



Vertus HIGH SCHOOL

Vertus High School

Board Meeting

Published on October 22, 2022 at 9:21 AM EDT
Amended on October 25, 2022 at 1:51 PM EDT

Date and Time

Tuesday October 25, 2022 at 4:00 PM EDT

<https://us06web.zoom.us/j/87537552218?pwd=MFhnMFo0Q0RRRW1QSWZ6amtBYmhDUT09>

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
A. Record Attendance		Evan Gallina	1 m
B. Call the Meeting to Order			1 m
C. Approve Minutes	Approve Minutes		2 m
II. Consent Agenda Items			4:04 PM
A. Month At A Glance	FYI	Levi Bennett	10 m
B. Board Statistics	FYI	Tim Hill	10 m
III. Finance			4:24 PM
A. Budget vs Actual & Cash Flow	Discuss	Amy Brisson	10 m
IV. Committee Reporting			4:34 PM
A. Board Committee Structure & Monthly Reporting			5 m

	Purpose	Presenter	Time
V. Discussion Items			4:39 PM
A. Renewal Year & Expansion		Julie Locey	10 m
B. Recruitment and Enrollment Report	Discuss	Levi Bennett	10 m
VI. Closing Items			4:59 PM
A. Action Item Review			5 m
B. Adjourn Meeting	Vote		

info@vertusschool.org | www.vertusschool.org | FaceBook/VertusHighSchool

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: 2022_09_20_board_meeting_minutes (1).pdf



Vertus

HIGH SCHOOL

Vertus High School

Minutes

Board Meeting

Date and Time

Tuesday September 20, 2022 at 4:00 PM

Directors Present

C. Gantt, C. Garrett (remote), D. Johnson (remote), E. Gallina, F. Johnson, J. O'Connell, V. VanVoorhis

Directors Absent

M. Mandina, S. Ash

Ex Officio Members Present

A. Brisson, L. Bennett

Non Voting Members Present

A. Brisson, L. Bennett

Guests Present

J. Locey, Margit Brazda Poirier

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

V. VanVoorhis called a meeting of the board of directors of Vertus High School to order on Tuesday Sep 20, 2022 at 4:06 PM.

C. Approve Minutes

C. Gantt made a motion to approve the minutes from Monthly Board Meeting on 08-16-22.

F. Johnson seconded the motion.

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

II. Consent Agenda Items

A. Month At A Glance

Ms. Locey updated the Board on recent school activities including that the fall semester is in full swing. The school kicked off the year with Warrior Week, which is a weeklong based around team building activities, school spirit and overall comradery amongst the students and staff. Fall sports have also commenced and currently there are 68 students participating in some capacity.

B. Board Statistics

The School currently has 331 students enrolled, which is a record for the school!

C. School Safety Plan

The Board is going to review the School Safety Plan individually and vote digitally via the Board Portal.

III. Finance

A. Budget vs Actual & Cash Flow

Ms. Brisson presented on behalf of the Finance Committee and brought the Board up to date on the current finances of the school. With the school budget based off an enrollment of 290 students, and current enrollment being 331 students, the actual revenue should be much higher than the budgeted revenue. The school is entering into a Sweep Option with our bank, which will allow the school to earn interest on the money in the bank account.

IV. Committee Reporting

A. Board Committee Structure & Monthly Reporting

Ms. VanVoorhis presented on behalf of the Governance and Nominating Committee and stated that she has a strong candidate for the board.

V. Discussion Items

A. Renewal Year & Expansion

B. Grants Update

As part of the Fundraising Committee, Margit Brazda Poirier presented to the Board on behalf of Grants 4 Good. Grants 4 Good has been a partner of Vertus since December of 2020 and has helped Vertus receive funds of nearly \$300,000. There were continued discussions of areas of need for the school and how to identify potential funding sources.

C. Recruitment and Enrollment Report

Mr. Bennett updated the Board on the ongoing recruitment efforts, which have been extremely successful as we now have a record number of students enrolled. As the school year kicks off, applications continue to come in and enrollment is ongoing.

VI. Closing Items

A. Action Item Review

D. Johnson made a motion to approve the purchase of a 10 passenger van.
C. Gantt seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:11 PM.

Respectfully Submitted,
V. VanVoorhis

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Coversheet

Month At A Glance

Section:	II. Consent Agenda Items
Item:	A. Month At A Glance
Purpose:	FYI
Submitted by:	
Related Material:	Month At A Glance October 2022.pdf



Vertus HIGH SCHOOL

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Month at a Glance October 2022

Academics/Character/Career

- We took approximately 120 students on 3 Career/skilled trades field trips (Rochester Community Sports Complex, Monroe County Fleet Center, and Carpenters Rochester Training Center). These trips allowed students to explore different careers where they used their hands and received hands-on experience with the tools used in those fields.
- Delta Sigma Theta Sorority came in to speak with 3rd and 4th-year students about the importance of voting. Students were educated on voting rights, different political parties and completed the Voter Registration Form.
- **Hispanic Heritage Celebration-** Students, parents, and community members came out to celebrate Hispanic heritage with food, music, and fun. Many people came to the building for the first time, and Vertus received news coverage.

<https://www.whec.com/top-news/local-high-school-hosts-hispanic-heritage-month-celebration/>



- **Mock Trial-** 3 Vertus Students had an opportunity to participate in a 10-week internship with the Honorable Judge Meredith A. Vacca. Students received hands-on experience in a demanding and exciting legal environment working directly with Judge Vacca. They developed research and writing skills and got to see “behind the scenes” of the judicial decision-making process and sit down for a Q and A with her every week. They ended the program with a Mock Trial.



