



# Entry 1 School Information

Created: 07/21/2017 • Last updated: 07/27/2017

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer **(as of June 30, 2017)** or you may not be assigned the correct tasks.

**a. SCHOOL NAME AND BEDS#** ELMWOOD VILLAGE CS (REGENTS)

(Select name from the drop down menu)

**b. CHARTER AUTHORIZER** Regents-Authorized Charter School

(For technical reasons, please re-select authorizer name from the drop down menu).

**c. DISTRICT / CSD OF LOCATION** Buffalo

## d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	40 Days Park Buffalo, NY 14201			

## d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Danielle Bruno
Title	Director
Emergency Phone Number (###-###-####)	

**e. SCHOOL WEB ADDRESS (URL)** [www.evcsbuffalo.org](http://www.evcsbuffalo.org)

**f. DATE OF INITIAL CHARTER** 01/2006

**g. DATE FIRST OPENED FOR INSTRUCTION** 09/2006

## **h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

### MISSION STATEMENT

The Elmwood Village Charter School will provide a stimulating and engaging learning environment that recognizes student capability, fosters their connectedness to their immediate and broader communities, and offers them ways to contribute to school life. EVCS believes that all students can and will learn at high levels when provided with the right learning conditions.

## **h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Brief description of Key design elements are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	Small, K-8 community: EVCS will expand from 200 students in K-6 to 350 students in K-8 by the end of its second charter term (and 450 K-8 students at its full capacity)
Variable 2	Smaller Class Size: EVCS has an average of 25 students per class compared to 28 students per class (grades 3-6) in the Buffalo Public Schools.
Variable 3	Student to Teacher Ratio: each classroom has a small student to teacher ratio (with one certified teacher and a teacher’s aide or teaching assistant in Kindergarten; a certified teacher and a shared teacher’s aide or teaching assistant in other grades) which allows for more individualized attention and better quality education.
Variable 4	Community alliances: students interact with community leaders, institutions, and artists; EVCS makes full use of community resources.
Variable 5	Longer daily schedule and school year: The school day runs for seven hours each day, with optional before-care and after-care. This provides students with approximately one extra day of instruction per week compared to the district of location. The school year starts at the beginning of September, and goes through the end of June. This provides at least one extra week of instruction per year.
Variable 6	More time on task: extended periods are provided for the

	core subjects (English Language Arts and Math) along with tutoring and enrichment opportunities.
Variable 7	Interdisciplinary curriculum: EVCS emphasizes cross-curricular educational development where the connection between different fields of knowledge is shown through theme-based and project-focused instruction.
Variable 8	Arts integration: arts are used as a catalyst for teaching across the curriculum to broaden and deepen the assimilation of the material presented in core subjects. This program of integration has been shown to improve students' test scores.
Variable 9	Parental involvement: Students do better in school when parents communicate with teachers and become involved in the school. EVCS has added opportunities for parent-teacher communication and for parental participation in school activities and events.
Variable 10	Technology integration: EVCS is committed to using educational technologies in support of student success. The curriculum develops computer and software proficiency. Media and information literacy are developed through the classroom and librarian, as well as through partnerships with community organizations.

**i. TOTAL ENROLLMENT ON JUNE 30, 2017**      400

**j. GRADES SERVED IN SCHOOL YEAR 2016-17**

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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**k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**      No

I1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.
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I2. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	40 Days Park Buffalo, NY 14201		BUFFALO CITY SD	K-8	No	Own
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Danielle Bruno			
Operational Leader	Liz Evans			
Compliance Contact	Danielle Bruno			
Complaint Contact	Danielle Bruno			

m1. Is the school or are the school sites co-located? No

**n1. Were there any revisions to the school's charter during the 2016-17 school year? (Please include approved or pending material and non-material charter revisions).**

No

**o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report.**

Liz Evans, Operations Manager; Lisa Kirisits, CPA; Danielle Bruno, Director

**p. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES** if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

**Signature, Head of Charter School**

Handwritten signature of Danielle Bruno in black ink.

**Signature, President of the Board of Trustees**

Handwritten signature of Mimi B in black ink, followed by a hyphen.

**Date** 2017/07/27

**Thank you.**



# Entry 2 NYS School Report Card Link

Last updated: 07/21/2017

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## **1. NEW YORK STATE REPORT CARD**

[https://data.nysed.gov/reportcard.php?  
year=2016&instid=800000059315](https://data.nysed.gov/reportcard.php?year=2016&instid=800000059315)

**Provide a direct URL or web link  
to the most recent New York  
State School Report Card for the  
charter school (See  
<https://reportcards.nysed.gov/>).**

(Charter schools completing year one  
will not yet have a School Report Card or  
link to one. Please type "URL is not  
available" in the space provided).



# Entry 3 Progress Toward Goals

Last updated: 07/31/2017

## PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2017. If the goals are based on student performance data that the school will not have access to before August 1, 2017 (e.g., the NYS Assessment results), please state this in the last column. The information can be updated when available. Please complete and submit no later than November 1, 2017.

## 1. ACADEMIC STUDENT PERFORMANCE GOALS

### 2016-17 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	The students in grade 3 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 2	The students in grade 4 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 3	The students in grade 5 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20%	New York State Assessments		NYS Assessment data is not yet available

	on NYS ELA assessments for their grade level.			
Academic Goal 4	The students in grade 6 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 5	The students in grade 7 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 6	The students in grade 8 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 7	The students in grade 3 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 8	The students in grade 4 who have been continuously enrolled at EVCS will outperform the district of location in	New York State Assessments		NYS Assessment data is not yet available



	proficiency by 20% on NYS Math assessments for their grade level.			
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**2. Do have more academic goals to add?**    Yes

**2016-17 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	The students in grade 5 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 10	The students in grade 6 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 11	The students in grade 7 who have been continuously enrolled at EVCS will outperform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
	The students in grade 8 who have been continuously enrolled at EVCS will			

Academic Goal 12	outperform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	New York State Assessments		NYS Assessment data is not yet available
Academic Goal 13	The students in grades 3 – 8 who have been continuously enrolled at EVCS for at least a full year will meet or exceed the state average in ELA proficiency.	New York State ELA Assessments		NYS Assessment data is not yet available
Academic Goal 14	The students in grades 3 – 8 who have been continuously enrolled at EVCS for at least a full year will meet or exceed the state average in math proficiency.	New York State Math Assessments		NYS Assessment data is not yet available
Academic Goal 15	80% or more of the cohort of students who were enrolled continuously from Kindergarten through grade 3 at Elmwood Village Charter School will achieve proficiency or mastery in ELA.	Grade 3 NYS ELA Assessments		NYS Assessment data is not yet available
Academic Goal 16	80% or more of the cohort of students who were enrolled continuously from grade 3 through grade 4 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year	Grade 4 NYS ELA Assessment		NYS Assessment data is not yet available

**3. Do have more academic goals to add?** Yes

**2016-17 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17	80% or more of the cohort of students who were enrolled continuously from grade 4 through grade 5 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year	Grade 5 NYS ELA Assessment		NYS Assessment data is not yet available
Academic Goal 18	80% or more of the cohort of students who were enrolled continuously from grade 5 through grade 6 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year	Grade 6 NYS ELA Assessment		NYS Assessment data is not yet available
Academic Goal 19	80% or more of the cohort of students who were enrolled continuously from grade 6 through grade 7 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 7 NYS ELA Assessment		NYS Assessment data is not yet available

Academic Goal 20	80% or more of the cohort of students who were enrolled continuously from grade 7 through grade 8 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 8 NYS ELA Assessment		NYS Assessment data is not yet available
Academic Goal 21	80% or more of the cohort of students who were enrolled continuously from Kindergarten through grade 3 at Elmwood Village Charter School will achieve proficiency or mastery.	Grade 3 ELA Math Assessment		NYS Assessment data is not yet available
Academic Goal 22	80% or more of the cohort of students who were enrolled continuously from grade 3 through grade 4 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 4 NYS Math Assessment		NYS Assessment data is not yet available
Academic Goal 23	80% or more of the cohort of students who were enrolled continuously from grade 4 through grade 5 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 5 NYS Math Assessment		NYS Assessment data is not yet available
	80% or more of the			

Academic Goal 24	cohort of students who were enrolled continuously from grade 5 through grade 6 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 6 NYS Math Assessment		NYS Assessment data is not yet available
Academic Goal 25	80% or more of the cohort of students who were enrolled continuously from grade 6 through grade 7 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 7 NYS Math Assessment		NYS Assessment data is not yet available
Academic Goal 26	80% or more of the cohort of students who were enrolled continuously from grade 7 through grade 8 at Elmwood Village Charter School will achieve proficiency or mastery, or demonstrate 5% growth from the previous year.	Grade 8 NYS Math Assessment		NYS Assessment data is not yet available
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academ				

ic Goal 30				
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#### 4. ORGANIZATIONAL GOALS

##### 2016-17 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Once enrolled in EVCS, 85% of students will re-enroll for the following year, as measured by yearly enrollment data.	Re-enrollment numbers	Met	
Org Goal 2	85% of responding parents will report they are satisfied with EVCS, as measured by an annual survey	Annual Satisfaction Survey	Met	
Org Goal 3				
Org Goal 4				
Org Goal 5				

5. Do you have more organizational goals to add? No

#### 6. FINANCIAL GOALS

2016-17 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	N/A			
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



# Entry 4 Expenditures per Child

Last updated: 07/29/2017

## Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

### 1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2016-17 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

**Note:** The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	5457203
Line 2: Year End FTE student enrollment	400
Line 3: Divide Line 1 by Line 2	13641



## 2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2016-17 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

### Notes:

***The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:***

***<http://www.p12.nysed.gov/psc/AuditGuide.html>.***

**Employee benefit costs or expenditures should not be reported in the above calculations.**

Line 1: Relevant Personnel Services Cost (Row)	363279
Line 2: Management and General Cost (Column)	601029
Line 3: Sum of Line 1 and Line 2	964308
Line 5: Divide Line 3 by the Year End FTE student enrollment	2410

***Thank you.***

# New York State Education Department

## Request for Proposals to Establish Charter Schools Authorized by the - Board of Regents -

### **2017-18 Budget & Cash Flow Template**

#### **General Instructions and Notes for New Application Budgets and Cash Flows Templates**

<b>1</b>	Complete ALL SIX columns in <b>BLUE</b>
<b>2</b>	Enter information into the <b>GRAY</b> cells
<b>3</b>	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
<b>4</b>	School district per-pupil tuition information is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Rows may be inserted in the worksheet to accomodate additional districts if necessary.
<b>5</b>	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**Elmwood Village Charter School**

