

APPROVED

9/26/16



Enterprise Charter School

Minutes

Annual Meeting

Date and Time

Monday August 8, 2016 at 5:30 PM

Location

Partnership Room 275 Oak Street Buffalo, N.Y. 14203

Board Members Present

C. Elias, J. Ulatowski, M. Donlon, T. Ess

Board Members Absent

D. Terrell, M. Baez

Non Voting Members Present

J. Schwab

Guests Present

A. Prinzing, Dina Thompson, Kevin Von der Empten, Meghan Battista

I. Opening Items

A. Record Attendance and Guests

Attendance was recorded as noted above.

B. Call the Meeting to Order

T. Ess called a meeting of of Enterprise Charter School to order on Monday Aug 8, 2016 @ 5:35 PM at Partnership Room 275 Oak Street Buffalo, N.Y. 14203.

C. Public Comment

Megan Battista requested the opportunity to address the Board relating to her recent termination of employment. The Board noted that this is not the proper

forum to discuss individual personnel decisions but as a courtesy allowed Ms. Battista to address the Board with the understanding that the decision has been made by the Superintendent and her team and that the Board would not be reconsidering that decision.

II. Executive

A. Resolutions

M. Donlon made a motion to approve the annual resolutions relating to (i) cell phone stipends, (ii) check signing authority for certain expenditures over \$5,000 and (iii) acknowledgment of business credit cards.

C. Elias seconded the motion.

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

J. Ulatowski abstained on the motion relating to the check signing authority out of an abundance of caution since he has provided legal services to one of the entities of the list that does not require dual signers for payments.

B. Annual Policy Review

M. Donlon made a motion to approve the following policies for the 2016-2017 school year: (i) Whistle Blower Policy, (ii) Code of Ethics for School Trustees, Officers and Employees, (iii) Conflict of Interest Policy, (iv) Bylaws of Enterprise Charter School and (v) Code of Conduct for Students and Parents.

J. Ulatowski seconded the motion.

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

III. Personnel

A. Re-affirm Board Positions and Titles for the 2016-2017 Academic Year

The following individuals were nominated to continue to serve in the officer positions for the 2016-2017 school year:

T. Ess - Chairperson

M. Donlon - Vice Chairperson

M. Baez - Secretary

On a motion duly made and seconded, the Board unanimously approved the election of the above slate of officers.

IV. Closing Items

A. Adjourn Meeting

M. Donlon made a motion to go into executive session to discuss personnel matters.

J. Ulatowski seconded the motion.

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

The Board reviewed the individual salary amounts for all ECS employees and noted that the aggregate amounts were within budget and acknowledged the authority of the Superintendent to determine the salary amounts under these circumstances. The Board exited executive session at 5:59 pm.

J. Ulatowski made a motion to adjourn the meeting.

C. Elias seconded the motion.

The team **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 6:00 PM.

Respectfully Submitted,

M. Donlon

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Enterprise Charter School

Minutes

Board Meeting

Date and Time

Monday August 8, 2016 at 6:00 PM

Location

Partnership Room 275 Oak St Buffalo, N.Y. 14203

Board Members Present

C. Elias, J. Ulatowski, M. Donlon, T. Ess

Board Members Absent

D. Terrell, M. Baez

Non Voting Members Present

J. Schwab

Guests Present

A. Prinzing, Dina Thompson, Kevin Von der Empten, N. Krug

I. Opening Items

A.Record Attendance and Guests

Attendance noted as stated above.

B.Call the Meeting to Order

T. Ess called a meeting of the board of trustees of Enterprise Charter School to order on Monday Aug 8, 2016 @ 6:00 PM at Partnership Room 275 Oak St Buffalo, N.Y. 14203.

C.Public Comment

None.

D.Approve Minutes

J. Ulatowski made a motion to approve minutes from the Board Meeting on 06-27-16.

M. Donlon seconded the motion.

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

C. Elias abstained from the vote since she was not present at the meeting for which the minutes were approved.

E.Status of Year End

T. Ess reviewed the updated prepared by L. Kirisits and the Board discussed various issues related thereto.

II. Finance

A.Contract Approvals

C. Elias made a motion to approve the following contracts: (i) Willie Hutch Jones Sports Clinic After School Program for the 2016-2017 school year and (ii) three-year lease of DM400C Digital mailing System from Pittney Bowes.

J. Ulatowski seconded the motion.

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

In discussing this motion, the Board discussed ways to track the use and success of the after school programming. Additionally, the Board recognized that the recent three-year charter renewal allowed ECS to enter into longer term contracts with associated cost savings resulting therefrom.

B.Junior Achievement Rental Agreement Update

J. Ulatowski made a motion to approve an extension of the lease with Junior Achievement through June 2019 to coincide with the recent charter renewal term.