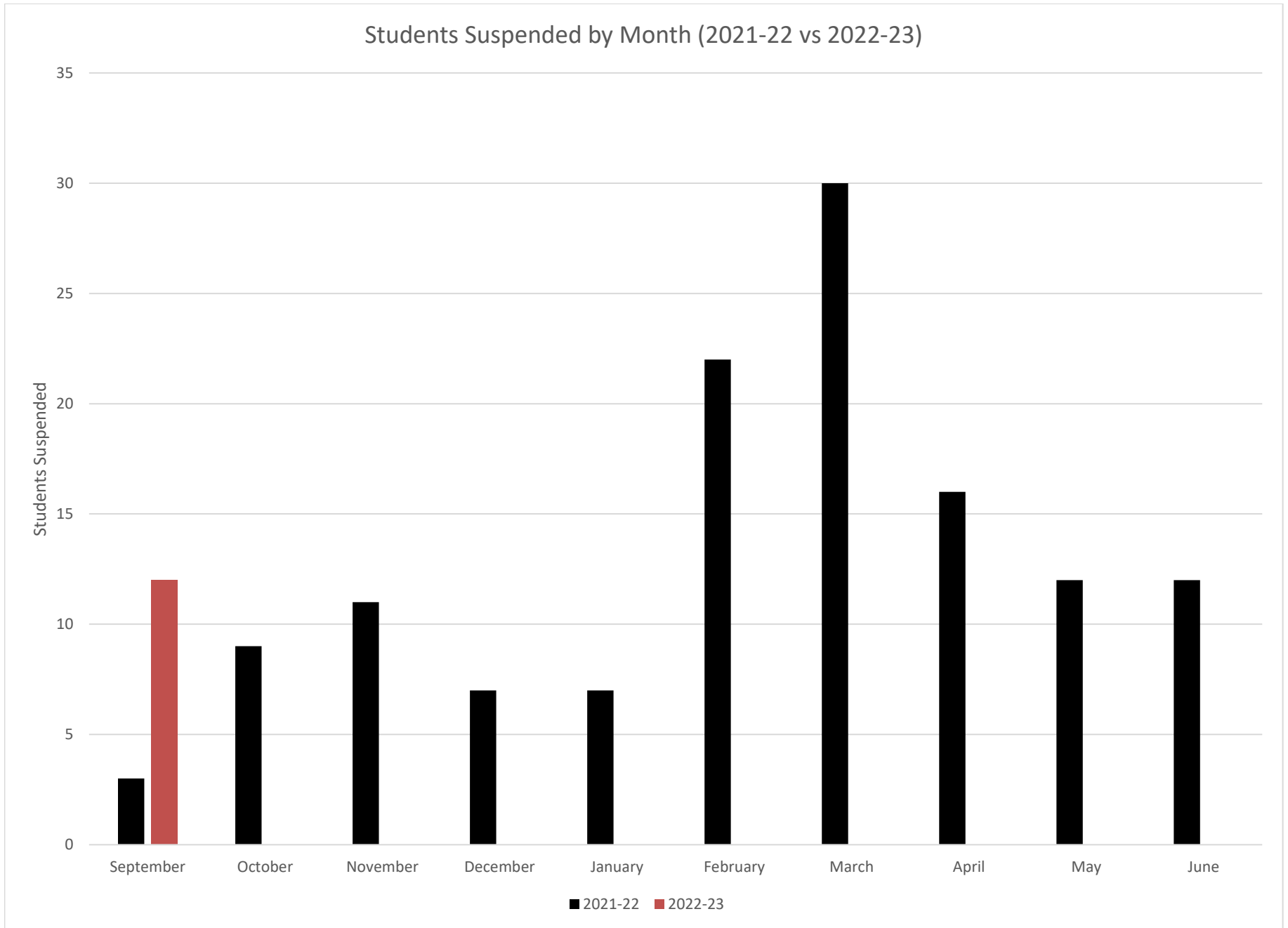
Finance/Operations/Compliance:

- Our 2021-22 Annual Audit and Single Audit are complete. Michelle Cain from Mengel Metzger Barr commended us on our timeliness and cooperation. We were the first charter school to finish our audits and in a much better position than the others. This in the first audit in Vertus history were there were no material concerns and no advisory letter written.
- DKB and school leadership will be completing the necessary budget and audit templates to submit for the final step of our annual report required by NYSED.
- The CEO continues to work with Grants4Good to garner alternate funding sources in order to maintain the school's robust educational and enrichment programming.