**PROJECTED BUDGET FOR 2017-2018**

**July 1, 2017 to June 30, 2018**

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	5,677,139	436,200	-	25,000	-	6,138,339
Total Expenses	3,919,204	888,023	343,136	15,000	897,951	6,063,314
Net Income	1,757,935	(451,823)	(343,136)	10,000	(897,951)	75,025
Actual Student Enrollment	425	26				-
Total Paid Student Enrollment	-	-				-

**PROGRAM SERVICES**

**SUPPORT SERVICES**

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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**REVENUE**

**REVENUES FROM STATE SOURCES**

Per Pupil Revenue CY Per Pupil Rate

<b>Buffalo Public Schools</b>	<b>\$12,705.00</b>
Various Districts	<b>\$11,000.00</b>
School District 3 (Enter Name)	
School District 4 (Enter Name)	
School District 5 (Enter Name)	

5,069,295	-	-	-	-	5,069,295
286,000	-	-	-	-	286,000
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<b>5,355,295</b>					<b>5,355,295</b>

Special Education Revenue

-	436,200	-	-	-	436,200
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Grants

Stimulus

Other

Other State Revenue

-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

**TOTAL REVENUE FROM STATE SOURCES**

<b>5,355,295</b>	<b>436,200</b>				<b>5,791,495</b>
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**REVENUE FROM FEDERAL FUNDING**

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

-	-	-	-	-	-
70,000	-	-	-	-	70,000
8,600	-	-	-	-	8,600
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

**TOTAL REVENUE FROM FEDERAL SOURCES**

<b>78,600</b>					<b>78,600</b>
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**LOCAL and OTHER REVENUE**

Contributions and Donations, Fundraising

Erate Reimbursement

Interest Income, Earnings on Investments,

NYC-DYCD (Department of Youth and Community Developmt.)

Food Service (Income from meals)

Text Book

Other Local Revenue

			25,000		25,000
					-
2,200					2,200
					-
					-
					-
241,044					241,044

**TOTAL REVENUE FROM LOCAL and OTHER SOURCES**

<b>243,244</b>			<b>25,000</b>		<b>268,244</b>
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**TOTAL REVENUE**

<b>5,677,139</b>	<b>436,200</b>		<b>25,000</b>		<b>6,138,339</b>
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**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

No. of Positions

Executive Management

Instructional Management

Deans, Directors & Coordinators

CFO / Director of Finance

1.00	-	-	-	-	106,100	106,100
1.00	60,000	-	-	-	-	60,000
1.00	36,000	-	-	-	-	36,000
-	-	-	-	-	-	-

**Elmwood Village Charter School**

**PROJECTED BUDGET FOR 2017-2018**

**July 1, 2017 to June 30, 2018**

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Net Income	1,757,935	(451,823)	(343,136)	10,000	(897,951)	75,025
Actual Student Enrollment	425	26				-
Total Paid Student Enrollment	-	-				-

**PROGRAM SERVICES**

**SUPPORT SERVICES**

		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Operation / Business Manager	1.00	-	-	-	-	36,000	36,000
Administrative Staff	3.00	-	-	-	-	113,501	113,501
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7</b>	<b>96,000</b>				<b>255,601</b>	<b>351,601</b>
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	26.50	1,173,510					1,173,510
Teachers - SPED	10.00		445,630				445,630
Substitute Teachers	2.00	81,400					81,400
Teaching Assistants	16.00	436,700					436,700
Specialty Teachers	6.50	207,175					207,175
Aides	-						-
Therapists & Counselors	-						-
Other	-						-
<b>TOTAL INSTRUCTIONAL</b>	<b>61</b>	<b>1,898,785</b>	<b>445,630</b>				<b>2,344,415</b>
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	1.50	-	-	59,695	-	-	59,695
Librarian	-	-	-	-	-	-	-
Custodian	5.00	-	-	-	-	92,820	92,820
Security	-	-	-	-	-	-	-
Other	3.50	-	-	122,800	-	-	122,800
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>10</b>			<b>182,495</b>		<b>92,820</b>	<b>275,315</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>78</b>	<b>1,994,785</b>	<b>445,630</b>	<b>182,495</b>		<b>348,421</b>	<b>2,971,331</b>
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		192,731	55,236	22,620		29,513	300,100
Fringe / Employee Benefits		388,185	111,252	45,560		59,442	604,439
Retirement / Pension		173,143	49,622	20,321	-	26,513	269,599
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>754,059</b>	<b>216,110</b>	<b>88,501</b>		<b>115,468</b>	<b>1,174,138</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>2,748,844</b>	<b>661,740</b>	<b>270,996</b>		<b>463,889</b>	<b>4,145,469</b>
<b>CONTRACTED SERVICES</b>							
Accounting / Audit							-
Legal							-
Management Company Fee							-
Nurse Services							-
Food Service / School Lunch							-
Payroll Services							-
Special Ed Services							-
Titlement Services (i.e. Title I)							-
Other Purchased / Professional / Consulting		30,207	2,209	905		87,680	121,001
<b>TOTAL CONTRACTED SERVICES</b>		<b>30,207</b>	<b>2,209</b>	<b>905</b>		<b>87,680</b>	<b>121,001</b>
<b>SCHOOL OPERATIONS</b>							
Board Expenses		-	-	-	-	-	-
Classroom / Teaching Supplies & Materials		37,500					37,500

**Elmwood Village Charter School**

**PROJECTED BUDGET FOR 2017-2018**

**July 1, 2017 to June 30, 2018**

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Total Paid Student Enrollment	-	-				-

**PROGRAM SERVICES**

**SUPPORT SERVICES**

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Special Ed Supplies & Materials		80,000				80,000
Textbooks / Workbooks	71,000					71,000
Supplies & Materials other						-
Equipment / Furniture						-
Telephone	9,633	2,761	1,131		1,475	15,000
Technology	52,500					52,500
Student Testing & Assessment	42,500					42,500
Field Trips	42,500					42,500
Transportation (student)	25,000					25,000
Student Services - other			5,000			5,000
Office Expense					34,000	34,000
Staff Development	26,890					26,890
Staff Recruitment						-
Student Recruitment / Marketing	7,000					7,000
School Meals / Lunch						-
Travel (Staff)						-
Fundraising				15,000		15,000
Other	172,338	47,156	19,311		43,195	282,000
<b>TOTAL SCHOOL OPERATIONS</b>	<b>486,861</b>	<b>129,917</b>	<b>25,442</b>	<b>15,000</b>	<b>78,670</b>	<b>735,890</b>

**FACILITY OPERATION & MAINTENANCE**

Insurance					95,950	95,950
Janitorial					30,000	30,000
Building and Land Rent / Lease	179,761	51,519	21,098		27,526	279,904
Repairs & Maintenance	61,525	17,633	7,221		9,421	95,800
Equipment / Furniture						-
Security						-
Utilities	44,506	12,755	5,224		6,815	69,300
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>285,792</b>	<b>81,907</b>	<b>33,543</b>		<b>169,712</b>	<b>570,954</b>

**DEPRECIATION & AMORTIZATION**

	367,500	12,250	12,250		98,000	490,000
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**DISSOLUTION ESCROW & RESERVES / CONTINGENCY**

	-	-	-	-	-	-
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**TOTAL EXPENSES**

	<b>3,919,204</b>	<b>888,023</b>	<b>343,136</b>	<b>15,000</b>	<b>897,951</b>	<b>6,063,314</b>
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**NET INCOME**

	<b>1,757,935</b>	<b>(451,823)</b>	<b>(343,136)</b>	<b>10,000</b>	<b>(897,951)</b>	<b>75,025</b>
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**ENROLLMENT - \*School Districts Are Linked To Above Entries\***

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
Buffalo Public Schools	399	26	425
Various Districts	26		26
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
<b>TOTAL ENROLLMENT</b>	<b>425</b>	<b>26</b>	<b>451</b>
<b>REVENUE PER PUPIL</b>	<b>13,358</b>	<b>16,777</b>	<b>-</b>

Elmwood Village Charter School

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	5,677,139	436,200	-	25,000	-	6,138,339
Total Expenses	3,919,204	888,023	343,136	15,000	897,951	6,063,314
Net Income	1,757,935	(451,823)	(343,136)	10,000	(897,951)	75,025
Actual Student Enrollment	425	26				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
EXPENSES PER PUPIL	9,222	34,155	761			

[illegible]

[illegible]



[illegible]

[illegible]

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

MATTHEW E. RYAN

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank. <div style="text-align: center; font-size: 2em; font-family: cursive;">None</div>			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
		None		

Signature

Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

Matthew Moscato

**Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):**

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Treasurer

2. Is the trustee an employee of any school operated by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>

*Please write "None" if applicable. Do not leave this space blank.*

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None	None	None	None	None

Signature

Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

Kathleen V. Franklin Adams

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
☐ Yes ☒ No



If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
N	None	N	E

Please write "None" if applicable. Do not leave this space blank.

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
	N	0	NE	

Signature

Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

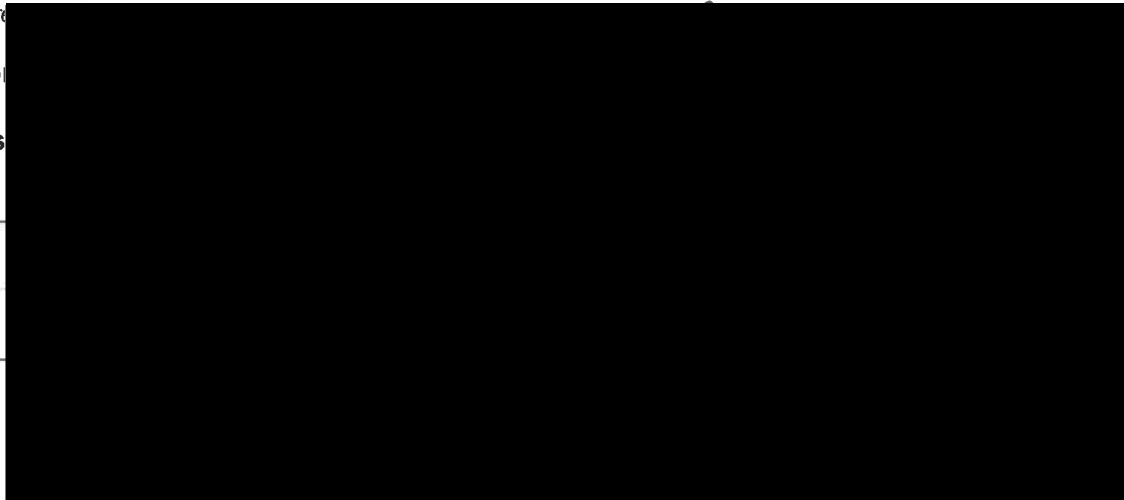
Business Telephone:

Business Address:

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_





<p align="center"><b>Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</b></p>
---

Trustee Name:

Elizabeth Santacrose

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Board of Trustees - Parent Representative

2. Is the trustee an employee of any school operated by the Education Corporation?  
 \_\_\_ Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

\_\_\_ Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>

Please write "None" if applicable. Do not leave this space blank.

