

**True North Rochester Prep Charter School  
Board of Trustees Meeting Minutes  
December 1, 2021**

The meeting was called to order by Mr. Rosenberger at 12:07 pm.

**Roll Call**

The roll call was taken, and a quorum was found present.

Trustees Present:     Geoffrey Rosenberger, Chair  
                              James Ryan  
                              Ron Zarrella  
                              Ebony Miller-Wesley

Trustees Attending Remotely:  
                              Joshua Phillips  
                              Rebecca Sumner  
                              Carlos Carballada  
                              Langston McFadden, Esq

Trustees Absent:  
  
                              James Costanza

Also Present:

John Claypool	Associate Chief Operating Officer, Uncommon Schools Rochester
Paul Powell	Assistant Superintendent, Uncommon Schools Rochester
Christie Raymo	Director of Campaigns, Uncommon Schools Rochester
Tocarra Hughes	Regional Senior Director, Uncommon Schools Rochester
Chantal Phillips	Regional External Affairs Coordinator, Uncommon Schools Rochester
Emily Volpe	Principal, West Campus Elementary School
Aaron Strong	Director of Operations, West Campus Elementary School

Attending Remotely:

Tara Marlovits	Chief External Officer, Uncommon Schools, Inc.
Christopher Tomlan	Partner and Senior Director, DBI Projects
Juliana Worrell	Chief Schools Officer K-8

**Approval of September 2021 Minutes**

The following motion was made to approve the minutes from the September 22, 2021 meeting.

Motion: Geoffrey Rosenberger

Second: James Ryan

Vote: Approved unanimously

**Public Comment**

No public comments were made.

**School Leader Update**

School Principal Mrs. Volpe reflected on the campus' move from 85 Saint Jacob Street to 305 Andrew Street and shared that the school community responded positively to their permanent campus. Mrs. Volpe shared that staff felt ready to make the best of the fresh start and families expressed excitement for accessing the building during school community events. Mrs. Volpe highlighted some of the community initiatives their campus took on, such as the Jamie Foundation and Pennies for People. Mr. Rosenberger asked how the pandemic impacted the students' emotional state. Mrs. Volpe stated that she sees the effect now that we are 100% in-person learning. During last year's hybrid learning model, class capacities were smaller and so students were getting more attention than normal in addition to their home isolation. Now that the school is back to full capacity, it is harder to get the families back in routine which is what plays a major role in getting the students back on track. Nonetheless, Mrs. Volpe expressed that she is seeing strides being made through social emotional learning initiatives.

Mr. Rosenberger asked for an update with transportation. Mr. Strong shared that transportation is still an ongoing struggle that causes students to regularly arrive at school 20 minute to 40 minutes late. Mr. Claypool agreed that the bus driver shortage is one of their biggest challenges; schools and districts across the state are also feeling the effects of transportation.

**Finance (Audit) & Committee- Trustee Ron Zarrella**

Mr. Zarrella provided board members with an update of the finance audit, stating that there were no significant findings. Mr. Zarrella recommends that Rochester Prep conduct a control audit. He advises that they start the process sometime in the month of December.

In the finance update, Mr. Zarella stated that we will maintain a strong budget position through FY 22. Expenses are lower due to personnel vacancies. Revenues are increased due to SPED aid rejections, and personnel savings.

Mr. Zarella reviewed enrollment numbers, highlighting areas where schools are over/under enrolled as compared to the model. Mr. Claypool discussed the timeline for the model and the difference in budget actuals. The model is estimated in March for the following fiscal year. Mr. Ryan would like what follow-up email on what the budget model will look like at full capacity at RPHS.

Mr. Zarrella reviewed the special Item on the agenda, the Rochester Prep COVID Funding Resolution. The resolution highlights increased management fees due to supports and programming related to COVID related learning loss. The resolution further states that the fee increase is for the next three years only.

Motion: Mr. Zarrella Motion to approve

Second: Mr. Ryan

Vote: Approved unanimously

### **Facilities Committee- Trustee Ron Zarella**

Mr. Zarella also discussed the traffic analysis that Rochester Prep has previously committed to undergo with the City of Rochester. A traffic engineer performed the onsite traffic analysis for the 85 Saint Jacobs Street and 432 Chili Ave Rochester Prep locations which their preliminary report suggests safety and traffic flow was satisfactory. The completion of the final draft and submission to the City of Rochester is set for the end of 2021.

Mr. Zarella shared an update on summer construction projects, noting which ones were completed and which projects were delayed until summer 2022.

Mr. Tomlan noted that the FY 2022 Summer Projects are currently being assessed. SE Baker contractors will be involved with recommending potential projects.

### **RPHS Construction Project**

The high school project is on schedule and on budget, projecting a full turnover of Building C in early January.

Mr. Tomlan provided an update on the Board's previous request to install protective film at 432 Chili Avenue at the new 2nd barrier of entry. The contractors provided a quote of \$2,600, all materials needed are in stock. The contractor agreed to install film after school hours.

### **RPHS Athletic Fields**

Mr. Tomlan shared that Uncommon has started the broker bidding process. He mentions additional analysis and review of timeline and cost is required based on challenges highlighted by brokers respondents to the RFP.

### **Development Committee Meeting Update- Trustee James Ryan**

Mr. Ryan presented on recent development efforts and activity, noting that the RPHS capital campaign has raised approximately another \$100k since the September Board Meeting. Mr. Ryan informed board members to save the date for the ribbon cutting for RPHS in May.

**Academic Update- Juliana Worrell & Paul Powell**

Juliana Worrell discussed how Uncommon Schools responds to the learning loss from the pandemic. She expressed that the K-8 Acceleration Plan is rooted in acceleration and remediation. Mr. Rosenberger discussed the data and feedback has been the framework for Uncommon Schools learning. He expressed that it was unclear exactly how the data focus shifted after 2 years. Mrs. Worrell stated that the speed by which we respond to data is different. Mrs. Worrell stated she is meeting with Assistant Superintendents across the region weekly to discuss frequency and analysis so that they are immediately attacking the problem. Mr. Ryan asked how the data has been with this approach. Mr. Powell stated that we are indeed behind; there are pockets of excelling and struggling students. Board members asked for more information related to the growth curve and comparative data from internal assessments at the next Board meeting.

**Executive Session**

The board did not go into Executive session.

**Meeting adjourned**

There was a motion to adjourn the meeting.

Motion: Geoff Rosenberger

Second: Ron Zarrella

Vote: Approved unanimously

The meeting concluded at 1:43 PM.