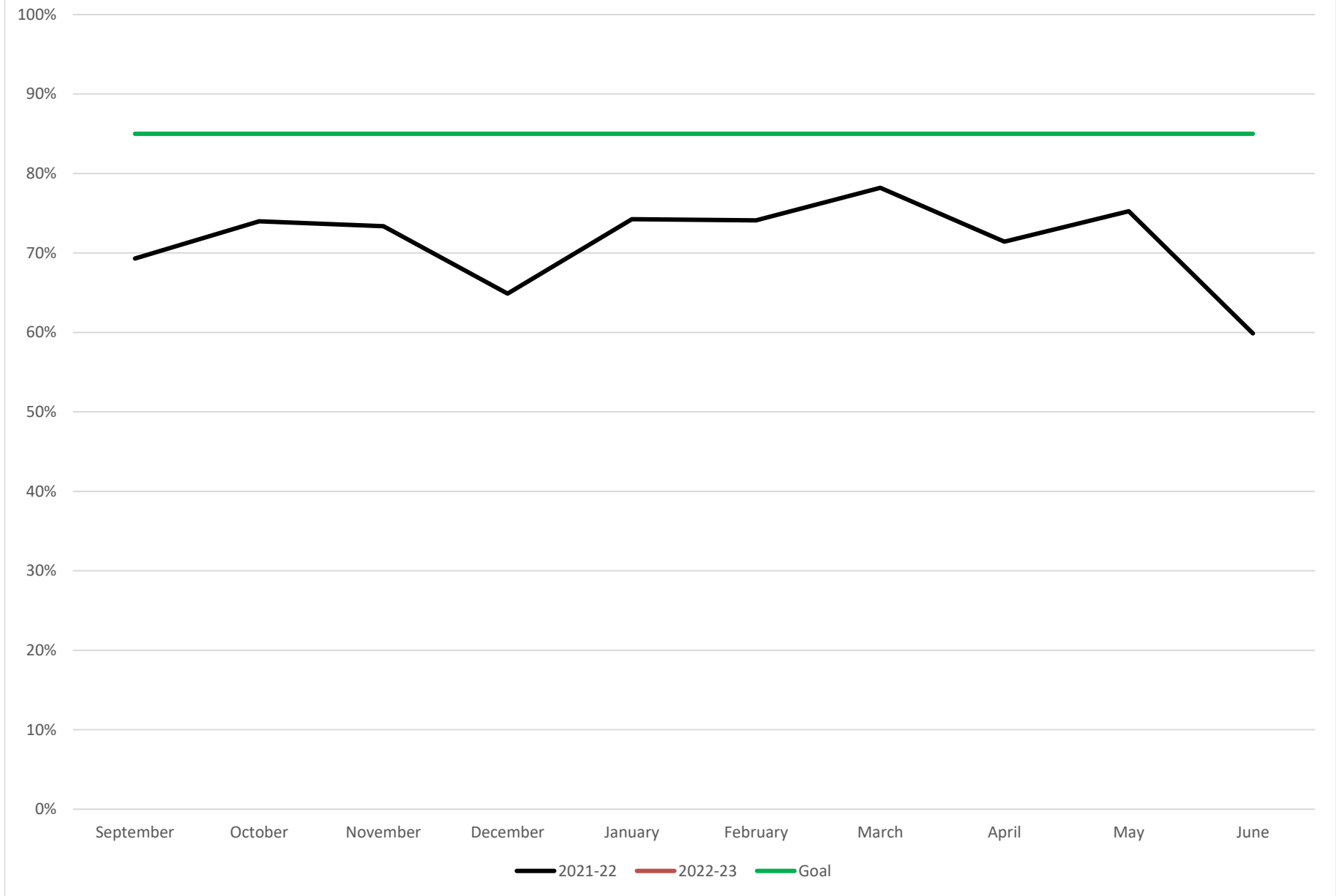
Coversheet


Board Statistics

Section:	II. Consent Agenda Items
Item:	B. Board Statistics
Purpose:	FYI
Submitted by:	
Related Material:	Statistics Report_suspend2022.9 (1).pdf Statistics Report_attend2022.9 (1).pdf Statistics Report_2022.9 (1).pdf Statistics Report_enrollment2022.9 (1).pdf



Monthly Attendance (2021-22 vs 2022-23)



 <p style="margin: 0;">Vertus HIGH SCHOOL</p>	BOARD STATISTICS
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	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Start of Year	September	2022-23 Target
<i>School Year data: September through August</i>											
Enrollment	103 ⁽¹⁾	137 ⁽¹⁾	256 ⁽¹⁾	279 ⁽¹⁾	288 ⁽¹⁾	283 ⁽¹⁾	258 ⁽¹⁾	264 ⁽¹⁾	338	322	340
African American	83%	79%	85%	78%	71%	81%	76%	68%	70%	71%	
Hispanic	15%	17%	13%	17%	22%	12%	22%	28%	27%	26%	
White	3%	4%	2%	5%	6%	6%	2%	4%	3%	2%	
Asian	NA	NA	NA	NA	NA	NA	<1%	<1%	0%	0%	
Native American or Alaskan	0%	0%	0%	0%	1%	1%	0%	0%	0%	0%	
Hawaiian/ Pacific Islander	NA	NA	NA	NA	NA	NA	0%	<1%	0%	0%	
Special Education ⁽⁹⁾	23%	26%	23%	22%	19%	28%	33%	30%	NA	NA	20%
ELL	0%	0%	3%	6%	5%	9%	4%	10%	NA	NA	
Attendance - September to June	82.4%	83.3%	86.8%	85.3%	78.8%	80.1%	76.9%	70.0%	49.2%	76.1%	85.0%
Suspensions (Students)	NA ⁽²⁾	87	113	177	207	137	19	129	NA	12	
Expulsions	NA ⁽²⁾	1	1	0	0	0	0	0	NA	0	
Students Enrolled				31	26	43	29	54	109	18	
Graduation Rate (Total Cohort - 4 Year Outcome)	NA	NA	NA	65%	66%	82%	75%	68%	NA	NA	
Credits Earned by Entire Student Body in Edgenuity	153.50	223.50	321.25	773.75	747.75	730.25	1443.5	1005.25	NA	45.75	
Total Number of Courses Completed	743	1782	3075	5321	4838	4546	5517	2998	NA	121	

