



# Vertus Charter School

*COURAGE, LEADERSHIP, RESPONSIBILITY*

*Vertus Charter School prepares leaders of character  
for the community and the workplace.*

## **Vertus Board Meeting Minutes**

**August 13, 2015**

**2 Austin St., Rochester, NY**

Board members present: Bryan Hickman, Steve Jacobs, Siebron Johnson, Ty Kelly

Staff members present: Leigh McGuigan, Perry White, Josh Pincus

The meeting was called to order by Mr. Hickman at 5:10 p.m.

Upon a motion made by Mr. Kelly and seconded by Mr. Jacobs, the following resolution was unanimously approved:

**Resolved**, that the minutes from the meeting on July 9, 2015 are approved.

### **Regents Success**

Dr. McGuigan delivered the exciting news that all four Vertus students who took the Living Environment regents exam in early August earned a passing grade. The average score was 79, with one student scoring an 89. These are the first Vertus students to take any regents exams, and a 100% pass rate bodes well for the future.

### **Discipline Code**

Dr. McGuigan presented a revised Discipline Code to be rolled out at the beginning of the 2015-16 school year. This Discipline Code will be included in the revised Student Handbook, to be distributed to all new and returning students in late August and early September.

Upon a motion made by Mr. Jacobs and seconded by Mr. Kelly, the following resolution was unanimously approved:

**Resolved**, that the revised Discipline Code is approved.

### **Enrollment**

It was recently discovered that the charter enrollment change from 192 to 130 for the 2015-2016 school year was never officially approved by the board. (This change, based on space limitations in our current building, was approved on June 1 by Jeri Chapman, Vertus' liaison in NYSED's Charter School Office.) It was discussed without any objection but a formal vote was never taken.



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Upon a motion made by Mr. Hickman and seconded by Mr. Johnson, the following resolution was unanimously approved:

**Resolved**, that in the spring the Board discussed and informally approved the 2015-16 enrollment at 130, and resolved that, because no formal resolution was approved at that time, the board retroactively approves the 2015-16 enrollment at 130.

Mr. White presented an update on Vertus recruiting efforts, which are on target for reaching 130 students. It appears that the student mix for 2015-16 will be approximately half returning students and half new students. He also reviewed attendance trends and pending withdrawals.

## **CEO Report**

Dr. McGuigan delivered her month-at-a-glance report, which included the announcement of a significant new hire. Andrea Bertucci will start 9/8 as full-time Career Program Manager. Her part-time predecessor, Naomi Geier, will assume the title Communications and Enrichment Coordinator. Dr. McGuigan also discussed the three lab manager positions that will need to be filled. She also provided an update on various summer programs, including e-NABLE, literacy tutoring by Brockport graduate students, and students earning Physical Education credit at Total Sports Experience.

Dr. McGuigan also discussed progress toward arranging “yellow bus” service for students through RCSD starting in September. RCSD appears to be slow in assigning new students to bus routes, which is a concern for the first few weeks of school. The office staff will keep up the pressure on RCSD.

## **Facilities Update**

Mr. Hickman and Dr. McGuigan discussed progress on acquisition of the Bull’s Head property by the Charter Schools Development Corporation (CSDC). There is now a draft LOI and reimbursement agreement with CDSC, with intent to proceed on an offer for Bull's Head Plaza. Bull's Head has been in default for one year. The plan is to start with an initial low offer, and address the question of developer fee amortization question. Vertus would need to raise \$325,000 to cover developer fees. Various funding sources are being considered.



## Finance Report

Mr. Pincus presented the financials through June 2015. The June actuals were in accordance with expectations, with Vertus underspending by approximately \$24,300.

(With the strong emphasis on enrollment and recruiting, there was no Development Report this month.)

Upon a motion made by Mr. Hickman and seconded by Mr. Kelly, the following resolution was unanimously approved:

**Resolved**, that the Board enters into Executive Session.

Upon a motion made by Mr. Johnson and seconded by Mr. Hickman, the following resolution was unanimously approved:

**Resolved**, that the Board ends Executive Session.

Upon a motion by Mr. Hickman, seconded by Mr. Kelly, the following resolution was unanimously approved:

**Resolved**, that the meeting is adjourned.