



Exploration Elementary Charter School for Science and Technology

Board Meeting

Published on May 16, 2024 at 11:57 AM EDT
Amended on May 16, 2024 at 12:06 PM EDT

Date and Time

Thursday May 16, 2024 at 6:00 PM EDT

Location

Exploration Elementary Charter School
1001 Lake Avenue
Rochester, New York 14611
Room 210

<https://meet.google.com/dwi-qrun-uma?hs=122&authuser=0> (remote link)

Proof of Public Notice of Meeting:

The following information was included on the notarized affidavit of Public Notice that on Thursday, May 9, 2024. A Public Notice was posted at the school location, Exploration Elementary Charter School for Science and Technology, 1001 Lake Avenue, Rochester, NY, Class Dojo, Facebook and Instagram, and on the school's website, to indicate a board meeting. 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			6:00 PM
A. Call the Meeting to Order			
B. Record Attendance			1 m
C. Approve Minutes	Approve Minutes		3 m
II. Academics Committee			6:04 PM
A. Academic Committee Update	FYI	Samantha Colson	10 m
III. Ad Hoc Facilities Committee			
IV. Executive Committee			
V. Finance Committee			6:14 PM
A. March Financials	Discuss	Kimi LoMaglio	10 m
B. Finance Policy Update	Vote	Kimi LoMaglio	10 m
VI. Governance Committee			
VII. HR Committee			
VIII. School Leader Report			

	Purpose	Presenter	Time
IX. New Business			6:34 PM
A. RFP Submission Review & Approval for Legal Services	Discuss	Maya Crane	10 m
B. Approval for 2024-2025 School Year Calendar	Vote	Maya Crane	5 m
C. 2024-2025 Budget/Staffing Structure	Discuss	Rachelle Simmons	10 m
D. Date change for last day of school to be 06/21/24 to align with Rochester City School District	Vote	Rachelle Simmons	5 m
E. Approval for Second Lease Renewal July 1, 2024-June 30, 2025	Vote	Maya Crane	10 m
F. Approval of Visitor Policy	Vote	Maya Crane	5 m
G. End of Year Performance Based Bonus Approvals	Discuss	Rachelle Simmons	5 m
H. Employee End of Year Performance Based Bonus - Vote	Vote	Maya Crane	5 m
I. 2024-2025 Employee Agreements	Discuss	Rachelle Simmons	8 m
J. 2024-2025 Employee Agreements - Vote	Vote	Maya Crane	5 m
X. Executive Session			
XI. Other Business -			7:42 PM
A. June Board of Trustee Meetings TBD			5 m
XII. Closing Items			7:47 PM
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes

Section:	I. Opening Items
Item:	C. Approve Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	2024_03_21_board_meeting_minutes.pdf 2024_04_06_board_meeting_minutes.pdf



Exploration Elementary Charter School for Science and Technology

Minutes

Board Meeting

Date and Time

Thursday March 21, 2024 at 6:00 PM

Location

Exploration Elementary Charter School
1001 Lake Avenue
Rochester, New York 14611

https://www.google.com/url?q=http://meet.google.com/bdc-vqet-hpj&sa=D&source=calendar&ust=1711489944763611&usg=AOvVaw2CXbdvr6j9fWZ-B9eOE_ZW (remote link)

Proof of Public Notice of Meeting:

The following information was included on the notarized affidavit of Public Notice that on Thursday, March 14, 2024. A Public Notice was posted at the school location, Exploration Elementary Charter School for Science and Technology, 1001 Lake Avenue, Rochester, NY, Bloomz, Facebook and Instagram, and on the school's website, to indicate a board meeting. A

notice was also sent to the following local media to publish: news@13wham.com; newsroom@wroctv.com; and news10@whec.com.

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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

Trustees Present

C. Cong, F. Drysdale, K. LoMaglio, M. Crane, S. Colson, W. White (remote)

Trustees Absent

C. Pierce, H. Escher

Guests Present

A. Cocchiara - staff, C. Villanueva, D. Nolan - staff, L. Standinger (remote), M. Ohm - staff, R. Simmons, S. Miceli -staff, S. Polowitz (remote), T. White, Z. Henderson - staff

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 Thursday Mar 21, 2024 at 6:23 PM.

C. Approve Minutes

S. Colson made a motion to approve the minutes from Board Meeting on 02-15-24.
F. Drysdale seconded the motion.

Approved-All/Opposed-None/Abstain-None

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

II. Finance

A. Finance Committee Update

S. Colson made a motion to accept March 2024 Finance Committee Minutes.

F. Drysdale seconded the motion.

Approved-All/Opposed-None/Abstain-None

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

III. School Leader Report

A. School Leader Update

- Board Members have been asked to place a call or send an email to the NYS Assembly Members as well as the Governor's Office regarding funding.
- Student Attrition has been drilled down to now show variance by month.
- Student recruitment numbers for 2024-2025 school year is almost exactly the same as it was for 2023-2024 school year.
- As of 3/18/24 the attendance rate is at 88%. There has now been an incentive added for each grade level with the highest attendance . The goal is to have an attendance rate of 92-93%.
- There has not been a change in staff attrition since February 2024.
- There is currently a hiring freeze due to enrollment with the exception of hiring a Kindergarten Teacher
- Per Susan Gibbons from the Charter Office, the earliest Exploration may hear about their Charter renewal will be May 2024.

<https://app2.boardontrack.com/org/GeLGD1/media/viewer/317587?navId=meetings>

IV. New Business

A. Proposal for Building Condition Assessment Services

- To be discussed at April 2024 Meeting

B. LaBella Associates Architecture & Engineering Services

- To be discussed at April 2024 Meeting

C. La Bella Associates 2023 Building Condition Survey

- To be discussed at April 2024 Meeting

D. RFP Submission Review & Approval

Accounting RFP

- 1 RFP was received by Exploration from BABS. The current accountant did not submit one.
- BABS is not a local firm, which the Board has identified that they would prefer for the Accountant to be local, so they would have the ability to come on sight as needed.
- Board has decided to reopen RFP submission for an Accountant until 5/31/24.