<i>Assessment Results</i>											
NWEA Growth - Reading	450%	196%	261%	261%	156%	152% ⁽¹⁰⁾	NA	NA	NA	NA	150%
NWEA Growth - Mathematics	300%	213%	221%	250%	213%	21% ⁽¹⁰⁾	NA	NA	NA	NA	150%
NWEA % Projected Growth Met - Reading	NA	NA	NA	NA	NA	NA	NA	69%	NA	NA	
NWEA % Projected Growth Met - Mathematics	NA	NA	NA	NA	NA	NA	NA	45%	NA	NA	
Regents - Annual Pass Rate - All Exams	NA	100% ⁽³⁾	71% ⁽⁴⁾	67% ⁽⁵⁾	69% ⁽⁶⁾	66% ⁽⁷⁾	NA	58% ⁽¹¹⁾	NA	NA	State Average

<i>Fiscal Year Data: July through June</i>											
Fundraising	\$577,984	\$331,056	\$242,559	\$229,100	\$196,000	\$89,735					\$175,000

⁽¹⁾ As of BEDS Day (October)

⁽²⁾ Discipline data for 2014-15 is not accurate

⁽³⁾ 37 Exams Administered

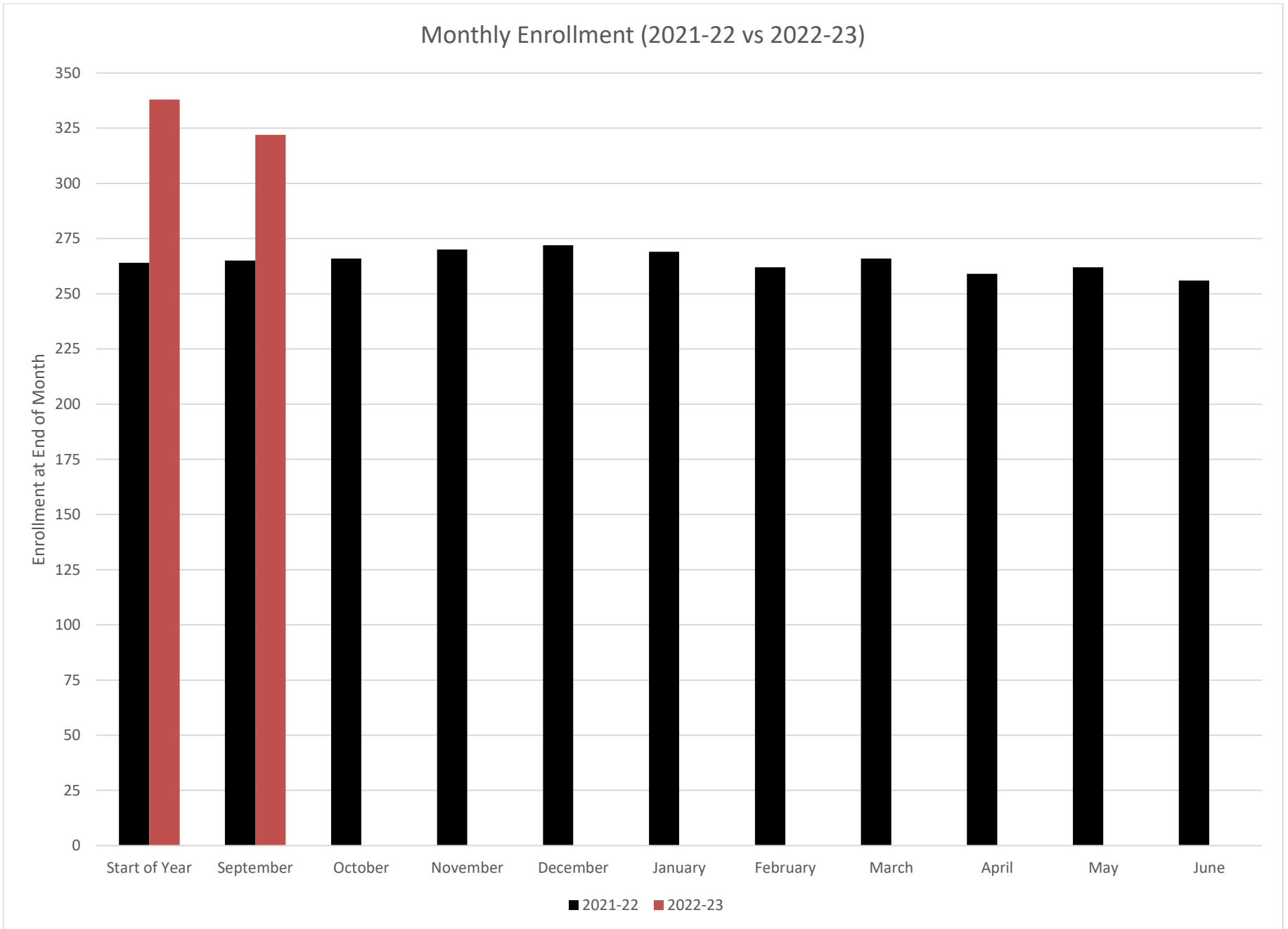
⁽⁴⁾ 164 Exams Administered

⁽⁵⁾ 493 Exams Administered

⁽⁶⁾ 519 Exams Administered

⁽⁷⁾ 259 Exams Administered (June and August Regents were Cancelled)

⁽⁸⁾ "On Track" is the percentage of 3rd and 4th year students who are accumulating credits at a sufficient rate to graduate in four years. The on track percentage does not take into account the number of Regents tests students have passed, which can also impact graduation. This is updated quarterly after classroom credits are awarded.