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
<i>None</i>	<i>None</i>	<i>None</i>	<i>None</i>	<i>None</i>

Signature *E. J. Lacroix* Date *6-21-17*

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: *N/A*

Business Address: *N/A*

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name: JENNIFER BERNACKI SMITH

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). VICE-PRESIDENT

2. Is the trustee an employee of any school operated by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<u>NONE</u> <i>Please write "None" if applicable. Do not leave this space blank.</i>			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. Do not leave this space blank. <b>NONE</b>				

  
Signature

6.21.17  
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

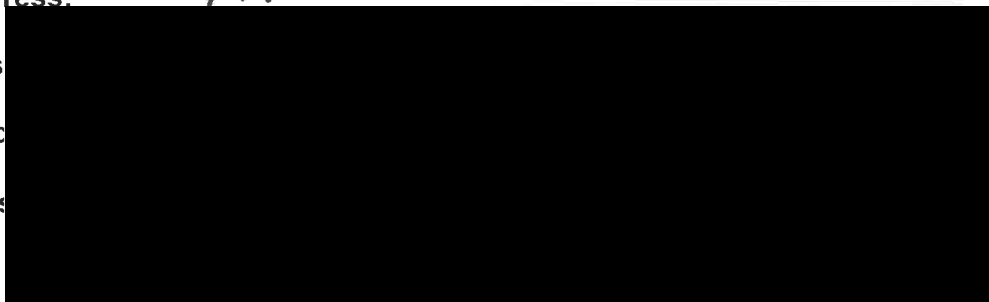
Business Telephone: N/A

Business Address: N/A

E-mail Address

Home Telephone

Home Address



**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

Marguerite Battoglia

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?  
 \_\_\_ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 \_\_\_ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank.			
None	None	None	None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>None</i>	<i>None</i>	<i>None</i>	<i>None</i>	<i>None</i>

*Marguerite Bartaglia* *June 21, 2017*  
 Signature Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: *None*

Business Address: *None*

E-mail Address

Home Telephone

Home Address

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

Mimi BARNES-Coppola

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Board Chair person

2. Is the trustee an employee of any school operated by the Education Corporation?  
 \_\_\_ Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

\_\_\_ Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank. <div style="text-align: center; font-size: 2em; font-family: cursive;">NONE</div>			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

*Mimi Barnes-Coyote*

Signature

Date

6-21-17

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

Pamela K. Bollock

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Elmwood Village Charter School Days Park

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Secretary

2. Is the trustee an employee of any school operated by the Education Corporation?  
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
2016-2017 academic year	Daughter is employed by the school	Recused self	Anne Wechsler daughter

Please write "None" if applicable. Do not leave this space blank.

from discussion and voting on matters specific to her employment

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				


6-21-17  
 Signature Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

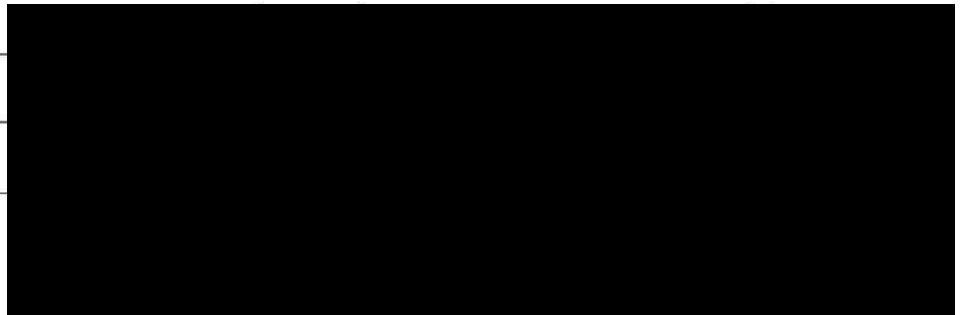
Business Telephone: retired

Business Address: —

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



Disclosure of Financial Interest by a Charter School Trustee or Proposed  
Charter Education Corporation Trustee

Trustee Name:  
\_\_\_\_\_Natalie Stoyanoff\_\_\_\_\_

Name of Charter School Education Corporation (for an unmerged school,  
this is the Charter School Name:

Elmwood Village Charter School Days Park

1. List all positions held on board (e.g., president, treasurer, parent representative)  
Member
2. Is the trustee an employee of the school? \_\_\_\_Yes \_\_X\_\_No  
  
If Yes, please provide a description of the position you hold and your responsibilities,  
your salary and your start date.
3. Is the trustee an employee or agent of the management company or institutional  
partner of the charter school? \_\_\_\_Yes \_\_X\_\_No  
  
If Yes, please provide a description of the position you hold and your responsibilities,  
your salary and your start date.
4. Identify each interest/transaction (and provide the requested information) that you or  
any of your immediate family members or any persons who live with you in your  
house have held or engaged in with the charter school during the time you have  
served on the board, and in the six-month period prior to such service. If there has  
been no such financial interest or transaction, write **None**. Please note that if you  
answered **Yes** to Question 2-4 above, you need not disclose again your employment  
status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
N	O	N	E

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
	N	O	N	E

Signature

7/19/17  
Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** N/A

**Business Address:** N/A

**E-mail Address**

Home Telephone: [REDACTED]

**Home Address** [REDACTED]

<p align="center"><b>Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</b></p>
---

**Trustee Name:**     Tayrin Tapia formerly Tayrin Torres

---

**Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):**

**Elmwood Village Charter School Days Park**

---

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Parent Representative

2. Is the trustee an employee of any school operated by the Education Corporation?  
       \_\_\_ **Yes**    ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
       \_\_\_ **Yes**    ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
N	O	N	E	

*Please write "None" if applicable. Do not leave this space blank.*

Signature

7/11/17

Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_



# Entry 9 BOT Table

Last updated: 07/21/2017

(tab across or use scroll bar at bottom of table)

## 1. Current Board Member Information

	Trustee Name	Email Addresses	Position on the Board	Committee Affiliations	Voting Member Per By-Laws? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)	Number of Board Mtgs Attended during 2016-17?
1	Mimi Barnes - Coppola		Chair/ Board President	Nominating, Finance, Executive	Yes	Founder, Educator	4 terms Aug. 2007-June 2010 (elected 8/15/07) July 2010-June 2013 (re-elected 6/24/10) July 2013-June 2016 July 2016-June 2019 (re-electe	10

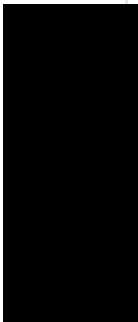
							d 6/15/2016)	
2	Marguerite Battaglia		Trustee/Member	Nominating	Yes	Founder, Educator	4 terms June 2006-June 2009 (elected 6/2006) ) July 2009-June 2012(re-elected 6/24/09) July 2012 - June 2015 July 2015-June 2018 (re-elected 6/17/15)	11
3	Jennifer Bernac		Vice Chair/Vice	Executive, Facilities	Yes	Attorney	3 terms January 2013-June 2013 (filling the remainder of the term of Frank Housh, who resign	5 or less



	ki Smith	<div></div>	Preside nt	es			ed Decem ber 2012) July 2013- June 2016 June 2016- July 2019 (re- electe d 6/15/2 016)	
4	Elizabe th Santac rose	<div></div>	Parent Repres entativ e		Yes	Parent, Attorn ey	1 term July 2015- June 2018	11
5	Kathy Frankli n- Adams	<div></div>			Yes	Educator	5 terms August 2006- July 2008 (electe d 8/06) August 2008- June 2011 (re- electe d 6/18/2 008), July 2011- June 2014 (re- electe d 6/15/1 1) July 2014- June 2017	11

							(re-electe d 5/2014 July 2017- June 2020 (re-electe d June 2017)	
6	Matthe w Moscat i		Treasu rer	Execut ive, Faciliti es, Financ e	Yes	Archite ct	July 2015- June 2018 Electe d 6/17/2 015	8
7	Pamel a Pollock		Secret ary	Execut ive	Yes	Educator	4 terms August 2007- June 2010 (electe d 8/07) July 2010- June 2013 (re-electe d 6/24/1 0) July 2013- June 2016 (re-electe d 6/19/1 3) July 2016- June 2019 (re-electe d 6/15/2	10

							016)	
8	Matthe w Ryan		Truste e/Mem ber	Financ e	Yes	Financ e	3 terms July 2010- June 2013 July 2013- June 2016 (re- electe d 6/19/2 013) June 2016- July 2019 (re- electe d 6/15/2 016)	9
9	Natalie Stoyan off		Truste e/Mem ber	Facility	Yes	Strage gic Planni ng	2 Terms March 2013- June 2015 (filling an open board seat) Electe d 2/12/2 014 July 2015- June 2019 (re- electe d 6/17/2 015)	10
							1 year	

10	Tayrin Tapia		Parent Representative		Yes	Parent	term. July 2016-June 2017 (fulfilling the remainder of the term vacated by Ingrid Knight, elected June 2016	5 or less
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

**2. Total Number of Members on June 30, 2016** 10

**3. Total Number of Members Joining the Board 2016-17 School Year** 0

**4. Total Number of Members Departing the Board during the 2016-17 School Year** 0

**5. Number of Voting Members** 11  
**2016-17, as set by the by-laws,  
resolution or minutes**

**6. Number of Board Meetings** 11  
**Conducted in the 2016-17 School  
Year**

**7. Number of Board Meetings** 12  
**Scheduled for the [2017-18](#)  
School Year**

**Thank you.**



# Entry 10 - Board Meeting Minutes

Last updated: 07/27/2017

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## [Instructions for submitting minutes of the BOT monthly meetings](#)

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2016--June 2017.

