



Exploration Elementary Charter School for Science and Technology

July Board Meeting

Published on July 18, 2023 at 8:37 AM EDT

Date and Time

Saturday July 15, 2023 at 9:00 AM EDT

Location

SPOT Cowork

104 East Ave, Rochester NY 14604

<https://explorationroc.webex.com/meet/twhite> (remote)

Mission Statement:

The mission of Exploration Elementary Charter School for Science and Technology is to engage students, their families, and the community in the processes of scientific inquiry and the use of innovative technology to develop the social, emotional, and academic tools necessary to thrive in school and in today's interconnected world.

Every Child. Every Family. Every Day.

Proof of Public Notice of Meeting:

The following information was included on the notarized affidavit of Public Notice that on Thursday June 29, 2023. A Public Notice was posted at the school location (1001 Lake Avenue) to indicate a board meeting and on the school's website (Exploration Elementary Charter School for Science and Technology, Rochester, NY. A notice was also sent to the following local media to publish: news@13wham.com; newsroom@wroctv.com; and news10@whec.com.

Conflict of Interest Reminder: The Chairperson read the following statement: "The Chair reminds everyone that if a potential conflict of interest exists concerning a subject under discussion by the Board, you have an obligation to disclose the potential conflict and, if deemed a conflict, recuse yourself and leave the room during any discussion and vote on the subject."

Opportunity for Public Comment: The Chair would like to remind speakers that they will have 2 minutes to speak and that the board uses this time as a time for visitors to share their comments with the Board. The Board often will not respond during public comment but does want the speakers to know that following the board meeting the appropriate person(s) will follow up with each speaker as needed or requested

Agenda

	Purpose	Presenter	Time
I. Opening Items			9:00 AM
A. Record Attendance			1 m
B. Call the Meeting to Order		Maya Crane	2 m
C. Approve Minutes	Approve Minutes	Maya Crane	1 m
Approve minutes for June Board of Trustees Meeting on June 28, 2023			
II. Executive Committee			9:04 AM
A. Executive Committee Update	FYI	Maya Crane	1 m
III. Academics Committee			9:05 AM
A. Academic Committee Update	FYI	Samantha Colson	1 m
IV. Ad Hoc Facilities Committee			9:06 AM
A. Ad Hoc Facility Update	Discuss	Herb Escher	1 m

	Purpose	Presenter	Time
V. Finance			9:07 AM
A. April 2023 Financials	Discuss	Sam Pitts	1 m
VI. Governance Committee			9:08 AM
A. Governance Committee Update	FYI	Debra Joseph-McEwen	1 m
VII. HR Committee			9:09 AM
A. HR Committee Update	FYI	Felicia Drysdale	1 m
VIII. School Leader Report			9:10 AM
A. School Leader Update	FYI	Rachelle Simmons	1 m
IX. Annual Board Retreat			
Saturday July 15, 2023 SPOT Cowork 104 East Avenue, Rochester, NY 14604			
X. August Board Meeting			
To Be Determined			
XI. Closing Items			
A. Adjourn Meeting	Vote	Maya Crane	

Coversheet

Approve Minutes

Section:	I. Opening Items
Item:	C. Approve Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for June Board of Trustees Meeting on June 28, 2023

APPROVED



Exploration Elementary Charter School for Science and Technology

Minutes

June Board of Trustees Meeting

Date and Time

Wednesday June 28, 2023 at 6:00 PM

Location

1001 Lake Avenue, Rochester, New York 14613 (in person)

<https://explorationroc.webex.com/meet/twhite> (remote link)

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Trustees Present

D. Joseph-McEwen, F. Drysdale, H. Escher, K. LoMaglio, M. Crane, S. Colson, W. White

Trustees Absent

C. Cong, S. Pitts

Guests Present

C. Pierce (remote), Lisa Standinger - Staff, R. Simmons, S. Polowitz (remote), T. White

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Crane called a meeting of the board of trustees of Exploration Elementary Charter School for Science and Technology to order on Wednesday Jun 28, 2023 at 6:07 PM.

C. Approve Minutes

D. Joseph-McEwen made a motion to approve the minutes from May Board of Trustees Meeting on 05-25-23.

S. Colson seconded the motion.

Accepted-All/Opposed-None/.Abstained-None

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

II. Executive Committee

A. Executive Committee Update

- Lonette Merriman has stepped down from the Board of Trustees which leaves the Treasurer position open for the remainder of the term. A vote for Treasurer will be done later in the meeting.
- Rachelle & Maya met with Regent Hale on June 9, 2023. He toured the building and engaged in great conversation.