Coversheet

Budget vs Actual & Cash Flow

Section: III. Finance
Item: A. Budget vs Actual & Cash Flow
Purpose: Discuss
Submitted by:
Related Material: Budget vs. Actual 9.30.22 Board Meeting.pdf
Cash Flow 9.30.22 Board Meeting.pdf

Fiscal Year 2022-23 - Budget vs. Actual Report - September 2022 - Accrual Basis						Notes
	Approved	YTD	Projected	Projected		
	Budget	Total - 9/30/22	10/1/22 - 6/30/23	Total	Variance	
Revenue						
4100 State Grants						
4101 Per Pupil General Education	4,122,640.00	1,030,660.00	3,091,980.00	4,122,640.00	0.00	
4102 Per Pupil Special Education	964,500.00	241,125.00	723,375.00	964,500.00	0.00	
Total 4100 State Grants	\$ 5,087,140.00	\$ 1,271,785.00	\$ 3,815,355.00	\$ 5,087,140.00	\$ 0.00	
4200 Federal Grants						
4201 IDEA Special Needs	64,000.00	16,000.00	48,000.00	64,000.00	0.00	
4202 Title I	149,339.00	37,334.75	112,004.25	149,339.00	0.00	
4203 Title IIA	17,523.00	4,380.75	13,142.25	17,523.00	0.00	
4204 Title IV	11,201.00	2,800.25	8,400.75	11,201.00	0.00	
4205 CSP	45,000.00	11,250.00	33,750.00	45,000.00	0.00	
4206 E-Rate	64,000.00	16,000.00	48,000.00	64,000.00	0.00	
4210 CRRSA (ESSER II)	0.00	0.00	0.00	0.00	0.00	
4209 CRRSA (ESSERII)/ARP (ESSER)/CSP	553,653.00	138,413.25	415,239.75	553,653.00	0.00	
Total 4200 Federal Grants	\$ 904,716.00	\$ 226,179.00	\$ 678,537.00	\$ 904,716.00	\$ 0.00	
4300 Contributions & Donations						
4301 Restricted Contributions	0.00	20,020.00	0.00	20,020.00	20,020.00	\$9k RACF, \$10k Bryan Hickman
4302 Unrestricted Contributions	0.00	0.00	0.00	0.00	0.00	
4303 NGLC Grant	0.00	0.00	0.00	0.00	0.00	
4304 Farash Foundation	0.00	0.00	0.00	0.00	0.00	
4304a GRHF Grant	61,167.00	15,291.75	45,875.25	61,167.00	0.00	
4305 Fundraising	100,000.00	572.13	99,427.87	100,000.00	0.00	
4306 In-kind Revenue	47,000.00	38,931.00	0.00	38,931.00	-8,069.00	
Total 4300 Contributions & Donations	\$ 208,167.00	\$ 74,814.88	\$ 145,303.12	\$ 220,118.00	\$ 11,951.00	
4400 Fundraising						
4401 Fundraising Events	0.00	0.00	0.00	0.00	0.00	
Total 4400 Fundraising	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
4500 Interest Income						
4501 Interest Income	0.00	0.00	0.00	0.00	0.00	
Total 4500 Interest Income	0.00	0.00	0.00	0.00	0.00	
4600 Other Revenue						
4606 School Store Revenue	0.00	8,550.50	0.00	8,550.50	0.00	
Total 4600 Other Revenue	0.00	8,550.50	0.00	8,550.50	0.00	
Total Revenue	\$ 6,200,023.00	\$ 1,581,329.38	\$ 4,639,195.12	\$ 6,211,974.00	\$ 11,951.00	
Expenditures						
2200 Misc. Payables						
2201 Loan Payable	0.00	0.00	0.00	0.00	0.00	
Total 2200 Misc. Payables	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
5000 Compensation						
Total 5100 Administrative Staff	\$ 496,256.00	\$ 101,259.76	\$ 394,996.24	\$ 496,256.00	\$ -	
Total 5200 Instructional Staff	\$ 2,686,389.00	\$ 565,981.28	\$ 2,120,407.72	\$ 2,686,389.00	\$ -	
Total 5000 Compensation	\$ 3,182,645.00	\$ 667,241.04	\$ 2,515,403.96	\$ 3,182,645.00	\$ -	
Total 5300 Other	\$ 78,000.00	-\$ 1,620.00	\$ 79,620.00	\$ 78,000.00	\$ -	
Total 5500 Payroll Taxes and Benefits	\$ 288,618.00	\$ 52,082.31	\$ 236,535.69	\$ 288,618.00	\$ -	