**A. Provide a URL link to the** (No response)

**Monthly Board Meeting Minutes**  
**which are posted on the School's**  
**web page.**

**OR**

**B. Upload All Monthly Board Meeting Minutes**

Combine into one .PDF file

<https://nysed-cso-reports.fluidreview.com/resp/11014121/wNFCVDEEJA/>

**The Elmwood Village Charter School  
Board of Trustees Meeting  
Wednesday, August 17, 2016**

**Trustees Present:** Mimi Barnes-Coppola; Marguerite Battaglia; Jennifer Bernacki-Smith; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Natalie Stoyanoff

**Trustees Excused:** None

**Trustees Absent:** None

**Others Present:** Danielle Bruno, EVCS Director; Elizabeth Evans, EVCS Operations Manager; Tayrin Torres-Tapia, EVCS BOT Parent Representative-elect

1. Chairperson Mimi Barnes-Coppola called the meeting to order at 6:04 p.m. She presented the agenda for the meeting. There were no changes. Approved.
2. Mimi introduced the new Director of EVCS, Danielle Bruno. She also introduced Tayrin Torres-Tapia who, pending approval from Albany, will serve as Parent Representative to the Board of Trustees to fill the remainder of Ingrid Knight's unexpired term.
3. MINUTES

Minutes from the Board of Trustees Meeting held on June 15, 2016 were presented. Matt Ryan moved and Marguerite seconded that the minutes be accepted. Approved unanimously.

1. SCHOOL ACCOUNTS AND BALANCES UPDATE

Lisa Kirisits, EVCS Accountant, was scheduled to provide an update of school accounts and balances. However, she re-scheduled that report for the September BOT meeting, as bills and payments from the end of the fiscal year have not yet been completed and recorded. A representative from Lumsden-McCormick will also be attending the September meeting to present the results of the financial audit.

5. FINANCIAL STATEMENT

The financial statement was also unavailable due to Year-end delays. Matt reported that the one million dollar escrow account which had been established for EVCS-1 was no longer required. He stated that the money had been applied to the 1.2 million dollar purchase price of the Hertel Avenue site for the school. The remainder of the purchase price was borrowed from the Operations Account of EVCS-1 and secured by a portion of the EVCS ladder security account until EVCS-2 actually exists.

6. REQUEST FOR NEW MORTGAGE on 124 ELMWOOD

Landlord, Sam Savarino, wants to refinance the original EVCS site which is currently sub-leased to Autism Services. This action apparently requires sign-off from the lease-holders. Liz Evans will attempt to locate a copy of the original lease and the sub-lease agreement. She will work with Jen and Liz Santacrose, who are attorneys, to assess how the refinancing might effect EVCS and Autistic Services.

7. DIRECTOR'S REPORT

Ms. Bruno expressed thanks to the Board of Trustees "for entrusting this incredible School to her care" and pledged to maintain the high standards of EVCS.

She also took time to honor her predecessor, EVCS Founding Director, John Sheffield, who "created a foundation that will carry the school into the next millennium."

**Personnel**

Ms. Bruno respectfully requested Board approval for the following personnel actions:  
Hires:

- **Monica Asencio**, Grade 6 Assistant Teacher  
Ms. Asencio earned a B.S. in Elementary Education from Florida International University. She holds certifications in Elementary Education (K-6), English for Speakers of Other Languages (ESOL) in Florida, and Multiple Subject Teaching Credentials in California. Her NYS Initial Certification in Childhood Education (Grades 1-6) is in progress.
- **Jennifer Hejmanowski**, Grade 4 Lead Teacher  
Ms. Hejmanowski holds a B.A. in English from Daemen College and an Ed. M. in

Childhood Education from SUNY Buffalo. She also earned an Advanced Certificate in Literacy Teaching from SUNY Buffalo. She holds NYS Professional Certifications in Early Childhood/Childhood Education (N-6) and her application for the Literacy Specialist (N-6) certification is in progress.

- **Jamella Holmes**, Grade 1 Assistant Teacher  
Ms. Holmes earned a B.S. in Childhood Education and a M.S. in Education at Buffalo State College. She holds NYS Professional Certifications in Early Childhood and Childhood Education (N-6)
- **Caitlin Kozlowski**, Grade 5 Assistant Teacher  
Ms. Kozlowski joins the EVCS faculty after completing a student teaching internship at the school. She earned a B.S. in Early Childhood /Childhood Education and a M.S. in Education from Mediallle College. She holds NYS Initial Certifications in Early Childhood and Childhood Education (N-6).
- **Tess Leverenz**, Grade 5 Assistant Teacher  
Ms. Leverenz holds undergraduate degrees in Spanish (B.A.) and Childhood Education (B.S.) from SUNY Geneseo, and earned her M.S. Ed. in Dual Language/Bilingual Childhood Special and General Education from Bank Street College of Education. She holds NYS Initial Certifications in Childhood Education (1-6), and Spanish (7-12).
- **Jessica Pepe**, Grade 6 Lead Teacher  
Ms. Pepe earned a B.A. in Middle Child Education and a M.S. in Special Education from Mercyhurst University. She holds NYS Initial Certifications in English Language Arts (Grades 5-9) and Middle Childhood Education Generalist (Grades 5-9).
- **Jenna Smith**, Grade 4 Assistant Teacher  
Ms. Smith earned a B.S. in Elementary Education and a M.S. in Exceptional Education at Buffalo State college. She holds NYS Initial Certifications in Early Childhood and Childhood Education (N-6) and Students with Disabilities (Grades 1-6).

Resignation:

- **Matt Plevniak**, Part-time Custodian

At the March, 2016 Board meeting, Mr. Sheffield reported his intention to create three positions to support the vision, mission and growth of EVCS. The positions were approved by the BOT at



that time. Prior to his departure, Mr. Sheffield followed through on his proposals. They were as follow:

Hire:

- **Christopher McDermott**, Part-Time Technology Support Coordinator

Mr. McDermott serves as a Library Systems Specialist and Senior programmer at Medialle College. He holds a Master's Degree in Library Science.

Change in Status:

- **Ebony McMillan**, Student Life and Community Connections Coordinator

Ms. McMillan has served as an Assistant Teacher at EVCS since the inception of the school, and she coordinates the Early Care Program. She has extensive training and experience in Responsive Classroom.

Stipend:

- **Kate Smidt**, Writing Coach

Ms. Smidt is a second grade Lead Teacher at EVCS with extensive training and expertise in the Writing Workshop model and the Lucy Calkins approach to writing instruction.

This is a \$2000 stipend.

**Matt Ryan moved and Kathy seconded a motion that all proposed personnel actions be approved. Approved unanimously.**

### **New York State Assessment Results**

Ms. Bruno presented an extensive selection of charts summarizing EVCS Assessment Results for 2016, including:

- 2016 ELA and Math Proficiency Rates by Subgroup Comparison ( NYS, Charter Schools, BPS, EVCS)
- 2016 ELA and Math Proficiency Rates by Grade Level Comparison (NYS, Charter Schools, BPS, EVCS)
- ELA and Math Proficiency Rates by Year\* and Grade Level Comparison (EVCS 2015, EVCS 2016)
- ELA and Math Proficiency Rates by Year\* and Subgroup Comparison (EVCS 2015, EVCS 2016)
- ELA and Math Proficiency Rates Cohort Study (3 years)

\*NYSED notes: Due to changes in 2016 exams, proficiency rates from prior assessment years are not directly comparable.

Results were discussed briefly and are available for additional study.

### **Professional Development**

Staff returned to EVCS on August 15th for two full weeks of professional development. Ms. Bruno recognized Anne Wechsler, Academic Program Coordinator, for designing meaningful professional learning opportunities for all. Her efforts in developing such an outstanding schedule were noted and appreciated. This year's topic were:

- *Wonders* Reading Program (Doreen Ural, McGraw Hill)
- Responsive Classroom (Andy Steck)
- Co-Teaching Partnerships and Trios (Danielle Bruno)

- SMARTBoard 101 and SMARTBoard 201 (Jen Murphy)
- Writing Workshop (Kate Smidt)
- eDoctrina 101 and eDoctrina 201 (Leah Kingston)
- Everyday Math (EM Webinar)
- Health and IT (Dana Fauth and Chris McDermott)
- Safety and Security (Danielle Bruno)
- Special Education, Testing and Data (Anne Landrigan)
- CPR Training (Dana Fauth)
- “Portrait of an EVCS Graduate” Anne Wechsler and Danielle Bruno)
- Assistant Teacher Manual Development (Susie Wlosinski)
- PLC Meeting - Middle School Advisory, Middle School ELA Integration (Anne Wechsler and Susie Wlosinski)

### **Safety and Security Updates**

Changes in New York State Education Law sections 2801-a, and 807, and 3604 will require EVCS to update Safety and Security Policies at the school. In summary, the following changes are noted:

- Response to threats of violence against self, and parent notification
- Annual staff training in safety and security procedures
- Designation of a Chief Emergency Officer
- Optional inclusion of a student representative on the School Safety Team
- Confidentiality of School Safety Plans (public comment no longer required)
- Inclusion of sheltering and lockdown procedures
- Inclusion of fire officials on Emergency Response Team
- Differentiation of School Safety Team and Emergency Response Team (terminology)
- Drill Requirements (fire/evacuation, lockdown)

Action steps to be taken with approval of the Board are:

- Director will work with operations manager to draft updated policy
- Update policy will be submitted for legal review
- Policy will be prepared and finalized for Board approval at the September meeting

### **Calendar Notes**

- The Annual School Picnic will take place on Thursday, August 18th, from 5:00-7:00 pm at the Parkside Lodge Shelter in Delaware Park.
- The Kindergarten Ice Cream Social will be held on Thursday, August 25th, from 5:30 - 7:30 pm at EVCS.
- The first day of school is Thursday, September 1st.

Meet the Teacher Night is scheduled for September 15th from 5:30-7:15 pm. There will be two information sessions for parents (5:30-6:15 and 6:30-7:15).

### **8. ACQUISITION OF REAL ESTATE**

Liz Evans stated that the purchase of the Hertel Avenue site for EVCS2 has been finalized.

EVCS has also put a refundable deposit on an adjacent parcel of land which might prove useful the school in the future.

### **9. REPLICATION STATUS REPORT**

- The Facilities Committee has met with some architectural firms regarding the necessary changes to the structure. They have asked three firms to submit plans. Matt Moscati reported that fees appear to be similar, but that construction costs can vary widely

depending on the plan selected. He noted that all three firms are credible and that further study will be necessary before a final decision can be made.