C. Elias seconded the motion.

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

III. Personnel

A.Staff Updates

T. Ess and J. Schwab reviewed personnel changes since the last Board meeting.

B.Family Outreach / DASA Coordinator Position / Existing Personnel

D. Thompson and A. Prinzing presented to the Board relating to family outreach issues including ways to address attendance deficiencies at ECS. The Board discussed a new family outreach and DASA coordinator position at ECS and the use of existing personnel to supplement those efforts.

C.Revised 2016-2017 Employee Handbook

M. Donlon made a motion to approve the 2016-2017 Employee Handbook which included changes previously reviewed by the Board.

J. Ulatowski seconded the motion.

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

IV. Academic

ASCEP - School Comprehensive Educational Plan (Priority School Mandate)

D. Bussewitz provided an update on the School Comprehensive Educational Plan (SCEP), noting that the SCEP is currently a work in progress and that once complete it must be approved by the Buffalo Board of Education.

B.Charter Renewal Official Seal from New York State

T. Ess advised the Board that ECS has received the Official Charter Renewal Seal from the Board of Regents.

C.NYS Assessment Scores

J. Schwab made available the 2015-2016 results for the NYS assessments in Mathematics and ELA for grades 3-8. The Board discussed the results showing the percent of students who received a proficient grade on such tests and compared the ECS results to other charter schools in the region and state.

V. Other Business

A.Prospective Board Member

M. Donlon made a motion to approve the following resolutions relating to the appointment of a new member to the Board of Trustees.

T. Ess seconded the motion.

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

RESOLVED, that the Board hereby accepts the application of Salenia Johnson as a final candidate for the ECS Board of Trustees and recommends that her application be approved by the Buffalo Public Schools; and it is further

RESOLVED, that, subject to the receipt of all required approvals from the Buffalo Public Schools, Salenia Johnson be appointed as a member of the ECS Board of Trustees; and it is further

RESOLVED, that that the Board Chairperson and the Superintendent, on behalf of ECS and in its name, are authorized to execute and deliver any and all agreements and other documents, take any and all steps and do any and all acts and things which they, or any of them, may deem necessary or advisable or appropriate in order to effectuate the purposes of the foregoing resolutions.

B.Approval of Revised 2016-2017 Calendar

T. Ess made a motion to approve the revised 2016-2017 school year calendar.

J. Ulatowski seconded the motion.

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

The Board also discussed the proposed calendar for Board meetings for the year.

VI. Closing Items

A.Executive Session

M. Donlon made a motion to go into executive session to discuss personnel matters.

J. Ulatowski seconded the motion.

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

The Board entered executive session at 6:50 and upon a motion duly made and seconded, exited executive session at 8:30.

B.Public vote on matters discussed in executive session

T. Ess made a motion to create the position of Assistant Superintendent of Staff Development.

J. Ulatowski seconded the motion.

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

C.Public vote on matters discussed in executive session

T. Ess made a motion to approve the contract with Silver Strong & Associates, as presented.

J. Ulatowski seconded the motion.

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

D.Adjourn Meeting

T. Ess made a motion to adjourn the meeting.

C. Elias 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 8:35 PM.

Respectfully Submitted,

M. Donlon

APPROVED
10/24/16



Enterprise Charter School

Minutes

Board Meeting

Date and Time

Monday September 26, 2016 at 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

C. Elias, D. Terrell, J. Ulatowski, M. Baez, M. Donlon, S. Johnson, T. Ess

Board Members Absent

Non Voting Members Present

J. Schwab

Guests Present

A. Prinzing, D. Bussewitz, Dina Thompson, Jeffrey A Faunce, Kevin Von der Empten, L. Kirisits, Michael Olsen, N. Krug, Peter J DeSabio, Sarah M Hopkins, V. Cruz

I. Opening Items

A.Record Attendance and Guests

Salenia Johnson was absent

B.Call the Meeting to Order

T. Ess called a meeting of the board of trustees of Enterprise Charter School to order on Monday Sep 26, 2016 @ 5:30 PM at 275 Oak Street Partnership Room.

C.Public Comment

none

D. Buffalo Board of Education Approval of Salenia Johnson

Salenia Johnson was approved by the Buffalo Board of Education to join the Board at ECS

E. Final Candidate - Jeffrey Faunce, Ph.D.

M. Donlon made a motion to The Board of Trustees (the "Board") of Enterprise Charter School, organized and existing under the laws of the State of New York ("ECS"), do hereby adopt the following resolutions as actions of ECS: RESOLVED, that the Board hereby accepts the application of Jeffrey A. Faunce, Ph.D. as a final candidate for the ECS Board of Trustees and recommends that his application be approved by the Buffalo Public Schools; and it is further RESOLVED, that, ...

J. Ulatowski seconded the motion.

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

F. Approve Minutes

M. Donlon made a motion to approve minutes from the Board Meeting on 08-08-16.

D. Terrell seconded the motion.

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

G. Approve Annual Meeting Minutes

M. Donlon made a motion to approve minutes from the Other on 08-08-16.

D. Terrell seconded the motion.

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

H. June, July, August 2016 Financials as presented by L. Kirisits

II. Finance

A. 2016 Year End Draft Audit Presentation by Lumsden McCormick

The Board will hold off on voting on accepting the audit findings and letter until next month's Board meeting.