Fiscal Year 2022-23 - Budget vs. Actual Report - September 2022 - Accrual Basis						Notes
	Approved	YTD	Projected	Projected		
	Budget	Total - 9/30/22	10/1/22 - 6/30/23	Total	Variance	
Total 5600 Employee Benefits	\$ 326,845.00	\$ 78,041.07	\$ 248,803.93	\$ 326,845.00	\$ -	
Total 5700 Retirement & Pension	\$ 82,236.00	\$ 16,997.91	\$ 65,238.09	\$ 82,236.00	\$ -	
TOTAL Comp, Taxes, Benefits, Bonus, Retirement	\$ 3,958,344.00	\$ 812,742.33	\$ 3,145,601.67	\$ 3,958,344.00	\$ -	
Total 6100 General Administrative	\$ 125,530.00	\$ 29,854.50	\$ 95,675.50	\$ 125,530.00	\$ -	
Total 6200 Insurance	\$ 72,568.00	\$ 13,097.44	\$ 59,470.56	\$ 72,568.00	\$ -	
Total 6300 Professional Services	\$ 229,400.00	\$ 45,863.61	\$ 183,536.39	\$ 229,400.00	\$ -	
Total 6400 Professional Development	\$ 58,000.00	\$ 16,043.10	\$ 41,956.90	\$ 58,000.00	\$ -	
Total 6500 Recruitment	\$ 116,000.00	\$ 42,917.84	\$ 73,082.16	\$ 116,000.00	\$ -	
Total 6600 Fundraising Expenses/External Relations	\$ 0.00	\$ 700.00	-\$ 700.00	\$ 0.00	\$ -	
Total 7100 Curriculum and Classroom	\$ 380,666.00	\$ 166,931.82	\$ 222,960.18	\$ 389,892.00	\$ 9,226.00	Summer transportation was higher than budgeted.
Total 7200 Enrichment Programs	\$ 20,000.00	\$ 5,683.58	\$ 14,316.42	\$ 20,000.00	\$ -	
Total 8100 Facility Operations & Maintenance	\$ 702,392.00	\$ 173,116.87	\$ 529,275.13	\$ 702,392.00	\$ -	
Total 8200 Technology/Telecommunication Expense	\$ 139,408.00	\$ 40,569.79	\$ 98,838.21	\$ 139,408.00	\$ -	
Total 8800 Miscellaneous Expenses	\$ 1,025.00	\$ 2,905.92	-\$ 1,880.92	\$ 1,025.00	\$ -	
Total 8900 Depreciation Expense & Amortization	\$ 126,000.00	\$ 28,586.25	\$ 97,413.75	\$ 126,000.00	\$ -	
Total Operating Expenditures	\$ 5,929,333.00	\$ 1,379,013.05	\$ 4,559,545.95	\$ 5,938,559.00	\$ 9,226.00	
Total 1500 Fixed Assets	\$ 147,127.00	\$ 160,616.25	\$ 31,806.00	\$ 192,422.25	\$ 45,295.25	Voted to purchase Van needed for ~\$46k
Total revenues	\$ 6,200,023.00	\$ 1,581,329.38	\$ 4,639,195.12	\$ 6,211,974.00	\$ 11,951.00	
Operating expenses	\$ 5,929,333.00	\$ 1,379,013.05	\$ 4,559,545.95	\$ 5,938,559.00	\$ 9,226.00	
Depreciation	\$ 126,000.00	\$ 28,586.25	\$ 97,413.75	\$ 126,000.00	\$ 0.00	
Fixed assets	\$ 147,127.00	\$ 160,616.25	\$ 31,806.00	\$ 192,422.25	\$ 45,295.25	
Subtotal	\$ 249,563.00	\$ 70,286.33	\$ 145,256.92	\$ 206,992.75	-\$ 42,570.25	

Fiscal Year 2022-23 - Cash Flow Projection

As of September, 2022

	June 2022 - Actual	July 2022 - Actual	August 2022 - Actual	September 2022 - Actual	October 2022 - Projected	November 2022 - Projected
East Irondequoit	\$0.00	\$0.00	\$22,581.66	\$0.00	\$0.00	\$0.00
Brighton	\$0.00	\$2,371.33	\$0.00	\$7,045.00	\$2,371.33	\$2,371.33
Gates-Chili	\$0.00	\$0.00	\$0.00	\$8,417.41	\$4,396.33	\$4,396.33
Hilton	\$0.00	\$0.00	\$5,519.50	\$0.00	\$3,915.00	\$3,915.00
Webster	\$0.00	\$0.00	\$0.00	\$2,170.17	\$2,170.17	\$2,170.17
Brockport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,246.51
Greece	\$23,388.54	\$2,699.33	\$7,681.57	\$20,921.68	\$0.00	\$16,737.33
West Irondequoit	\$8,385.07	\$0.00	\$0.00	\$0.00	\$4,175.00	\$4,175.00
Rush Henrietta	\$0.00	\$4,692.33	\$4,692.33	\$0.00	\$0.00	\$0.00
Penfield	\$0.00	\$0.00	\$0.00	\$0.00	\$4,614.66	\$4,614.66
Pittsford	\$0.00	\$2,440.33	\$0.00	\$2,440.33	\$0.00	\$0.00
RCSD	\$0.00	\$542,577.33	\$0.00	\$679,998.67	\$0.00	\$952,452.00
RCSD SpEd	\$296,675.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Federal Grants - 21 - 22	\$0.00	\$0.00	\$15,766.00	\$0.00	\$77,349.80	\$18,913.00
Federal Grants - 22 - 23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,578.10
IDEA Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E3 Rochester	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Emil Muller Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ESSER Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ESSER II Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00
ESSER III Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,000.00
ARP Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fundraising**	\$686.73	\$1,928.55	\$1,672.62	\$19,889.59	\$5,000.00	\$0.00