Legal RFP

- Capolla Firm (current firm) & Nixon Peabody were the only 2 firms that submitted an RFP
- The pros and cons of both firms were discussed.
- This RFP will be voted on at April 2024 Board Meeting once the Board has been able to have a discussion with Nixon Peabody.

E. Review the draft of the RFP for Facilities

K. LoMaglio made a motion to accept draft RFP for facilities renovations and improvements.

F. Drysdale seconded the motion.

Approved-All/Opposed-None/Abstain-None

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

V. Executive Session

A. Executive Session

S. Colson made a motion to go into Executive session @ 7:03pm to discuss a confidential HR matter.

C. Cong seconded the motion.

Approved-All/Opposed-None/Abstain-None

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

K. LoMaglio made a motion to end Executive Session at 7:51pm.

F. Drysdale seconded the motion.

Approved-All/Opposed-None/Abstain-None

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

VI. Other Business

A. Next Board Meeting

Thursday April 18, 2024

Exploration Elementary Charter School

1001 Lake Avenue

Rochester, NY 14613

VII. Closing Items

A. Adjourn Meeting

C. Cong made a motion to adjourn March 2024 board Meeting.

F. Drysdale seconded the motion.

Approved-All/Opposed-None/Abstain-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 7:51 PM.

Respectfully Submitted,

T. White



Exploration Elementary Charter School for Science and Technology

Minutes

Special Board Meeting

Date and Time

Saturday April 6, 2024 at 9:00 AM

Location

Connected Communities
1337 East Main Street
Rochester, NY 14609

Proof of Public Notice of Meeting:

A Public Notice was posted Tuesday, April 2nd at the school location, Exploration Elementary Charter School for Science and Technology, 1001 Lake Avenue, Rochester, NY, and on the school's website, to indicate a special board meeting.

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."

Trustees Present

C. Cong, C. Pierce, F. Drysdale, H. Escher, K. LoMaglio, M. Crane, S. Colson

Trustees Absent

W. 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 Saturday Apr 6, 2024 at 9:01 AM.

C. Resolution to approve Consulting Support from SchoolWorks for additional support for the renewal in the amount not to exceed \$1,950.

S. Colson made a motion to Approve resolution to approve Consulting Support from SchoolWorks for additional support for the renewal in the amount not to exceed \$1,950.

K. LoMaglio seconded the motion.

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

II. Executive Session

A. Executive Session

C. Pierce made a motion to enter into Executive Session to discuss confidential personnel matters at 9:07 a.m.

C. Cong seconded the motion.

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

F. Drysdale made a motion to conclude Executive Session at 11:22 a.m.

C. Pierce seconded the motion.

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

III. Resolution

A. Vendor Communication

S. Colson made a motion to approve vendor communication support not to exceed \$5,000.

C. Pierce seconded the motion.

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

IV. Closing Items

A.

Adjourn Meeting

S. Colson made a motion to adjourn the meeting at 11:23 a.m.

F. Drysdale seconded the motion.

The board **VOTED** unanimously 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 11:22 AM.

Respectfully Submitted,
M. Crane

Documents used during the meeting

- Exploration.24.Renewal (1).pdf

Coversheet

Academic Committee Update

Section:	II. Academics Committee
Item:	A. Academic Committee Update
Purpose:	FYI
Submitted by:	
Related Material:	Academics Committee May 2024.docx.pdf

Minutes

Academics Committee

May 14, 2024

Start 6:02 p.m.

End 6:30 p.m.

Exploration's mission is to engage learners, 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 today's global world.

Attendance:

Members Present: Samantha Colson, Christina Pierce, Rachelle Simmons, Lisa Standing, Wilnieca White

Members Absent: Debra McEwen

Old Business:

- a) None

New Business:

- a) Rachelle is leaving her role as School Leader. Her last day is June 28th.
- b) Katie has been hired as the new School Leader. She starts on Thursday, May 16th

Student Growth Trends:

- No updates this month

Academics and Attendance:

- Has been working through computer based testing for ELA, Math, and Science
- NYS testing comes to a close this week
- Students have shared they prefer to have the tests on the computer
- Attendance: 91.22%
 - Second grade is still going strong at 91.88%
 - Kindergarten is at 89.65%
 - Friday Attendance Incentives in progress
- I-Ready Incentives in progress

Social Emotional:

- o Referrals overall have increased because the teachers are writing the referrals this year.
 - Teachers are being diligent with documentation
 - Currently at 129 for the month of May
 - Last year was 133 for the entire month of May
- o Two students who are going to CSE
 - The change in placement will not be until the next school year
 - Working with the behavior person from RCSD
 - Their role is to observe and make recommendations on how to get the behavior under control
- o Hired a new Kindergarten teacher that has made a world of difference for the students.
 - Her understanding of behaviors has been great
 - She has basic tier one management skills
- o DESSA
 - Groups are 1x per week
 - Allows for more 1:1 counseling with students
 - RCSD social worker has been really helpful in CSE meetings
 - Sharing materials

Additional Information/Updates:

The majority of the staff will have taken Youth Mental Health First Aid by the end of the month. Congratulations Staff!!

Senior students from Young Women's College Prep came on Friday, April 19 for the Day of Caring and assisted in Art, Makerspace, and Science for the morning.

Family Liaison would like for some of the young ladies to return to speak to our graduating 5th grade girls

Follow up:

Next meeting: June 11, 2024 @ 6pm