B. Approval of Financials for June 30, 2016, July 31, 2016 and August 31, 2016

T. Ess made a motion to accept the Financial statements for June, July and August 2016.

J. Ulatowski seconded the motion.

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

C. Contract Approvals

T. Ess made a motion to approve the FastBridge Learning and Vision Lawn Care contracts as presented.

J. Ulatowski seconded the motion.

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

Roll Call

S. Johnson Absent

J. Ulatowski Aye

T. Ess Aye

M. Baez Aye

D. Terrell Aye

M. Donlon Aye

C. Elias Absent

Crystal Elias stepped out during this part of the meeting

III. Other Business

A. Family Handbook Approval

T. Ess made a motion to approve the family handbook as presented.

D. Terrell seconded the motion.

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

B. Superintendent Report

Andrew Prinzing updated the Board regarding student attendance. An annual trip to Allegheny State Park by the 7th and 8th grade students is being planned.

Classroom practices & community practices were updated

Deb Bussewitz updated the Board regarding ELA, curriculum and upcoming guest speaker.

Superintendent Julie Schwab updated the Board regarding the district.

S. Johnson arrived late.

IV. Closing Items

A. Board Comments

We will not be renewing our BoardOnTrack subscription

B. Adjourn Meeting

T. Ess made a motion to adjourn the meeting.

D. Terrell 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 7:10 PM.

Respectfully Submitted,
M. Baez

APPROVED

11/28/16



Enterprise Charter School

Minutes

Board Meeting

Date and Time

Monday October 24, 2016 at 5:30 PM

Location

275 Oak Partnership Room

Public Notice was confirmed by Thomas Ess

Board Members Present

Board Members Absent

I. Opening Items

A.Record Attendance and Guests

Attendees included: Maritza Baez, Salenia Johnson, Thomas Ess, Jeffrey Faunce, Denise Terrell, Andrew Prinzing, Michael Donlon, Julie Schwab, Crystal Elias, Kevin von der Empten, Victoria Cruz, and Lynn Shanahan

B.Call the Meeting to Order

T. Ess called a meeting of the board of trustees of Enterprise Charter School to order on Monday Oct 24, 2016 @ 5:30 PM at 275 Oak Partnership Room.

C.Public Comment

There was no public comment.

D.Buffalo Board of Education Approval of Jeffrey Faunce

The Board of Trustees welcomed Jeffrey Faunce as a new Board Member.

E.Approve Minutes

M. Donlon made a motion to approve minutes from the Board Meeting on 09-26-16.

J. Faunce seconded the motion.

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

F.September 2016 Financials

September 2016 Financials were reviewed by Thomas Ess.

II. Finance

A.2016 Year End Audit Approval

M. Donlon made a motion to Approve the June 2016 year end audit.

D. Terrell seconded the motion.

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

B.Approval of Financials for September 2016

T. Ess made a motion to approve the September 2016 Financials as presented.

M. Baez seconded the motion.

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

C.Contract Approvals

T. Ess made a motion to approve the new Claims Auditor, Sandra Breen, as presented to the Board.

C. Elias seconded the motion.

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

III. Personnel

A.Staff Updates

Pamela Lorber was formally recognized as Coordinator of Special Programs.

IV. Academic

A.NYSED Site Visit and Recommendations

NYSED Site Visit and Recommendations

October 12-13 was the NYSED site visit and October 14th they provided a review and recommendations. NYSED returns on December 7th and will expect changes toward improvement based on the 6 tenets at that time.

Enterprise needs to set aside a specific percentage of Title 1 funds for parent education. Enterprise plans on running a math night and offering Eureka Math Resources for parents so they are better prepared to assist their children/students with math skills.

V. Other Business

A.Superintendent Report

Parent / Teacher Conferences took place in October 2016. 53% of parents attended last year and this year it increased to 61%. There was a 12% increase in face to face meetings between parents and teachers.

A climate survey was presented to parents and a great deal of feedback was received. Translators were available for ESL parents during the conference.

Andrew Prinzing will be taking the Middle School on a trip to Allegany on October 25-26. The goal of the field trip is team building.

Tutoring will be offered Wednesday afternoons and/or Saturday mornings for students and parents.

The Student Advocacy Team will be working on the Code of Conduct with expectations for approval at the August 2017 Board Meeting.

Mrs. Schwab reported that Wellness Day is November 14th, and will be hosted by Millennial Health.

Friday, December 23rd is Little Match Girl gift day for Grades K-5. We would like to include 6-8 graders this year so we are looking for donors to offer grades 6-8 gift cards for \$15-\$20 each. November 10th is the Little Match Girl fundraiser at Big Ditch from 6-8 PM.