McGowan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Chaparral Glass	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ESL Federal Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bill Belichick	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
USAC Treasury	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CSP Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wegman (Rochester Area Community)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Greater Rochester Health Grant	\$61,167.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
STEM Grant	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Refund	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
School Store Revenue	\$0.00	\$1,544.24	\$1,548.50	\$4,825.08	\$0.00	\$0.00
Total Deposits	\$403,302.69	\$563,253.44	\$59,462.18	\$745,707.93	\$103,992.29	\$1,218,569.43
Total Disbursements	\$638,789.49	\$521,332.39	\$415,408.60	\$674,511.56	\$500,000.00	\$500,000.00
Increase (Decrease) In Cash	-\$235,486.80	\$41,921.05	-\$355,946.42	\$71,196.37	-\$396,007.71	\$718,569.43
Cash, Beginning of Period	\$1,565,244.90	\$1,329,758.10	\$1,371,679.15	\$1,015,732.73	\$1,086,929.10	\$690,921.39
Cash, End of Period	\$1,329,758.10	\$1,371,679.15	\$1,015,732.73	\$1,086,929.10	\$690,921.39	\$1,409,490.82

Coversheet

Board Committee Structure & Monthly Reporting

Section: IV. Committee Reporting
Item: A. Board Committee Structure & Monthly Reporting
Purpose:
Submitted by:
Related Material: Board Committee Structure.pdf



Vertus
HIGH SCHOOL

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Rochester, New York 14609

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Board Committee Structure

Committee	Accountability	Community Engagement	Finance	Fundraising	Governance & Nominating
Members	Tory VanVoorhis Calvin Gantt Julie Locey Ben Kadar	Fred Johnson Carol Garrett Deke Johnson Spencer Ash Joe Carter Michael James	Fred Johnson Evan Gallina Jack O’Connell Amy Brisson Julie Locey (as requested)	Evan Gallina Michael Mandina Spencer Ash	Deke Johnson Tory VanVoorhis
Reporting Months	July November March	August November June	Every Month	August January April June	October February
Topics	Regents NWEA Graduation Status Credit Earning	Events Relationships PR	Monthly Review Budget Audit	Events	Board Training New Member

Coversheet

Renewal Year & Expansion

Section: V. Discussion Items
Item: A. Renewal Year & Expansion
Purpose:
Submitted by:
Related Material: Renewal_Goals_Status_Check.pdf



Renewal Goals Status Check-In September 2022

Financial Viability

- Expand Line of Credit. Note: at time of renewal COO was working with the Board Treasurer to expand the school's line of credit with its existing bank in order to provide a strong safety cushion for cashflow. At time of renewal (2020), the school's line of credit was \$150,000. The COO and Treasurer were working to expand this in order to cover two payrolls (which equate to approximately \$240,000) in the event circumstances require the school to access these funds.
- Invest in fund for college trips and other enrichment activities. Exposing students to the academic activities and to the wider world through college visits and other field trips is important, as most students have a very narrow perspective on life and opportunities. The school will also offer hands-on exposure to middle skills jobs
- Develop spring Basketball Tournament into a well-publicized and supported fundraising event. (2018 event raised over \$48,000).
- Keep active approach to foundations for major grants. (\$150,000 already secured for 2020-21 school year).
- Step up fundraising to provide additional resources to the school. The goal has always been to be able to finance all basic school functions within the limits of state funding, but two things suggest more fund raising to be important: the school needs funds to provide many items that parents in more affluent communities can provide for their children, including college testing and visits, uniforms, and various enrichment activities; and, the impact of the ongoing pandemic may cause the state to reduce funding and/or decisions made by the RCSD may reduce services, such as transportation (if they do remote learning this fall and don't transport our students).
- At the Board Retreat (2020) it was decided that the board's fundraising should be a year-round activity that builds support over years and that we plan a big annual event with the goal of hundreds of attendees and sponsors. It has also been suggested that an ambitious goal be set, with the intention of having an endowment to give more resilience to the school's financial situation and ability to meet special needs.

Board Expansion

- Transition Mr. Hickman from his role as Board Chair to serve as a Board member, and Ms. Victoria VanVoorhis, a current Board member, will transition into the role of Board Chair.
- Build up the board to between 9 and 13 members with an appropriate range of skills, perspectives and diversity to add talent, perspective, connections to the community, and fundraising expertise.

- The goal is to add at least two more board members by the end of October 2020 and to add another 2 in the spring of 2021. The goal is to have a board of at least 9 members, but preferably 11 or more
- Fill three needs or gaps in our current membership: fundraising, community engagement, and connections with local colleges and training programs. In addition, it was noted that finding a candidate with deep media savvy and one with good operational experience would further enhance the board.
- Governance committee will follow up more vigorously with candidates currently in the pipeline and solicit suggestions from key civic organizations (e.g., Urban League, Action for A Better Community, Ibero- American League, Black Physicians Network, etc.)

Board's Committee Structure and Engagement

- Establish a new Community Engagement Committee (no later than the end of the 2020 calendar year).
- Establish a vibrant parent and community engagement committee to work with school staff - Provide opportunities for teachers to train with Relay Graduate School of Education - Hire part-time person to work with local companies and organizations on career exposure (grant funding now in place, but activities held up by the COVID pandemic). Measurable outcomes: - Committee established and working

Additional space, facilities and athletic fields

- Add space, facilities, and athletic fields. Note: According to the renewal application, this remains an aspiration that is dependent upon considerable funding, which is not in place.
- Develop a football program that can share space with another school.