III. Academics Committee

A. Academic Committee Update

- Academic committee will be discussed under School Leader section of meeting.

IV. Finance

A. April 2023 Financials

April 2023 P &L discussed

- Due to surpluses, the school is pre-purchasing some items for the 23/24 school year.
- Last BRITE payment will show this month

April 2023 Balance Sheet

- Credit card points from previous statement have been cashed in for this month
- Key Bank account may be closed out when purchase of building goes through with ESL. All options will be explored and discussed before doing so, to ensure this is best financial decision for Exploration.

<https://app2.boardontrack.com/org/GeLGD1/attachment/download/278431>

<https://app2.boardontrack.com/org/GeLGD1/attachment/download/278432>

S. Colson made a motion to Accept April 2023 Financials.

F. Drysdale seconded the motion.

Accepted-All//Opposed-None/.Abstained-None

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

V. 5 Year Budget Approval

A. 5 Year Budget per 475 Student

- Budget Reviewed and it remains balanced.
- Suggested by Board to look into a grant from Costco's & BJ's for snack for next year

<https://app2.boardontrack.com/org/GeLGD1/attachment/download/284697>

S. Colson made a motion to Approve 5 Year Budget.

D. Joseph-McEwen seconded the motion.

Accepted-All//Opposed-None/.Abstained-None

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

VI. Governance Committee

A. Governance Committee Update

- Reviewed committee notes & organization chart that is in progress

<https://app2.boardontrack.com/org/GeLGD1/attachment/download/284695>

VII. HR Committee

A. HR Committee Update

- HR Committee is planning to meet via email for remainder of the year and will discuss future meeting dates/time

VIII. School Leader Report

A. School Leader Update

- Kudos to Rachelle and Team for a successful 22-23 school year from the Board
- All grade levels are over enrolled except for Kinder. Kinder continues to be under enrolled, however this is a district wide issue. Looking into different options with classrooms if needed, next school year if this continues to be the trend.
- Registrar & Family Liaison are circling back to talk with families that were undecided a few months ago about remaining at Exploration.
- Retention of staff this year is better than it has been in previous years. There are only 7 open positions for 23-24 School Year. All positions currently have candidates in the hiring process.
- For staff retention, it was brought up that staff should be asked "What is it about Exploration that keeps them here?"
- Overall, according to behavior data, there was a decrease in behavior issues this school year compared to last year.

<https://app2.boardontrack.com/org/GeLGD1/attachment/download/284696>

F. Drysdale made a motion to Accept School Leader Report.

H. Escher seconded the motion.

Accepted-All/Opposed-None/.Abstained-None

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

IX. Approval of SY 22-23 Staff Performance Based Bonuses

A. 22-23 Staff Performance Based Bonus

S. Colson made a motion to Approve 22-23 Staff Performance Based Bonuses in the approximate amount of \$78,000.

D. Joseph-McEwen seconded the motion.

Accepted-All/Opposed-None/.Abstained-None

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

X. Voting of New Treasurer

A. Vote of New Treasurer

S. Colson made a motion to Vote Kimi LoMaglio as Treasurer for remainder of term.

D. Joseph-McEwen seconded the motion.

Accepted-All/Opposed-None/.Abstained-None

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

XI. Ad Hoc Facilities Committee

A. Building Lease Amendment Approval

D. Joseph-McEwen made a motion to approve Building Lease Amendment subject to discussion with landlord about not having rent increase and square footage increase commence until August 1, 2023.

K. LoMaglio seconded the motion.

Accepted-All/Opposed-None/.Abstained-None

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

XII. Executive Session

A. Executive Session

K. LoMaglio made a motion to Go into Executive Session to discuss legal matters around the contract for the purchase of the building and a confidential personal matter.

D. Joseph-McEwen seconded the motion.

Board Meeting went into Executive Session at 7:11pm

Accepted-All/Opposed-None/.Abstained-None

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

B. Executive Session

D. Joseph-McEwen made a motion to Go out of Executive Session at 7:28pm.

F. Drysdale seconded the motion.

Accepted-All/Opposed-None/.Abstained-None

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

XIII. Closing Items

A. Adjourn Meeting

D. Joseph-McEwen made a motion to Adjourn Meeting.

K. LoMaglio seconded the motion.

Accepted-All//Opposed-None/.Abstained-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 7:30 PM.

Respectfully Submitted,

T. White

Documents used during the meeting

- April 2023 BS - 06.01.23.xlsx
- April 2023 P^0L - 06.01.23.xlsx
- 5 year budget 475 6.28.23 approval.xlsx
- _Governance Committee 6_14_2023.pdf
- 6.28.23SchoolLeaderReport.pptx.pdf