VI. Closing Items

A.Board Comments

Thomas Ess reported that we have a full board and we would like to have alternates available as well. Board on Tract will not be renewed and we will be using GoogleDocs, but Board on Track will be available until January 1st of 2017.

B.Adjourn Meeting

J. Faunce made a motion to adjourn the meeting.

C. Elias 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 6:25 PM.

Respectfully Submitted,
M. Baez

APPROVED



Enterprise Charter School

Minutes

Board Meeting

Date and Time

Monday November 28, 2016 at 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

C. Elias, D. Terrell, J. Faunce, M. Baez, M. Donlon, S. Johnson, T. Ess

Board Members Absent

Non Voting Members Present

J. Schwab

Guests Present

Kevin von der Empten, L. Kirisits, N. Krug, Talisa King, V. Cruz

I. Opening Items

A.Record Attendance and Guests

B.Call the Meeting to Order

T. Ess called a meeting of the board of trustees of Enterprise Charter School to order on Monday Nov 28, 2016 @ 5:32 PM at 275 Oak Street Partnership Room.

C.Public Comment

none

D.Approve Minutes

C. Elias made a motion to approve minutes from the Board Meeting on 10-24-16 with change of spelling Crystal Elias name correctly as Crystal Elias.

M. Donlon seconded the motion.

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

Roll Call

T. Ess Aye

M. Donlon Aye

J. Faunce Aye

C. Elias Aye

M. Baez Aye

S. Johnson Aye

D. Terrell Absent

J. Ulatowski Abstain

E. October 2016 Financials

D. Terrell arrived late.

Lisa Kirisits reviewed the October 2016 financial statements as presented to the Board of Trustees.

F. Investment Discussion

We will be looking into whether Enterprise Charter School can use some funds for investments and what restrictions we might have under our contractual obligations and any applicable education laws.

II. Finance

A. Approval of Financials for October 2016

M. Donlon made a motion to approve the financial statements ending October 31 2016 as presented to the Board.

M. Baez seconded the motion.

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

B. Contract Approvals

T. Ess made a motion to accept the Gerster Trane contract as presented to the Board to replace 2 rooftop units at a cost of \$48,610.

D. Terrell seconded the motion.

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

C. 990 Extension filed

This will be tabled.

D. 21st Century Grant Application - Talisa King to present

Talisa King explained the Willie Hutch Jones program and their progress on the 21st Century Grant Proposal.

III. Personnel

A. Staff Updates

Staffing updates were explained

IV. Academic

A. Tutoring Program

This item will be tabled.

V. Other Business

A Superintendent Report

We have a partnership with Catholic Health and they have offered us a \$20,000 grant to be used for STEM programming. New Era donated some hats and we received donations of 50 coats as well.

VI. Closing Items

A Board Comments

Thomas Ess made a motion to go into Executive Session under contemplation of adjournment to discuss personnel matters.

Seconded by Michael Donlon

The motion passed unanimously.

Went into executive session at 6:35PM

J Faunce made a motion to exit executive session. S Johnson seconded the motion, which passed unanimously. Executive session was ended a 752PM

B Adjourn Meeting

D. Terrell made a motion to adjourn the meeting.

M. Donlon 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 7:53 PM.

Respectfully Submitted,
M. Baez

APPROVED

1/23/17



Enterprise Charter School

Minutes

Board Meeting

Date and Time

Monday December 19, 2016 at 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

D. Terrell, J. Faunce, M. Baez, M. Donlon, T. Ess

Board Members Absent

C. Elias, J. Ulatowski, S. Johnson

Non Voting Members Present

J. Schwab

Guests Present

A. Prinzing, D. Bussewitz, Kevin Von der Empten, L. Kirisits, Lynn Shanahan, Yolanda Peay

I. Opening Items

A. Record Attendance and Guests

Absent are: Jason Ulatowski, Crystal Elias, Salenia Johnson
Proof of public notice was given by Thomas Ess.

B. Call the Meeting to Order

T. Ess called a meeting of the board of trustees of Enterprise Charter School to order on Monday Dec 19, 2016 @ 5:35 PM at 275 Oak Street Partnership Room.

C. Public Comment

none

D.Approve Minutes

M. Donlon made a motion to approve minutes from the Board Meeting on 11-28-16.

J. Faunce seconded the motion.

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

E.November 2016 Financials

D. Terrell arrived late.

F.Investment Discussion

Lisa Kirisits spoke with an attorney Anthony Mancinelli regarding the possibility of investing some school funds and he seems to think there would be no roadblocks in terms of our bond agreement as long as we follow government regulations. She will get the information in writing.

II. Finance

A.Approval of Financials for November 2016

M. Donlon made a motion to approve the financial statements ending November 2016.

J. Faunce seconded the motion.

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

B.Contract and Quote Approvals

CDW quote was reviewed. The expense is part of our budget.