Ongoing Board Actions

- Participate in formal training with outside consultants at least every 18 months (the last one with SchoolWorks in the fall of 2020).
- Assure that policies remain up to date and effective with a formal annual review of policies by the governance committee.
- Encourage the principal to leverage the talents and connections of board members to help her drive the school forward.
- Complete an annual self-evaluation.
- Conduct annual evaluation of CEO based on 5 key performance categories (June-October).

Coversheet

Recruitment and Enrollment Report

Section: V. Discussion Items
Item: B. Recruitment and Enrollment Report
Purpose: Discuss
Submitted by:
Related Material: October Recruiting Update.pdf

Vertus

Recruiting

Currently Enrolled (Fall): 319 students

Strong Leads: 5

New Students enrolled in October: 6

Trends

- Students are transferring because of violence in RCSD Schools.
- Most incoming students are from Franklin or Edison.
- Recent interest in families who were doing Home Schooling
- Vertus withdrew chronically absent students.
- Parents are still using Vertus as a punishment.
- We have lost SPED students because they needed consistent 1 on 1 supervision.
- In an effort to increase our attendance, we are putting pressure on students to come to school. (This may result in unenrolling students)

Forecast

- We will see an uptick in transfer students once the marking period ends and parents are unhappy with their child's grades. (Late November)
- The word is getting out with the Middle Eastern Population in

Rochester.- This is because current middle eastern families are spreading the word about Vertus.

Recent Efforts

- Streaming service ads (Nueva era)
- They are reaching back out to Interested families from the Phone-a-thon.
- Hispanic Heritage Month Celebration
 - Channell 10 and 13 aired live coverage of the event
- Red Cross Call-a- Thon
- Willow bake sale
- Developing relationships with Discovery Charter School
 - Planting seeds with students
 - Inviting the sixth graders to Vertus for Field trips
- We are consistently submitting press releases to various news outlets.

Upcoming efforts

- Mass Mailings
- **Coat Drive** with the City of Rochester. (Soccer team will be promoting Vertus at this gathering)
- Trunk or Treat
- Day of Thanks Giveaway
- Vertus student social media challenge
- Willow Check presentation (November 7th) News outlets have been requested.
- December to Remember- Winter Celebration Dec 21- (Voices of Valor Concert)

Coversheet

Action Item Review

Section: VI. Closing Items
Item: A. Action Item Review
Purpose:
Submitted by:
Related Material: 10.13.22Board_Action_Items_Running_List (1).docx

Board Action Items Running List

September 2022

1. Julie to email major funders one sheet to Board. -Complete
2. Deke to set up electronic approval of Safety Plan.- Complete
3. Members to vote by Monday, September 26th -Complete
4. Finance Committee- Risk assessment of M & T (as part of the FDIC insurance conversation)
5. Tory to confirm with attorney that we can have Non board members serve on committees, or do we have to change by-laws.
6. Evan to join tour on 9.28.22 with Jarret Felton-Complete
7. Board members complete skills profile on Board on Track
8. Levi to generate list of dates and asks for Board regarding community events & Angel Tree for Christmas for our own students.
9. Calvin to explore connection with Ursula Burns and set up initial meeting to introduce her to Vertus.

August 2022

1. Julie to send Financial Policies and Procedures to Finance Committee and upload to Board on Track- Complete
2. Amy and Julie to follow up with Kevin Foy regarding fraud protection options and sweep account (with a lower monthly fee). Complete
3. Finance committee to review financial policies and procedures and bring them to September Board Meeting for approval. -For October Board meeting
4. Tory to cross-check Board binder and Board on Track portal for necessary documents.
5. Michael James to reach out to Causewave to determine if they have grants available to offset the cost of another Vertus campaign.
6. Tory to facilitate a move to a consent agenda. – A work in progress

7. Items for discussion at Board Retreat (October 17th 9-12)

- a. Committee structure-specifically combining Community Engagement and Fundraising Committee's
- b. Generating List of Community members, donors, and other stakeholders to communicate good news with (at least 1x per month)
- c. Identify other possible Board candidates (2 seats open)

8. Tim share Norris Woods contact information with Evan- **Complete**

9. Evan to connect with Norris regarding CDL licensing program.

10. Mike to connect Tim and St. John Fisher

July 2022

1. Tory to write thank you notes to Mike Cullen and Ty Kelly. -**Complete**

2. Julie to send van's worth to Amy-**Complete**

3. Julie to follow up with Alfred State- **Email sent- Jonathan Kent VP for Enrollment-Ball is in their court. He stated they would be in touch about visiting and collaboration.**

4. Julie to reach out to Michael Goode for data on the percentage of charters meeting their enrollment #'s- **Email sent-information shared with Board via email sent on Thursday, July 21st.**

5. Julie to confirm the annual meeting with M & T and Amy.- **email sent- Amy and I met with them on 8.4.22**

6. Evan to contact Kevin Foy-**Complete**

7. Tory to email Kirsten about revision for committee structure- **Complete**

8. Julie to send preferred publisher to Tory.

9. Deke to take the lead on CEO evaluation

10. Completed financial disclosure forms are due to Julie **by July 25th**. You can access the form on the Board on Track platform.