

APPROVED



UNIVERSITY
HEIGHTS
CHARTER SCHOOL

Character ★ Scholarship ★ Leadership

University Heights Charter School

Minutes

Board Meeting

Date and Time

Wednesday January 19, 2022 at 6:30 PM

Location

Remote Via Zoom

Trustees Present

A. Poole (remote), M. Lee (remote), M. Nelson (remote), M. Walker (remote), Y. Gutierrez (remote)

Trustees Absent

E. Rainey

Non Voting Members Present

C. Oliver (remote)

Guests Present

A. Pfalzgraf (remote)

I. Opening Items**A. Call the Meeting to Order**

M. Lee called a meeting of the board of trustees of University Heights Charter School to order on Wednesday Jan 19, 2022 at 6:38 PM.

B. Sunshine Law/Public Notice Statement**C. Record Attendance and Guests****II. Approval of Board Meeting Minutes : December 22, 2021****A.**

Minutes

Y. Gutierrez made a motion to Approve December 15, 2021 minutes.

M. Nelson seconded the motion.

None

The board **VOTED** to approve the motion.

Y. Gutierrez made a motion to approve the minutes from December 15, 2021 minutes December Board Of Trustees Meeting on 12-15-21.

M. Nelson seconded the motion.

None

The board **VOTED** to approve the motion.

III. Public Comments

A. Miranda Warning

M. Nelson made a motion to Close public comments. No comments made by the public.

Y. Gutierrez seconded the motion.

None

The board **VOTED** to approve the motion.

B. Code of Ethics-Board of Trustees

Code of Ethics attestation to be signed by all board of trustee members offline via Docusign.

IV. Head of School Report

A. Enrollment and Attendance

Positive start to 2022. 681 students in this cycle. Brief numbers shared by Ms. Poyser.

B. Head of Schools Report

- Dr. Watson zero HIB's, MLK celebration; Kindness theme, "Rise up", STEM standards, basis of learning and additional various activities.
- Dr. Scott presentation on the usage of Achieve 3000 for grades 3 to 6. District will be piloting the program.
- Brian Robinson marketing plan presented to increase enrollment, initiatives on website and digital footprint. Board asked to see additional evidence and portfolio of work.
- Field Trip discussion of locations and activities; board approval list however would like to individually approve each trip as it comes up to manage cost of transportation, tickets and entry fees.
- Head of School Report, Dr. Oliver presented various PowerPoint slides on curriculum, monitoring, evaluations, special education and Lexi reading levels. Several board members asked questions relating to the various programs.

C. Motion to approve all items listed under the Head of Schools report.

A. Poole made a motion to Approve all items listed under Head of School Report.

M. Nelson seconded the motion.
Trip funding budgeted out of Title IV and ESSER grants.
The board **VOTED** to approve the motion.

V. Contracts

A. Contracts

M. Nelson made a motion to Approve VIII. Personnel, IX. Business Administrator Report, X. Organization and XI Contracts.
A. Poole seconded the motion.

- Verbal add on-motion to ratify agreement with Porzio legal counsel on a confidential matter.

The board **VOTED** to approve the motion.

B. Motion to approve all contracts and grant applications as listed under Contracts.

VI. Closing Items

A. Adjourn Meeting

Y. Gutierrez made a motion to Motion to adjourn meeting at 9:09 pm.

M. Nelson seconded the motion.

None

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:48 PM.

Respectfully Submitted,
A. Pfalzgraf

B. Motion to Adjourn.

Documents used during the meeting

- Draft 2021_12_15_board_meeting_minutes.pdf
- code of ethics acknowledgement form.pdf
- January 2022 Enrollment.pdf
- Achieve3000 Proposal.pdf
- Enrollment Marketing Plan Proposal Overview.pdf
- January 2022 Head of School Report.pdf
- MLK OBSERVANCE_CELEBRATION PLAN 2022.docx
- Monthly SAP REPORT_ January 2022.pdf
- UHCS Field Trip Location Final List.pdf
- January 2022 - Board Meeting - HR Tracker.pdf
- December 2021 Bank Rec.xlsx
- December 2021 transfers Summary Fund 10.PDF
- Final Check Register January 22 Bill List.PDF

- Fund 10 Board Sec Report Dec. 2021.PDF
- Fund 20 Board Sec. REport Dec 2021.PDF
- Fund 60 Board Sec Report-Dec. 2021.PDF
- Fund 61 Board Sec Report-Dec 2021.PDF
- Transfer Report Jan 22.PDF
- Tres. Report as of Dec 21.xlsx
- MYTEK Solutions invoice (#000003).pdf
- Presidio backup SOW 122021.pdf
- PD 22 Mar 18 University Heights Charter School CM Training Contract.pdf
- PD- Gifted and Talented Education NJPSA FEA Series.pdf
- Achieve 3000 Quote and Requisition.pdf
- Bus Advertisement -Part 2 University Heights Charter Schools - Presentation (Intersection).pdf
- Bus Advertisement 2022.pdf