III. Academic

A.Tutoring Program

Andrew Prinzing gave an update on proposed tutoring program and budget related to it.

IV. Other Business

A.Superintendent Report

Yolanda Peay is our new Dean of Students. Procedure for late buses was explained. 100 Black Men representative was in to speak to the students. Middle school & older students will be able to wear blue pants instead of khaki. Superintendent's Student Council student representatives have been elected by their peers and meetings will start soon.

B.MOU for UB Dental School of Medicine

Free dental care and transportation to the UB Dental School will be offered to our students starting in June 2017.

T. Ess made a motion to authorize Julie Schwab to sign & accept the MOU for the UB Dental School.

D. Terrell seconded the motion.

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

V. Closing Items

A.Board Comments

Happy Holidays!

B.Adjourn Meeting

T. Ess made a motion to go into executive session in contemplation of adjournment to discuss personnel matters.

M. Donlon seconded the motion.

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

The meeting went into Executive Session at 6:14PM

T. Ess made a motion to adjourn the meeting.

J. Faunce 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 6:35 PM.

Respectfully Submitted,

M. Baez



Enterprise Charter School

Minutes

Board Meeting

Date and Time

January 23rd, 2017 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

- | | | |
|--------------|-----------------------------------|--------------------------|
| ✓ T. Ess | <input type="checkbox"/> C. Elias | ✓ D. Terrell |
| ✓ J. Faunce | ✓ M. Baez | ✓ M. Donlon |
| ✓ S. Johnson | ✓ J. Ulatowski | <input type="checkbox"/> |

School Administrators Present

- | | | |
|---------------|---------------|---------------|
| ✓ J. Schwab | ✓ A. Prinzing | ✓ L. Shanahan |
| ✓ D. Thompson | ✓ Y. Peay | ✓ Nancy Krug |

Guests Present

Lisa Kirisits, Victoria Cruz, Kevin Von der Empten

I. Opening Items

A. Record Attendance and Guests

B. Call Meeting to Order

Meeting was called to order at 5:31PM by T. Ess. Proof of public notice was given.

C. Public Comment

none

D. Approve Minutes

A motion was made by D. Terrell, seconded by J Faunce. Passed unanimously to approve the December 2016 meeting minutes.

E. Financial Statement

Lisa Kirisits reviewed the financial statements ending December 31 2016 as presented to the Board.

II. Finance

A. Approval of Financials

Motion to approve the financial statements ending December 31 2016 as presented to the board by J. Faunce, seconded by D. Terrell, motion passed unanimously.

B. Contract Approvals

None

C. Requests for Proposals

None

D. Financial Updates

Will look into whether we would benefit from having cyber insurance. We need to look into the New York State Lottery lease renewal.

S. Johnson made a motion to accept the CBRE brokerage commission agreement for 165 Genesee St. Seconded by J. Ulatowski. The motion passed unanimously.

III. Personnel

A. Staff Updates

Staffing update was given by J. Schwab.

IV. Academic

A. School/ Student Updates

Tutoring for grades 6 - 8 is in full swing during lunch and on Saturdays. A partnership with Adult Learning Center is in the works and we hope to offer a GED program at ECS for parents, families & the community, to start in April. Progress is being made in applying for grants for ECS. National Junior Honor Society Assembly is coming up.

V. Other Business

A. Superintendent Report

UB Social Sciences will be working with ECS to come up with some recommendations regarding student/family emotional health. Buffalo Board of Education visit was last week. It went well. Catholic Health presented their grant to ECS last week. Buffalo News will visit this week to do a feature story on ECS.

VI. Closing Items

A. Board Comments

T. Ess made a motion to move into executive into session in contemplation of adjournment to discuss personnel matters. Seconded by M. Baez. The meeting went into executive session at 6:57PM

B. Adjourn Meeting

J. Ulatowski made a motion to exit executive session, seconded by S. Johnson. Motion passed unanimously. J Faunce made a motion to adjourn the meeting. S Johnson seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:27PM

APPROVED

3/27/17



Enterprise Charter School

Minutes

Board Meeting

Date and Time

February 27th, 2017 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

- | | | |
|--------------|----------------|--------------|
| ■ T. Ess | ■ C. Elias | ■ D. Terrell |
| ■ J. Faunce | ■ M. Baez | ■ M. Donlon |
| ■ S. Johnson | ■ J. Ulatowski | ■ |

School Administrators Present

- | | | |
|---------------|---------------|---------------|
| ■ J. Schwab | ■ A. Prinzing | ■ L. Shanahan |
| ■ D. Thompson | ■ Y. Peay | ■ Nancy Krug |

Guests Present

II. Opening Items

A. Record Attendance and Guests

T. Ess, Tony Mancinelli, J. Faunce, J. Schwab, M. Donlon, M. Baez, A. Prinzing, V. Cruz, L. Kirisits, S. Johnson, C. Elias, N. Krug, K. Von der Empten

B. Call Meeting to Order

5:32PM, proof of public notice given by T. Ess.