**Matt Moscati moved and Pam seconded that the facilities committee be authorized to generate follow-up questions and meet with necessary parties to reach a decision by September 1st. Approved unanimously.**

- Based on excellent performance as Owners' Representative during previous construction, it was agreed that Colby Smith be asked to continue in this capacity during the remodeling for EVCS2.
- The Days Park building is installing high speed fiber optics. There will be all new wireless and a completely new phone system.

#### 10. STATUS UPDATE REGARDING PARENT REPRESENTATIVE

Mimi reiterated that Tayrin Torres-Tapia will assume her official duties as Parent Representative to the BOT upon approval of the NYS Department of Education.

#### 11. COMMUNITY ASSOCIATION UPDATE

Liz Santacrose reported that the plans are set for the annual Back to School Picnic to be held on August 18.

The big item on the C.A. calendar is the coming *Evening In Days Park* fund raising event scheduled for Saturday, October 15. They have modified the pricing structure this year in hopes of increasing attendance. As this year marks the tenth anniversary of the opening of EVCS, the theme of the event will be "Celebrating Ten Years of Educational Excellence".

#### 12. NEW BUSINESS/ANNOUNCEMENTS

There was no new business.

Ms. Bruno announced that she had met with the leadership group of the Days Park Block Club. The meeting was very successful and the group looks forward to working with EVCS in the future.

**Jen moved and Liz Santacrose seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:46 p.m.

Respectfully submitted,  
Pamela Pollock

Future Meetings - Meetings at 6:00 p.m.: Sept. 21, 2016; Oct. 19, 2016; Nov.16, 2016; Dec. 21, 2016; Jan.18, 2017; Feb. 15, 2017; Mar.15, 2017; April 19, 2017; May 10, 2017, June 21, 2017; July 19, 2017 (tentative)

**Elmwood Village Charter School - Days Park**  
**Board of Trustees Meeting**  
**Wednesday, September 21, 2016**

**Trustees Present:** Mimi Barnes-Coppola; Marguerite Battaglia; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Matthew Ryan, Elizabeth Santacrose; Natalie Stoyanoff

**Trustees Excused:** Jennifer Bernacki-Smith; Tayrin Torres-Tapia

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS Days Park; Elizabeth Evans, Operations Manager, EVCS Days Park; Anne Wechsler, Academic Program Coordinator, EVCS Days Park

1. Chairperson, Mimi Barnes-Coppola, called the meeting to order at 6:25 PM . She presented the agenda for the meeting. There were no Changes. Approved.

2. Mimi announced that Tayrin Torres-Tapia had been officially approved by New York State to assume a seat on the EVCS Board of Trustees.

3. MINUTES

Minutes from the Board of Trustees Meeting held on August 17, 2016 were presented. **Matt Ryan moved and Natalie seconded that the minutes be accepted. Approved unanimously.**

4. SCHOOL ACCOUNTS AND BALANCES

Lisa Kirisits, EVCS Accountant, was again unavailable to report this evening. During a telephone conversation, she had reiterated that the books were being left open in order to complete transactions from the fiscal year ended July 31, 2016. Matt Moscati voiced concerns that this leaves the school without an accurate picture of the financial status since May, 2016. A yearly calendar of the Boards's expectations regarding reporting expectations has not been followed. The question arose regarding whether EVCS should start keeping a separate set of books was raised. **Mimi moved and Natalie seconded that the Finance Committee and Operations people from the school have a constructive conversation with people at Kirisits and Associates regarding expectations, accuracy and timeliness. Approved unanimously.** The possibility of subcontracting routine items such as teacher attendance, employee benefits and payroll was mentioned.

5. FINANCIAL STATEMENTS

It is hoped that an up-to-date financial report will be ready for approval at the October BOT meeting. The report of the annual audit should be available at that time. Matt Moscati reported that one of the Laddered CDs in the amount of \$200,000 came due. He was asked to deposit the money in the operating account.

6. NEW MORTGAGE ON 124 ELMWOOD

Liz Santacrose reported that our primary lease on the building at 124 Elmwood requires our cooperation with the property owner's effort to execute a new mortgage on the site. Autism Services, which subleases the property, is not currently programmatically or financially able to assume tenancy of the entire building. **Matt Ryan moved and Kathy seconded that the Board empower Danielle Bruno to sign the necessary documents.**

## 7. UPDATED SAFETY AND SECURITY PLAN

Discussion of the updated Safety and Security Plan (with the current changes as required by the NY State Department of Education as of 7/2016) was tabled until a future meeting.

## 8. ACADEMIC INTERVENTION SERVICES (AIS) POLICY

This year New York State required all districts, including charter schools to formulate an AIS (Academic Intervention Services) Policy. The policy must be aligned with the curriculum. School leaders met with the RtI (Response to Intervention) Team to formulate specific criteria for the program and to ensure that all roles and responses are well defined. An additional parent communication will be forthcoming regarding details about the institution and termination of AIS services.

## 9. DIRECTOR'S REPORT

### Personnel

Ms. Bruno respectfully requested the Board's approval for the following personnel actions:

#### Hires:

- **Kathryn Wilcox**, Grade 4 Assistant Teacher  
Ms. Wilcox earned her Bachelor of Science degree in Early Childhood and Childhood Education at Buffalo State College, where she was on the Dean's List. She is currently working towards her Master's degree in Education. Ms. Wilcox has served as a substitute teacher in Pendleton and Lockport, where she completed her student teaching service.
- **Christina Petit**, Grade 1 Assistant Teacher (effective October 15, 2016)  
Ms. Petit has served as an Americorps Volunteer for the last year at EVCS. She holds two Bachelor's degrees, in International Studies and English Literature, from SUNY Fredonia. Ms. Petit served as a teacher of English in South Korea for five years prior to joining the EVCS faculty.

#### Transfer/Promotion:

- **Jenna Murphy**, Grade 1 Assistant Teacher to Grade K Special Education Teacher  
Ms. Murphy holds a Bachelor of Science degree in Exceptional Education and Childhood Education with a concentration in Social Studies, from Buffalo State College, where she was on the Dean's List. She is currently enrolled in an English Language Learning and Teaching program to acquire a Master of Science degree. Ms. Murphy has served as an assistant teacher and substitute teacher at EVCS, and has additional teaching experience at Libala Primary School in Zambia.

#### Resignations:

- **Tricia Hangman**, Kindergarten Special Education Teacher  
Ms. Tangeman accepted a position as a teaching assistant in a neighboring School district in order to best meet the needs of her family.
- **Jenna Smith**, Grade 4 Assistant Teacher

Ms. Smith accepted a full-time teaching position in a neighboring school district in order to meet her personal career goals.

**Pam moved and Matt Ryan seconded that all requested personnel actions be approved. Approved unanimously.**

### **Academic Report**

Students are currently being assessed in mathematics and reading with EVCS's Universal Screening Tool, STAR. These assessments, along with other measures of student progress and achievement, will be used to drive the first round of Data Meetings in early October. At the October Board meeting, a student achievement update will be provided.

The Response to Intervention Core Team is developing protocols to enhance current RtI practices in order to meet the needs of all students. Formal data collection, review, and analysis procedures, and the development of a robust Child Study process are in progress.

### **Professional Development**

Staff professional development will take place on Friday, September 23, following an early dismissal for students. The content of the professional sessions will include:

- Google Apps for Education
- Collaborative dialogue and ongoing training of the ELA program *Wonders*
- Middle School integration planning
- Collaborative planning of *Pathway Projects*
- Assistant Teacher handbook development

### **School Safety Patrol**

This year EVCS will inaugurate the school's first Safety Patrol force. The Safety Patrol program, sponsored by the AAA, has been a time-honored tradition in schools all over the world since the 1920s. Originally intended to teach and support traffic safety, the school Safety Patrol program now provides opportunities for students to take on leadership roles in promoting and supporting overall safety in schools. At EVCS, the Safety Patrols will serve in a variety of roles during arrival and dismissal, including:

- Raising and lowering the American flag
- Monitoring hallways and stairwells for safety
- Supporting bus check-in
- Managing the "peaceful dismissal" procedures for bus announcements, and
- Setting a positive example for leadership in the school at all times

The EVCS Safety Patrol force will be sworn in and take the Patrol pledge at the first Whole School Meeting, on Thursday, September 23rd. Monthly meetings will be conducted by the Safety Patrol Officers, in collaboration with teacher leaders. Special commendation to Mr. David Phillips, Mrs. Melissa Bak, and Ms. Lindsay Sprague for their teacher leadership as program advisors/sponsors.

### **Visit from Dr. Kriner Cash, Superintendent of Buffalo Public Schools**

Dr. Kriner Cash will be visiting EVCS, on Thursday, September 22nd, with members of his cabinet. His visit will take place sometime between 8:00 AM and 10:30 AM. During his visit, EVCS plans to showcase the following attributes of the school:

- Responsive Classroom (a Whole School Morning Meeting is taking place on 9/23, and it is the hope that Dr. Cash will be at EVCS to witness this component of the RC approach).
- Explicit Instruction in English Language Arts
- Everyday Mathematics
- Special Education Inclusion
- Additional human resources in every classroom

Additionally, representatives of the school are prepared to discuss Cooperative Discipline, professional development, common planning time, Professional Learning Communities, and Response to Intervention, with Dr. Cash, as foundational elements that contribute to success at EVCS.

Two student ambassadors have been selected to participate in a tour of the building and to share their thoughts with Dr. Cash about the positive impact that EVCS has on students. Results of this visit will be shared with the Board at the October meeting.

### **Calendar Notes**

- September 22 - Whole School Meeting and Visit from Dr. Kriner Cash
- September 23 - Early Dismissal (12:30 PM) and Professional Development
- October 10 - Columbus Day Holiday
- October 12 - Community Association Meeting (6:00 PM, EVCS Library)
- October 13 - Picture Day
- October 14 - Whole School Morning Meeting
- October 15 - Evening at Days Park Fundraiser (Thank you to the Community Association for their tireless efforts in planning and organizing this event to support our students and our school.)

## **10. REPLICATION STATUS REPORT**

Operations Manager, Liz Evans, has been working to prepare the application for the PCSP Grant. The process is quite complicated and there are questions about exactly which expenses might be covered. EVCS Owner's Representative, Colby Smith, has been working with the school in hopes of a contract. It is expected that the Board of EVCS 2 will offer him a contract at its organizational meeting.

