

**Union Colony Schools Board Meeting Minutes**  
September 11, 2021

**Members in Attendance:**

Veronica Armendariz, Vice President  
Jamie Wood, Secretary  
Ron Lamb, Member  
Ashleigh Jacks, Member  
Jeremy Herndon, Member

**Administration in Attendance:**

Jemiah Fowler, UCS Executive Director  
Carrie Leffler, UCPS Principal  
Dave Warner, UCES Principal  
Mandy Bailey, UCES Assistant Principal

**Members Absent:**

Heather Bunyan, President  
Kristen Arnold, Treasurer

The board meeting was held at Union Colony Preparatory School on September 11, 2021.  
Meeting was called to order at 8:00 am by Armendariz.

**Public Comments**

There were no public comments.

**Staff Presentations**

Tracy McQuitty, UCES 1st grade teacher, provided an overview of the 1st grade literacy curriculum, skills, and teaching methods. 140 minutes of each school day are spent on literacy skills for first graders.

**Action Items**

- Consent agenda was approved. Motion by Jacks. Second by Herndon, Motion passed.  
Consent agenda included:
  - Approval of August 14, 2021 Minutes
- Approval of policy revision for policy ADC (tobacco free schools) and ADD (safe schools). Motion by Herndon, Second by Lamb, Motion passed.

**Discussion Items**

- Fowler provided an update on the construction projects. Final landscaping will begin on the secondary campus on September 13th. The elementary project is going through the permit process. There's a possibility that the expansion of classrooms could be scaled back to decrease the cost of the project, but the vast majority of the project is being funded by bond proceeds. There are many considerations regarding the addition of preschool, Fowler is continuing to research the requirements and costs to see if this is feasible.
- Board reviewed the Safely in School Plan that was revised in early September. Administration will review the plan in early October to see if changes are needed and will

communicate to parents at that time. Overall, the majority of feedback from parents has been positive.

- Board reviewed the policy change recommendations for Policy AC (Non-discrimination/equal opportunity). Policies are being revised to ensure they meet all the legal requirements.

### **Board Reports**

- Armendariz summarized the Board Module, Special Education.
- The Governance Committee has its first meeting on Monday and will be meeting twice a month during the first semester. Goal is to have a written document that outlines the governance framework by the end of December.
- Board will continue to attend Faculty Council meetings when possible.

### **Administration/Other Reports**

- Leffler reviewed the activities at UCPS. Leffler reviewed the results of the CMAS testing in 20-21. Last year, the testing environment was changed to facilitate the test being taken in smaller group settings and staff believes this was beneficial. This year all 6th and 7th graders have double blocks of Language and Math. PSAT and SAT prep will be provided in the weekly advisory period this year for 10th and 11th graders. The early release day on Thursdays has been used for staff collaboration and review of student data.
- Warner reviewed the activities at UCES. On August 19th, a virtual family engagement night was held. The instructional coaching and mentoring program has been positive. Work on building the community gardens is continuing and once ready, students will be introduced to gardening. The recent school closure due to a COVID-induced staff shortage was discussed. Warner assured Board that the staff is committed to staying in-person as much as possible. Board expressed concern at the impact remote learning and individual student quarantines is having on our students and families.
- Board discussed the large budget deficit for 21-22 due to lower than budgeted enrollment. Enrollment is currently at 734 resulting in a decrease in revenue of over \$700,000. Board wants to make sure staff is aware of the financial situation. Once final enrollment is certified in early October, the budget committee will meet to determine recommendations for dealing with the revenue shortfall.
- Tom Stokovaz, IT Director, gave a technology update. The new website for the school is set to launch October 1st.
- Bailey reviewed the UCES CMAS scores.
- Shelly Coleman, UCPS Faculty Council President, gave an overview of upcoming items being discussed at UCPS Faculty Council, including a revival of the Marketing Committee.

### **Director's Report**

- Fowler discussed the decline in enrollment. Fowler believes the decline in enrollment is primarily driven by COVID, and expects that once the pandemic is over we should be

able to return to pre-COVID numbers over the course of 2-3 years. Plans are being discussed to build budgets on a lower enrollment number than we had in the past.

**Adjournment**

- Meeting was adjourned at 9:37 am.