C. Public Comment

none

D. Approve Minutes

Motion by J. Faunce, seconded by S. Johnson to approve the minutes from January 2017 board meeting. C. Elias abstained. Motion passed.

E. Financial Statement

Financial statement ending January 31 2017 and form 990 - 2015 as presented to the board reviewed by L. Kirisits. Tony Mancinelli reviewed the bond documents. If we wanted to look into refunding the bond it may have to wait until 2020. Under the bond agreement we would be permitted to use some funds for investments provided all obligations of terms of bond and loan agreements are met. We will be looking at options to increase interest income.

II. Finance

A. Approval of Financials

Motion was made by M. Donlon, seconded by M. Baez, to approve the financial statements ending January 31 2017 as presented to the board. Motion passed unanimously.

B. Contract Approvals

None

C. Requests for Proposals

None

D. Approval of Form 990 - 2015

Motion was made by J. Faunce, seconded by S. Johnson, to authorize J. Schwab to sign & approve the form 990-2015 as presented to the board. Motion passed unanimously.

E. NYS Lottery Lease Renewal

Lease renewal for the NYS Lottery office was reviewed by N. Krug and T. Ess. M. Donlon & D. Terrell will form a committee to review the lease terms.

III. Personnel

A. Staff Updates

Staff updates were given by J. Schwab.

IV. Academic

A. School/ Student Updates

. School updates were given by J. Schwab. We have the option of changing the school day to 730am - 330pm and starting the school year the day after Labor Day, which will save us money & earn us 30 more school days for the year. Since no snow days have been used this year thus far, we want to use one for PD. Virtual Desktops are ready to roll out.

Motion was made by S. Johnson and seconded by J. Faunce. to change April 18th to a PD day (students will return April 19th) and May 15th to a PD day to score the math assessment. Motion passed unanimously.

V. Other Business

A. Superintendent Report

J. Schwab gave an update on the school. A. Prinzing gave an update on tutoring services.

VI. Closing Items

A. Board Comments

none

B. Adjourn Meeting

Motion to adjourn by M. Baez, seconded by M. Donlon. Passed unanimously. Meeting adjourned at 712PM

APPROVED

4/24/17



Enterprise Charter School

Minutes

Board Meeting

Date and Time

3/27/17

Location

ECS Partnership Room

Board Members Present

- | | | |
|-------------------------------------------|----------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> T. Ess here | <input type="checkbox"/> C. Elias here | <input type="checkbox"/> D. Terrell absent |
| <input type="checkbox"/> J. Faunce here | <input type="checkbox"/> M. Baez here | <input type="checkbox"/> M. Donlon here |
| <input type="checkbox"/> S. Johnson tardy | <input type="checkbox"/> J. Ulatowski absent | <input type="checkbox"/> |

School Administrators Present

- | | | |
|---------------------------------------------|-------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> J. Schwab here | <input type="checkbox"/> A. Prinzing here | <input type="checkbox"/> L. Shanahan here |
| <input type="checkbox"/> D. Thompson absent | <input type="checkbox"/> Y. Peay here | <input type="checkbox"/> Nancy Krug here |

Guests Present

Ms. Cox, Francisco Torres, Lisa Kirisits, Laura Dealy, Kevin Von Der Empten, V. Cruz, Lexi Johnson, Derek Rombkowski, Damien Foster

I. Opening Items

A. Record Attendance and Guests - as above

B. Call Meeting to Order

530PM

C. Public Comment

Proof of public notice was given. Students Lexi, Francisco, Derek and Damien spoke about their trip with Junior Frontiers Youth Program as did Ms. Cox.

D. Approve Minutes

Motion to approve the minutes from February 2017's board meeting was made by C. Elias, Seconded by J. Faunce. The motion passed unanimously.

E. Financial Statement

Laura Dealy from Manning & Napier came in to review Enterprise Charter School's Investment Policy and options. Lisa Kirisits reviewed the Enterprise Charter School Financial Statements for the 8 months ending Feb 28 2017 as presented to the Board.

II. Finance

A. Approval of Financials

Motion to approve the financial statements ending February 2017 as presented to the Board was made by J. Faunce, seconded by M. Baez. The motion passed unanimously.

B. Contract Approvals

none

C. Requests for Proposals

none

D. Financial Updates

Line of credit was renewed.

III. Personnel

A. Staff Updates

Updates were given by the superintendent.

IV. Academic

A. School/ Student Updates

Some 8th graders have already been accepted into High School.

V. Other Business

A. Superintendent Report

Miracle Grow has given the school a grant. RTI grant application is being processed. Cullen Foundation visited us in contemplation of a grant. UB Dental Gateway program is up and running. Enterprise Charter School will be represented at the Restorative Justice Conference.