## **11. COMMUNITY ASSOCIATION UPDATES**

Liz Santacrose, the Parent Representative, reported that the September meeting of the EVCS Community Association was well attended. Sign-ups for various committees are going well and plans for the annual fund-raising event, Evening in Days Park are underway. Board members have been given groups of tickets to be sold. Board members also contributed cash to be applied to the purchase of prizes for the big raffle. Liz thanked Board members for their contributions and continued support.

## **12. NEW BUSINESS/ANNOUNCEMENTS**

There was no new business. Matt Ryan announced that the Days Park Block Club has petitioned the City of Buffalo to reduce the speed limit on the Days Park Circle to 15 MPH and also to install a traffic light at Wadsworth and Allen.

**Marguerite moved and Liz Santacrose seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:33 PM.

Respectfully submitted  
Pamela Pollock

Future Meetings - Meetings at 6:00 PM: Oct. 19, 2016; Nov. 16, 2016; Dec. 21, 2016; Jan. 18, 2017; Feb.15, 2017; Mar. 15, 2017; April 19, 2017; May 10, 2017; June 21, 2017; July 19, 2017 (tentative)



**Elmwood Village Charter School - Days Park**  
**Board of Trustees Meeting**  
**Wednesday, October 19, 2016**

**Trustees Present:** Mimi Barnes-Coppola,; Marguerite Battaglia; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Natalie Stoyanoff; Tayrin Torres-Tapia

**Trustees Excused:** Jennifer Bernacki Smith

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS Days Park; Elizabeth Evans, EVCS Operations Manager ; Lisa Kirisits, CPA, EVCS Accountant; Tom Burns, CPA, Lumsden-McCormick and Peter DeSabio, CPA Lumsden-McCormick, Auditors

**1. CALL TO ORDER**

Chairperson, Mimi Barnes-Coppola, called the meeting to order at 6:05 pm. She presented the agenda for the meeting. There were no changes. Approved .

**2. MINUTES**

Minutes from the Board of Trustees Meeting held on September 21, 2016, were presented.

**Matt Ryan moved and Kathy seconded that the minutes be accepted as presented.**

**Approved unanimously.**

**3. REVIEW of SCHOOL ACCOUNTS and BALANCES**

Lisa Kirisits met with the EVCS Finance Committee last week to discuss a variety of matters. She presented a review of the School's accounts and balances and explained that while certain lines appeared to be "over budget", that spending in those areas tended to occur primarily at the beginning of the school year and should balance out. She noted that the Financial Statement for the month ended September 30, 2016, also reflected activity for July and August. She stated that revenue continues to be steady at EVCS. **Matt Moscati moved and Natalie seconded that the Financial Statement be accepted. Approved unanimously.**

**4. ANNUAL AUDIT REPORT**

Tom Burns presented the Audit Report. He noted that there was still some internal testing to be completed, but that he expected to find with reasonable assurance that there were "no significant difficulties or disagreements with management and no need for revision." He expected to issue a favorable report by October 31, 2016. Peter DiSabio added that EVCS's financial activities are consistent with the increase in students. **Matt Moscati moved and Matt Ryan seconded that the audit report be accepted, Approved unanimously.**

**5. SALARY and BENEFITS CONSIDERATIONS**

Following the financial and audit reports, Danielle Bruno mentioned that she had been reviewing current salary and benefit figures for teachers in Western New York. She suggested that the Board form a task force to investigate local teacher salary and benefit packages. She volunteered to serve, as did Mimi, Matt Ryan, and Marguerite. It was suggested that Kathy Jamil, the new Director of EVCS Hertel, also be invited to serve.

## 6. DIRECTOR'S REPORT

### Personnel

Ms. Bruno stated that there are no changes in personnel.

### Evening at Days Park

On behalf of the entire faculty and staff at EVCS, Ms. Bruno expressed gratitude to Chairpersons, Denise Clay and Liz Santacrose, for organizing and executing a successful annual fundraiser on October 15th. The school is indebted to them and to the many parent volunteers for the time, energy and effort that they devote to supporting EVCS. She also thanked the Board of Trustees, corporate sponsors, and donors for their generosity.

### Academic Report

STAR Testing in reading and mathematics has been completed for all grade levels. Data meetings have been conducted with all teachers to review student assessment data, set student achievement/progress goals and make decisions regarding Academic Intervention Services, Child Study, and referrals to the Committee on Special Education.

### STAR Assessment Summary - Reading

Student proficiency in Grades K-1 is reported by Level. Students may score in the Early Emergent, Late Emergent, Transitional, and Probable Reader ranges.

<b>STAR Assessment Summary – Grades K/1 (September 2016) READING (Early Literacy)</b>				
<b>Grade</b>	<b>Early Emergent Level</b>	<b>Late Emergent Level</b>	<b>Transitional Level</b>	<b>Probable Level</b>
Kindergarten	31%	53%	14%	2%
Grade 1	6%	54%	22%	18%

### STAR Assessment Summary – Reading (continued)

Student proficiency in Grades 2-8 is reported by Percentile Rank. Percentile Rank (PR) scores range from 1 to 99 and express student ability relative to the scores of other students in the same grade. Percentile Rank scores are normed nationally.

<b>STAR Assessment Summary – Grades K-8 (September 2016) READING</b>			
<b>Grade</b>	<b>Percentile Rank Below 50<sup>th</sup></b>	<b>Percentile Rank Above 50<sup>th</sup></b>	<b>Mean Percentile Rank</b>
Grade 2	42%	58%	42
Grade 3	40%	60%	59
Grade 4	35%	65%	59

Grade 5	42%	58%	52
Grade 6	51%	49%	49
Grade 7	35%	65%	47
Grade 8	45%	55%	48
Total	42%	58%	N/A

#### STAR Assessment Summary – Math

Kindergarten students do not take the STAR Math assessment in September. Student proficiency scores in Grades 1-8 are reported by Percentile Rank.

<b>STAR Assessment Summary – Grades 1-8 (September 2016)</b> <b>MATH</b>			
<b>Grade</b>	<b>Percentile Rank Below 50<sup>th</sup></b>	<b>Percentile Rank Above 50<sup>th</sup></b>	<b>Mean Percentile Rank</b>
Grade 1	48%	52%	46
Grade 2	59%	41%	45
Grade 3	33%	67%	67
Grade 4	29%	71%	65
Grade 5	30%	70%	67
Grade 6	33%	67%	64
Grade 7	30%	70%	61
Grade 8	55%	45%	47
Total	39%	61%	N/A

These initial scores provide us with a baseline from which we are able to make instructional decisions and begin to measure student growth.

## **Special Services Report**

<b>Special Services</b>			
	<b>IEP</b>	<b>504 Plans</b>	<b>ESL</b>
Number	Total: 59	Total: 65	Total: 6
	>60% services: 36	Medical: 30	
	<60% services: 23	Non-Medical: 35	
% of student population	15%	16%	1%

IEPs – 13 eligibility categories, including: Learning Disability, Emotional Disability, Other Health Impairment, Autism

504 Plans – determinations may include: medical diagnosis, ADHD, ADD, CAPD, ODD, Anxiety, Fine Motor Delay, Gross Motor Delay, Tourette's

The high number of students receiving Special Services is a testament to the inclusiveness of the school.

### **Safety and Security Updates**

After consulting with the School's attorneys at Hodgson Russ regarding changes in New York State Education Law (Sections 2801-a, 807, and 3604), The following recommendations have been made:

- Operate under the current Safety and Security Plan for the 2016-2017 school year.
- Collaborate with the director of EVCS Hertel to develop a A Safety and Security Team for EVCS Days Park. The process of developing this team will be replicated at EVCS Hertel.
- Consult with local and state law enforcement agencies, fire departments, and security experts to conduct threat assessments and recommend procedural updates to EVCS' Safety and Security Plan according to changes in New York State Education Law and current best practices for school safety.
- Over the course of the 2016-2017 school year, create new Safety and Security Plans for EVCS Days Park and EVCS Hertel that are aligned in practice and reflect the most current laws.
- Incorporate new drill requirements (4 lockdown drills) during 2016-2017 school year.
- Present Safety Plans for EVCS Days Park and EVCS Hertel to the Board of Directors in July 2017.

### **Calendar Notes**

October 20th	Early Dismissal (12:30) and Parent Teacher Conferences
October 30th	Halloween Parade and Movie Afternoon (3:00-5:00 PM)
November 11th	Veteran's Day Holiday (No School)
November 17th	Whole School Morning Meeting (8:30 AM)

## 7. CONFLICT OF INTEREST POLICY

The EVCS Conflict of Interest Policy was presented to the Board of Trustees after having been reviewed by Board Member, Jennifer Bernacki-Smith and by EVCS attorneys at Hodgson Russ. All were of the opinion that the policy was satisfactory. **Marguerite moved and Pam seconded that the EVCS Conflict of Interest Policy be accepted as presented. Approved unanimously.**

## 8. REPLICATION STATUS REPORT

Kathy Jamil will begin to serve as Director of EVCS Hertel on November 1, 2016. She will have her own office, phone number and e-mail address.

School leaders, Danielle Bruno, Kathy Jamil, Liz Evans and Anne Wechsler will be working on the lottery process and the lottery applications. EVCS Days Park and EVCS Hertel will have separate lotteries and separate applications. A student may apply to both schools if desired.

## 9. COMMUNITY ASSOCIATION UPDATE

Liz Santacrose, Parent Representative, reported that the Evening at Days Park fundraiser was successful. It was a lively evening and there was good corporate sponsorship of the event. Approximately 230 people attended. Revenue was estimated at \$28,997. Subtracting expenses, listed as \$7,697, resulted in a net profit of \$21,299.

## 10. NEW BUSINESS/ANNOUNCEMENTS

There was no new business and no additional announcements.

**Marguerite moved and Liz Santacrose seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:50 PM.

Respectfully submitted,  
Pamela Pollock

Future meetings - Meetings at 6:00 PM: Nov.16, 2016; Dec. 21, 2016; Jan 18, 2017; Feb. 15, 2017; Mar. 15, 2017; April 19, 2017; May 10, 2017; July19, 2017 (tentative)

**Elmwood Village Charter School - Days Park**  
**Board of Trustees Meeting**  
**Wednesday, November 16, 2016**

**Trustees Present:** Mimi Barnes Coppola; Marguerite Battaglia; Kathy Franklin-Adams; Pamela Pollock; Elizabeth Santacrose; Natalie Stoyanoff

**Trustees Excused:** Jennifer Bernacki-Smith; Matthew Moscati; Matthew Ryan; Tayrin Torres-Tapia

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS Days Park; Kathy Jamil, Director, EVCS Hertel; Liz Evans, EVCS Operations Manager; Lisa Kirisits, CPA, EVCS Accountant

**1. CALL TO ORDER**

Chairperson, Mimi Barnes-Coppola, called the meeting to order at 6:05 pm. She presented the agenda for the meeting. There were no changes. Approved.

**2. MINUTES**

Minutes from the Board of Trustees meeting held on October 19, 2016, were presented.

**Natalie moved and Marguerite seconded that the minutes be accepted as presented. Approved unanimously.**

**3. REVIEW OF THE FINANCIAL STATEMENT**

- Lisa Kirisits, CPA, presented the Financial Statement for the months ended October 16, 2016. She reported that EVCS continues to show a healthy balance sheet despite purchase of the Hertel property. The ratio of assets to liabilities is 2.52:1 which indicates more than sufficient assets to pay all liabilities. The school will continue purchasing necessary items for EVCS Hertel, in anticipation of reimbursement from the Federal CSP Grant. Lisa is now making separate accounting files for EVCS Days Park and EVCS Hertel. Checks for EVCS Hertel were ordered today. **Liz Santacrose moved and Natalie seconded that the Financial Report be accepted. Approved unanimously.**

**4. TREASURER'S REPORT**

In Matt Moscati's absence, Liz Evans gave an abbreviated Treasurer's report. The school has received proposals from four vendors for management of payroll and benefits for the two schools. They have also spoken with Human Resources groups. Matt Moscati and Matt Ryan will be kept informed. They hope to have a recommendation by the December Board meeting. **Liz Santacrose moved and Natalie seconded that the Financial Report be accepted. Approved unanimously.**

**5. DIRECTOR'S REPORT**

Danielle Bruno gave the Director's Report.

Personnel

There have been no changes in personnel.

Academic Report

At the most recent faculty meeting the staff engaged in a process for assessing the school's progress as a Professional Learning Community. A Professional Learning Community (PLC) is defined as "an ongoing process in which educators work collaboratively in

recurring cycles of collective inquiry and action research to achieve better results for the students which they serve.” ( Dufour, Dufour, Eaker and Many, 2010). Faculty is assessing its place on the continuum of progress in the areas of Shared Mission, Shared Vision, Shared Values, Common Goals, and Communication. Next Steps include collaborative goal setting , prioritizing, and action planning with targets and timelines for achieving school-wide goals.

#### Professional Development

The professional development day scheduled for December 9, 2016, will be focused on writing instruction. Kate Schmidt, who is serving as a Writing Coach (in addition to her role as a second grade teacher) will continue leading the learning around best practices in a Writer’s Workshop. Ms Schmidt is following the Lucy Calkins model for writing instruction, per the EVCS Charter, and will focus on planning effective writing lessons in a workshop approach. Teachers will have the opportunity to engage in collaborative planning during this session. Follow-up to the professional development session will include peer observation and peer coaching.

#### Boys and Girls Club

The Boys and Girls Club is currently preparing to re-apply for the 21st Century Grant. This federal program supports the creation of community learning centers that provide opportunities for students during non-school hours. EVCS is working closely with the Boys and Girls Club leadership to provide them with necessary information and support to help secure this funding source, as the partnership between EVCS and the Boys and Girls Club has been long standing and successful.

#### Calendar Notes

November 28-December 2: Book Fair

December 9: Early Dismissal (12:30 PM) - Professional Development

December 14: Community Association Meeting (6:00 PM)

December 16: Whole School Morning Meeting

December 23-30: Winter Break

January 2: New Year’s Day Holiday

#### **6. MERGER TIMELINE**

Liz Evans reported that the School has received a guide to mergers from CSI. It contains a checklist of what needs to be done. The Letter of Intent is completed. The Merger Plan is due at the end of December. Lisa will prepare a five year budget to be submitted by January 1, 2017. This will involve some modifications of the budget submitted with the original application. Anne Downey will be working with EVCS on the merger.

#### **7. REPLICATION STATUS REPORT**

Some items were previously reported. Liz added that EVCS was awarded a grant from the Cullen Foundation in the amount of just under \$100,000. The money is expected to be used to purchase an embedded technology program for the school.

#### **8. COMMUNITY ASSOCIATION UPDATE**

Wreaths from the Wreath Sale have arrived and are ready for pick-up. Marybeth Scott is chairing this year’s Book Fair which will be coming soon. Receipts from the Evening In Days Park fund raising event totaled approximately \$24,000.

**9. NEW BUSINESS/ANNOUNCEMENTS**

-Natalie reminded the Board that we have not yet scheduled our annual Board Retreat. Mimi and Liz volunteered to use Survey Monkey to help members select both a topic and a date for the event.

-There was no additional new business and there were no further announcements.

**-Marguerite moved and Kathy seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:29 PM.

Respectfully submitted,  
Pamela Pollock

Future meetings - Meetings at 6:00 PM: Dec. 21, 2016; Jan. 18, 2017; Feb15, 2017; Mar. 15, 2017; April 19, 2017; May10, 2017, June 21, 2017; July 19, 2017 (tentative)



**Elmwood Village Charter School - Days Park  
Board of Trustees Meeting  
Wednesday, December 21, 2016**

**Trustees Present:** Mimi Barnes-Coppola; Marguerite Battaglia; Jennifer Bernacki-Smith; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Natalie Stoyanoff; Tayrin Torres-Tapia

**Trustees Excused:** None

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS Days Park; Kathy Jamil, Director, EVCS Hertel; Lisa Kirisits, CPA, EVCS Accountant; Anne Downey and Andrew Friedman, Attorneys at Hodgson Russ.

**1. CALL TO ORDER**

Chairperson, Mimi Barnes-Coppola, called the meeting to order at 6:04 pm. She announced some slight modifications to the order of business. These were approved.

**2. MINUTES**

Minutes from the Board of Trustees Meeting held on November 16, 2016, were presented.

**Marguerite moved and Liz Santacrose seconded that the minutes be accepted as presented. Approved unanimously.**

**3. REVIEW OF MERGER DOCUMENTS - Plan of Merger, Certificate, By-Laws, Resolutions**

Mimi introduced Anne Downey and Andrew Friedman, EVCS Attorneys from Hodgson Russ. Ms. Downey stated that the merger of EVCS -1 and EVCS-2 will be the first upstate Merger for the Charter School Institute. She will be following the CSI Merger Timeline “to the letter”. Copies of all signed documents will be sent to CSI via both e-mail and Fed-X tomorrow. The question of whether the NY State Board of Regents will need to sign off on the merger was raised. The attorneys will seek clarification on this matter. Ms. Downey also noted that the Not For Profit Corporation Law has changed three times since 2014, and distributed copies of the latest revision. There was some discussion. The following resolution was presented:

**CERTIFIED RESOLUTIONS OF  
THE BOARD OF TRUSTEES OF  
ELMWOOD VILLAGE CHARTER SCHOOL**

**The undersigned, Mimi Barnes-Coppola, Board Chair, and Pamela Pollock, Secretary, of Elmwood Village Charter School, a corporation organized and existing pursuant to a charter granted by the Regents of the University of the State of New York, hereby certify that the following is a true and complete copy of resolutions duly adopted by the affirmative vote of not less than three-fourth of the whole number of trustees at a meeting of the Board of Trustees separately and specially called for that purpose, held on December 21, 2016, and that such resolutions remain in full force and effect.**

**RESOLVED, that the Plan of Merger by and among Elmwood Village Charter School and Elmwood Village Charter School 2 is hereby approved; and be it further**

**RESOLVED, that mimi Barnes Coppola, Board Chair, is hereby authorized to execute the Plan of Merger on behalf of Elmwood Village Charter School; and be it further**

**RESOLVED**, that the officers of the corporation are, and each of them is, hereby authorized to execute the Certificate of Merger and such other documents, and to take such other steps, as may be necessary or desirable to carry out the **Plan of Merger and the transactions contemplated therein, and to obtain all necessary governmental approvals related thereto.**

**Matt Ryan moved and Jennifer seconded that the resolution be passed as presented. Approved unanimously.**

**Liz Santacrose moved and Matt Ryan seconded that the Meeting be adjourned. Approved unanimously.** The meeting was adjourned at 6:28 pm.

**Matt Ryan moved and Natalie seconded that the meeting be resumed. Approved unanimously.** The meeting was resumed at 6:40 pm.

#### **4. TREASURER'S REPORT**

Matt Moscati and Lisa Kirists discussed EVCS's financial situation. The Financial Statement indicates that for the five months ended November 30, 2016, EVCS showed a decrease in net assets of (\$190,836) versus a budgeted decrease in net assets of approximately (\$365,016). The result was a favorable variance of approximately \$174,180. The current assets to liabilities ratio is approximately 1.6 to 1. A ratio of 2:1 is considered good. The school's ratio is typically lower at the beginning of the school year and improves as the year progresses.

It should be noted that at present some charges for EVCS 2 are on the books at EVCS 1 as that is the only account. **Natalie moved and Matt Ryan seconded that the Finance Committee be authorized to meet with Danielle to discuss funding a separate account for EVCS 2. Approved unanimously.** It was also noted that the CSP grant is a refundable grant. There must be documentation of eligible expenditures in order for the school to retain the money. **Jennifer moved and Natalie seconded that the Financial Report be approved. Approved unanimously.**

#### **5. DIRECTOR'S REPORT**

##### Personnel

There are no changes in personnel.

##### Employee Benefits

After reviewing several health insurance plans offered by several providers, EVCS will continue to offer Independent Health as its health insurance provider. It is recommended that the school continue to pay 100% of the premium for individual employees and 85% of the premium for employee/spouse, employee/child, and family plans. The maximum increase in premiums for 2017 is 10.19%. It is also recommended that EVCS continue to offer the \$2000 buyout option for employees who choose to opt out of the school's health insurance plan.

##### **Health Insurance Premiums-2016**

\$435,507.60

##### **Health Insurance Premiums-2017**

\$475,623.72

##### **Dental Insurance Premiums-2016**

\$37,782.00

##### **Dental Insurance Premiums-2017**

\$42,648.00

In an effort to streamline the onboarding and open enrollment process for all employees, EVCS will participate in the Lawley Marketplace. The Lawley Marketplace is a private

insurance exchange which offers employees more options while controlling the company healthcare budget. The chart below describes how Lawley Marketplace benefits EVCS's employees.

<b>EVCS-Paid Benefit (cost controlled)</b>	<b>Voluntary (Employee-paid Benefit)</b>
Health Insurance (individual) - 100%	Vision Insurance
Health Insurance (Employee/Spouse Employee/Child, Family) - 85%	Life/AD&D Insurance Buy-Up
Dental Insurance (All Employees) - 100%	Critical Illness Protection
Life/AD&D Insurance (all Employees) - 100%	Short and Long Term Disability Insurance
	Flexible Spending Account
	Legal Shield
	Identity Theft Protection
	COBRA

#### Payroll Update

After receiving four bids from payroll service providers, EVCS has selected Genesis PPG for payroll, ACA, and time processing. In 2016, EVCS spent \$24,580.80 in payroll processing fees with Kirsits and Associates. The total annual fee for Genesis PPG to provide these services to EVCS is \$7,236.00. This is an annual savings of \$17,344.80. Genesis is a fully insured, bonded local company with an individual payroll professional assigned to the EVCS account. The software platform also includes an accountant login so that Kirsits and Associates can easily access necessary reports for EVCS financials.

#### Human Resources

As EVCS grows in size, human resources management becomes an ever-increasing role. At this time, it seems to be in the best interests of the organization to review human resources practices and policies. After viewing proposals from several professional HR organizations, it is recommended that Triple Track HR Partners be engaged as a new vendor for EVCS. Their services would include:

- HR compliance assessment and corrections (\$2,500 one-time fee)
- Employee handbook/personnel policies review, revision and updating (\$1,200 one-time fee)
- New hire on boarding and orientation process (\$600 one-time fee)
- Ongoing HR consultation and support (\$500/month)
- Compliance training for employees each year (\$1200/session)

The Board may wish to consider that Triple Track conduct a salary and compensation review, in which they will review current salaries and compensation plans, and work with the organization to meet objectives regarding compliance, market competitiveness, recruitment, retention, stipends, etc. Triple tracks's fee for this service is \$2,600. **Natalie moved and Liz Santacrose seconded that Danielle be authorized to engage Triple Track as Human Resource partners for EVCS to perform all tasks described, including the salary and compensation review. Approved unanimously.**

#### Calendar Notes

December 23-30	Winter Break
January 2	New Year's Day Holiday

January 6	Vision Screening	(compliments of Essilor)
January 9-23	STAR Assessments	
January 16	Martin Luther King, Jr. Day Holiday	
January 26	Early Dismissal (12:30 pm) - Parent-Teacher Conferences)	

**6. REPLICATION STATUS REPORT**

The replication status report was deferred until the January meeting due to the absence of Liz Evans.

**7. COMMUNITY ASSOCIATION UPDATES**

Liz Santacrose reported that Community Association activities are going smoothly. The December meeting was cancelled due to bad weather that evening. The Student Book Sale last month was successful. The EVCS Spirit-wear sale is just beginning.

**8. NEW BUSINESS/ ANNOUNCEMENTS**

There was no new business and no announcements.

**Matt Moscati moved and Natalie seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:37 p.m.

Respectfully submitted,  
Pamela Pollock

Future Meetings - Meetings at 6:00 pm: Jan. 18, 2017; Feb. 15, 2017; Mar.15, 2017; Apr.19, 2017; May 10, 2017; June 21, 2017; July 19, 2017 (tentative)

**Elmwood Village Charter School - Days Park  
Board of Trustees Meeting  
Wednesday, January 18, 2017**

**Trustees Present:** Mimi Barnes-Coppola; Marguerite Battaglia; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Natalie Stoyanoff

**Trustees Excused:** Jennifer Bernacki-Smith; Tayrin Torres-Tapia

**Trustees Absent:** None

**Others Present:** Daniel Bruno, Director, EVCS Days Park; Kathy Jamil, Director, EVCS Hertel; Liz Evans, EVCS Operations Manager; Lisa Kirisits, CPA, EVCS Accountant; Anne Downey, Attorney at Hodgson Russ

**1. CALL TO ORDER**

Chairperson Mimi Barnes Coppola, called the meeting to order at 6:06 pm. She presented the agenda for the meeting. There were no changes.

**2. MINUTES**

Minutes from the Board of Trustees Meeting held on December 21, 2016 were presented. There were several corrections to the minutes. **Liz Santacrose moved and Kathy Franklin-Adams seconded that the minutes be approved pending the corrections. Approved unanimously.** Anne Downey will forward to Pam Pollock a copy of the corrected December minutes.

**3. UPDATE ON MERGER ITEMS**

Anne Downey reported that she sent a packet of replication/merger materials to the Charter School Institute. She then presented to the Days Park board an additional document referred to as the "Agreement of Merger". There was some discussion. **Mimi moved and Kathy Franklin Adams seconded that the Agreement of Merger be accepted. Approved unanimously.** Ms. Downey will send the appropriate paperwork to the NYS Education Department. The proposal will be on the CSI Agenda for February 16, 2017 and on the NYSED agenda at an unspecified date. Ms Downey stated that the Regents need to approve the "Merger Petition." The Buffalo Public School Board was notified of the EVCS Merger Plan on November 29, 2016. They are supposed to hold a hearing about it within thirty days. **Marguerite moved and Liz Santacrose seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 6:42 p.m.

**-Matt Ryan moved and Natalie seconded that the meeting of the EVCS - Days Park BOT be resumed. Approved unanimously.** The meeting was resumed at 7:11 pm.

**4. TREASURER'S REPORT**

-Matt Moscati reported that he had spoken to EVCS Accountant, Lisa Kirisits, to authorize a transfer of \$50,000.00 as a loan from the Days Park account into an operating account for EVCS 2. This would allow The new school to maintain a clear record of start-up costs and reimbursable expenses. Lisa added that, for the time being, the payroll for EVCS 2 will continue to be run through EVCS 1 as a "sub-division".

-One of the laddered CDs matured producing \$500,000 which was deposited into the operating account at EVCS Days Park. The school also received nearly a million dollars in

per pupil reimbursement from New York State. This puts the school in a more favorable financial position.

-Lisa presented the financial statement. For the six months ended December 31, 2016, EVCS showed a decrease in net assets of approximately (\$59,788) vs. a budgeted decrease in net assets of approximately (\$298,572). The result was a favorable variance of approximately \$238,784. The school's ratio of current assets to current liabilities was 2.0 to one. This ratio measures the School's ability to meet current obligations as they become due. A ratio in excess of 2.0 to 1 is considered good. The School's ratio is typically lower early in the school year and increases over the course of the year.

**-Marguerite moved and Natalie seconded that the financial report be accepted.**

**Approved unanimously.**

## 5. DIRECTOR'S REPORT

Danielle Bruno presented the Director's report.

### Personnel

Ms. Bruno requested Board approval of the following personnel actions:

Hires:

-Kevin Macdowall, Grade 6 Assistant Teacher

Mr. Macdowall earned a Bachelor's degree from Buffalo State College, and he holds NYS certification in Elementary Education (Grades 1-6). Mr. Macdowall was a substitute teacher at EVCS, and has worked at Buffalo State College, University at Buffalo, and Alpha Telemarketing while earning his undergraduate degree.

Resignations:

-Monica Asencio, Grade 6 Assistant Teacher

-Dejuaine Strickland, Part-Time Custodian

**-Liz Santacrose moved and Kathy seconded that the requested personnel actions be approved. Approved unanimously.**

### Academic Report

STAR Testing in reading and mathematics is in progress. An assessment summary and report on student growth will be provided to the Board in February.

### Update from December 2016

Open enrollment for 2017 employee benefits concludes today. EVCS's transition to the Lawley Marketplace has been successful. There has been positive feedback from employees regarding the additional range of employee-paid benefits, as well as the online platform. Genesis PPG has processed the first payroll for 2017 with great attention to details and support. Triple Track HR Partners have completed their evaluation and will present an assessment report on Friday, January 27. At that time, the school will prioritize necessary actions to ensure EVCS, as an employer, is in compliance with all federal, state, and local laws.

### Conference

Last Friday Ms. Bruno attended a complimentary conference on School Law presented by Hodgson Russ.

### Chess Club

Last week EVCS's Chess Club, run by Chris Gida, Parent of a fourth grade student, took first

place in a local chess competition.

Calendar Notes

January 26th- Early Dismissal (Parent - Teacher Conferences)

February 8th - Community Association Meeting ( 6:00 pm)

February 9th - Open House (6:00 - 7:30 pm)

February 16th - Open House (8:30 - 10:00 am)

February 17th - Whole School Morning Meeting

February 23rd - Community Arts Night

6. REPLICATION STATUS REPORT

-Liz Evans reported that the grant from the Cullen Foundation (for technology, public relations and Responsive Classroom training) has supplied funds to hire tech consultants for 20 hours per week.

-Tomorrow there will be a meeting with Colby Smith, EVCS Owner's Representative, to discuss various aspects of the EVCS 2 site.

-Community outreach is underway with meetings scheduled at various locations. They have been working with E3, a community PR company. Meetings have been scheduled at the Franks E. Merriweather Library and the Northwest Community Center so far. To date, 122 applications for next year have been received.

7. COMMUNITY ASSOCIATION UPDATE

Liz Santacrose reported that the Community Association met last week. They are reporting solid profits from their fund raising efforts: wreath sale - \$1900; Book Fair - 3400 Scholastic Dollars; the Tree House Toy Store's "All for Books" Program - \$200.

8. NEW BUSINESS/ANNOUNCEMENTS

There was no new business and there were no announcements. **Marguerite moved and Matt Moscati seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:27 pm.

Respectfully submitted,  
Pamela Pollock

Future Meetings - Meetings at 6:00 pm: February 15, 2017; March 15, 2017, April 19, 2017; May 10, 2017; June 21, 2017; July 19, 2017 (tentative)

**The Elmwood Village Charter School - Days Park  
Board of Trustees Meeting  
Wednesday, February 15, 2017**

**Trustees Present:**

Mimi Barnes-Coppola, Marguerite Battaglia; Jennifer Bernacki-Smith; Kathy Franklin-Adams; Elizabeth Santacrose; Natalie Stoyanoff; Tayrin Torres-Tapia

**Trustees Excused:**

Matthew Moscati; Pamela Pollock; Matthew Ryan

**Others Present:**

Lisa Kirisits, CPA/Partner, Kirisits & Associates; Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Operations Manager; Kathy Jamil, Director EVCS Hertel; Colby Smith, EVCS Owner's Representative

**1. Call to Order**

Mimi Barnes-Coppola called the meeting to order at 6:07 pm. She presented the agenda for the meeting and no changes were requested.

**2. