Melissa Morales, Jai Nanda
Absent: Patricia Charlemagne, Heather Bushong
Public observer: Christian Rivera

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from February 16, 2023 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Enrollment has begun for next year
- Spring sports are starting
- Job fairs and hiring for next year underway

II. Public Comment None

III. Academic

T2 data will be available at April meeting

IV. Finance

- Financials are strong

With a motion made and duly seconded, the Board unanimously approved the moving of the UD Team II accounts from Signature to Citibank. Additionally, the Board approved the moving of surplus cash funds into an interest-bearing account(s) as recommended by a Financial Advisor.

V. Governance

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY VOTED TO ENTER EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER

VI. Adjournment

The Board voted to exit Executive Session at 7:14 PM and with no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned. Next meeting is Tuesday, April 25, 2023.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, April 25, 2023

Present: Heather Bushong, Patricia Charlemagne, Andrew Ehigiator; Mike Grandis;
Spencer Rothschild, Amit Bahl; Chris Barfield; Melissa Morales, Jai Nanda
Absent: Patrick Fagan
Public observer:

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 (with addition of 990 Review). Minutes from March 21, 2023 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- T2 pass rates increased from last year
- Attendance is up at both schools
- Spring sports – volleyball, basketball and flag football. Bronx has baseball and softball.
- Decision day for seniors will be shared with entire school May 5
- Recruitment for next year underway. Board updates will begin next month

II. Public Comment None

III. Finance

- Monthly financials are strong.
- Submitted last per pupil payment. Met enrollment budget targets for both schools, SpEd in Brooklyn off by a few students.
- Bank transfers from Signature to Citibank underway. Escrow account to be set up at Citi.

With a motion made and duly seconded, the Board unanimously approved the draft Form 990, pending material changes. (Any material changes will come back to the board for review/vote.)

IV. Governance

- NYS Budget has not passed yet, awaiting decision on Zombies
- Evening with the Dove May 16.

V. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 7:05 PM. Next meeting is Tuesday, May 23, 2023.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday, May 23, 2023

Present: Heather Bushong, Patricia Charlemagne, Patrick Fagan; Mike Grandis; Spencer Rothschild, Amit Bahl; Chris Barfield; Melissa Morales, Jai Nanda

Absent: Andrew Ehigiator

Public observer:

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:06 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from April 25, 2023 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Prepping for Regents, graduation and summer school
- Summer school open to new students
- Sports winding down.
- Enrollment underway for 23-24
- Monday June 26 graduations for both schools

II. Public Comment None

III. Finance

- Closing revenue gap in Brooklyn with increased enrollment
- Draft budgets for 23-24 reviewed
- 401K matching – new expense beginning July 1, 2023

IV. Governance

- 14 zombies to be approved in NYC, but no language on who would be authorizing them. SUNY looks to be controlling.
- June 21 Annual board meeting 6 PM

V. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 6:58 PM. Next meeting is June 21, 2023.

Respectfully Submitted,



Heather Bushong, Secretary

Urban Dove Team & Urban Dove Team Charter School II Draft Board Meeting Minutes, Wednesday, June 21, 2023

Present: Patricia Charlemagne, Patrick Fagan; Andrew Ehigiator; Mike Grandis; Amit Bahl; Chris Barfield; Melissa Morales, Jai Nanda
Absent: Heather Bushong, Spencer Rothschild
Public observer:

Meeting Minutes

I. Opening Items

The meeting was called to order at 6:06 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from May 23, 2023 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Summer school ready to launch July 5
- Enrollment ahead of last year, on target to meet goals
- June Regents complete, results available at July meeting

II. Public Comment None

III. Finance

- Brooklyn per pupil reached budgeted goal
- Bronx will have a surplus at year end

After a Motion made and duly seconded, the Board unanimously approved the adoption of the draft budgets for the 23-24 school year for Brooklyn and Bronx.

After a Motion made and duly seconded, the Board unanimously approved the Resolution adopting the updated CMO Agreement.

After a Motion made and duly seconded, the Board unanimously approved the Resolution adopting the updated Family Handbook.

IV. Governance

- Board reviewed re-election of three Board members.

After a Motion made and duly seconded, the Board unanimously approved the re-election of Andrew Ehigiator, Patrick Fagan and Patricia Charlemagne to another 3 year term.

- Board reviewed governance documents for 23-24

After a Motion made and duly seconded, the Board unanimously approved for the 2023-2024 school year the – Board meeting calendar, the school calendar, the Board committee assignments, and the School Safety Plans.

V. Adjournment

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting adjourned at 7:06 PM. Next meeting is July 25, 2023.

Respectfully Submitted,

A handwritten signature in black ink that reads "Tai Nanda". The signature is written in a cursive style and is centered within a light gray rectangular box.

Jai Nanda, In lieu of Secretary