VI. Closing Items

A. Board Comments

none

B. Adjourn Meeting

Motion to adjourn the meeting was made by S. Johnson, seconded by M. Baez. The motion passed unanimously. The meeting adjourned at 7:36PM.

APPROVED

5/22/17



Enterprise Charter School

Minutes

Board Meeting

Date and Time

April 24th, 2017 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

T. Ess

C. Elias

D. Terrell

J. Faunce

M. Baez

M. Donlon

S. Johnson

J. Ulatowski

■

School Administrators Present

J. Schwab

A. Prinzing

L. Shanahan

D. Thompson

Y. Peay

Nancy Krug

Guests Present

Lisa Kirisits, V Cruz, Kevin Von der Empten, Mike Rodasta. Note that D. Terrell left early

I. Opening Items

A. Record Attendance and Guests

B. Call Meeting to Order

Meeting called to order at 530PM

C. Evidence of Public Notice

Proof of Public Notice was confirmed.

D. Public Comments

E. Approval of Previous Meeting Minutes

Motion to approve the March 2017 Board Meeting minutes was made by J Faunce, seconded by S Johnson. The motion passed unanimously.

F. Previous Month Financial Statements

Lisa Kirisits reviewed the ECS Financial Statements ending March 31, 2017 as presented to the Board.

G. Presentation of Annual Budget

L. Kirisits reviewed drafts of the annual budget as presented to the Board.

II. Finance

A. Approval of March 2017 Financials

S. Johnson made a motion to approve the ECS Financial Statements ending March 31, 2017 as presented to the Board. The movement was seconded by D. Terrell. The motion passed unanimously.

B. Staff Health Insurance Options for 2017-2018

T. Ess made a motion to adopt the plan as stated in the medical grid for iDirect single, iDirect family, flexfit single, flexfit family, passport single and passport family, and keep the ecs annual share as stated. The contribution to the HSA for iDirect single is \$375 and iDirect Family of \$750. The motion was seconded by D. Terrell. The motion passed unanimously.

C. Annual Budget Approval

D. Dental and Vision Plans - Decide between ECS Plan Option or ESC Plan Options

T Ess made a motion to keep the ECS dental and vision plan options as they currently are, running from July 1, 2017 to June 30, 2018. Seconded by S Johnson. Motion passed unanimously.

E. Contract Approvals

None

F. Request for Proposals

None

G. NYS Lottery Lease Status Update

T Ess made a motion to empower M Donlon to explore consultants on the Lottery Lease issue and authorize him to enter into an agreement with a cost not to exceed \$1000. J Faunce seconded the motion. the motion passed unanimously

III. Personnel

A. Staff Updates

New Hires/ Resignation - None

IV. Academic

A. School/ Student Updates

Fitch grade was upgraded to B+.

B. 2017 - 2018 School Calendar

D. Terrell made a motion to accept the school calendar for 2017 - 2018 as presented to the board with the exception of adding in a February break. M Baez seconded the motion. The motion passed unanimously.

V. Other Business

A. Superintendent Report

Director of learning technologies gave a brief presentation.

B. Board resignation

Jason Ulatowski resigned from the board.

VI. Closing Items

A. Board Comments

none

B. Adjourn Meeting

J Faunce made a motion to adjourn the meeting. S Johnson seconded the motion. The motion passed unanimously. The meeting was adjourned at 848PM.

6/26/17



Enterprise Charter School

Minutes

Board Meeting

Date and Time

May 22nd, 2017 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

T. Ess

C. Elias

D. Terrell

J. Faunce

M. Baez

M. Donlon

S. Johnson

J. Ulatowski

School Administrators Present

J. Schwab

A. Prinzing

L. Shanahan

D. Thompson

Y. Peay

Nancy Krug

Guests Present

Lisa Kirisits, V Cruz, Kevin Vonder Empten, Michael Rodasta

II. Opening Items

A. Record Attendance and Guests

B. Call Meeting to Order

T Ess called the meeting to order at 531PM

C. Public Comment

none

D. Approve Minutes

T Ess made a motion to approve the April 2017 Board meeting minutes. D Terrell seconded the motion, which passed unanimously.

E. Financial Statement and Annual Budget

M Rodasta gave a presentation regarding how to modernize learning and how the budget will help in that endeavor. L Shanahan gave a presentation about social emotional learning. L Kirisits reviewed the ECS Financial Statements for the ten months ended April 30 2017 as presented to the Board.

II. Finance

A. Approval of Financials

J Faunce made a motion to approved the financial statements ended April 30 2017 as presented to the Board. M Baez seconded the motion. The motion passed unanimously.

B. Approval of 2017-2018 Annual Budget

D. Terrell made a motion to accept the Budget version #3 as presented to the Board. The motion was seconded by J Faunce. The motion passed unanimously.

T. Ess made a motion to move into executive session to discuss personnel matters. Seconded by M Baez. The motion passed unanimously. The meeting moved into executive session at 605PM.

T Ess made a motion to exit executive session. M Baez seconded the motion. The motion passed unanimously. The meeting came out of executive session at 629PM.

C. Board Resolution for Additional Credit Card

T Ess made a motion to approve the following resolution. J Faunce seconded the motion, which passed unanimously.

WHEREAS, the Board of Trustees of Enterprise Charter School as required under its by-laws and as a matter of good practice, requires that authorized credit cards be reviewed periodically and requires formal Board approval,

NOW, therefore, be it resolved that the Board acknowledges the following additional credit card and limits are authorized as follows:

Director of Learning Technologies

Northwest Savings Bank Visa Card in Michael Radosta / Enterprise Charter School's name with a \$1,500.00 limit. This card is used solely for school purchases made online (when other means are unavailable such as a purchase order or invoice method) for computer and audio visual accessories (i.e. cables, batteries, chargers, etc.) for immediate repair or replacement for technology equipment, STEM materials for student projects, and for small digital goods.

This form of payment will provide an efficient response to our evolving technology needs and services.

****Credit card balances are paid in full for each billing cycle.**

The Board of Trustees grants permission for Julie Schwab, Superintendent to apply for this credit limit.

D. Requests for Proposals - Assign Contract for Auditing Services for June 30th, 2017 to June 30, 2019

D Terrell made a motion to accept the contract with Lumdsen McCormick for auditing services for June 30 2017 - June 30 2019. J Faunce seconded the motion. The motion passes unanimously.

E. NYS Lottery Lease Status Update

Several members of ECS administration will plan to meet with members of the New York State Lottery commission to discuss points of the lease that need further negotiation.

III. Personnel

A. Staff Updates

None

IV. Academic

A. School/ Student Updates

Family Fun Night will be 5/25/17. Honor and merit roll honorees have increased. Field

trips have been going well.

V. Other Business

A. Superintendent Report

Buffalo Public Schools will be visiting ECS on 5/24/17.

VI. Closing Items

A. Board Comments

none

B. Adjourn Meeting

M Baez made a motion to adjourn the meeting. D Terrell seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:16PM

APPROVED

7-24-17



Enterprise Charter School

Minutes

Board Meeting

Date and Time

June 26, 2017 5:30 PM

Location

275 Oak Street Partnership Room

Board Members Present

T. Ess

C. Elias

D. Terrell

J. Faunce

M. Baez

M. Donlon

S. Johnson

School Administrators Present

J. Schwab

A. Prinzing

L. Shanahan

D. Thompson

Y. Peay

Nancy Krug

Guests Present

Lisa Kirisits, Mike Rodasta, Kevin Von der Empten, V Cruz. J Schwab attended remotely.

II. Opening Items

A. Record Attendance and Guests

J Faunce, S Johnson were absent..

B. Call Meeting to Order

5:35 PM Meeting was called to order

C. Public Comment

none

D. Approve Minutes

D. Terrell made a motion to approve the May 2017 Board minutes. C. Elias seconded the motion. The motion passed unanimously.

E. Financial Statement

L Kirisits reviewed the financial statements ended May 31 2017

II. Finance

A. Approval of Financials

M Baez made a motion to accept the financial statements ended May 31 2017 as presented to the Board. D. Terrell seconded the motion. The motion passed unanimously

B. Request for Proposals

T Ess made a motion: The Board authorizes M Donlon to execute the bid process for the build-out of the common space within budget. Seconded by D Terrell. The motion passed unanimously.

C. Contract Approvals

T Ess made a motion to accept the following contracts as presented to the Board: Austin & Company July 1, 2017 - June 30, 2018. Diversified Services for PT/OT/Speech therapy. ESC for HR & payroll services month to month with 60 day notice option. Garber Consulting for E-rate July 1 2017 - June 30 2018. Willie Hutch Jones. Kirisits & Associates for Financial Consulting July 1 - 2017 - June 30 2018 at an hourly rate of \$105. Authors & Educators. D Terrell seconded the motion. The motion passed unanimously.

D. NYS Lottery Lease Status Update

Th board reviewed the lottery lease proposal and agreed to move forward with final lease revisions.

E. New Wave Energy Corp - Cost Savings Analysis for Gas and Electric

New Wave Energy Corp saved us over \$7000 in gas and electric over the past year.

III. Personnel

A. Staff Updates

Reviewed.

IV. Academic

A. School/ Student Updates

Graduation was last week.

V. Other Business

A. Superintendent Report

B. Board Candidates

VI. Closing Items

A. Board Comments

We need to start thinking about when we should RFP the contracts. Board on Track gave us a quote of \$2495 per year. We will research other options. T Ess made a motion to go into executive session in contemplation of adjournment to discuss HR matters. M Baez seconded the motion, The motion passed unanimously. The meeting went into executive session at 6:53PM.

B. Adjourn Meeting

D Terrell made a motion to exit executive session. seconded by M Baez. The motion passed unanimously. Meeting moved out of executive session and was adjourned at 7:10PM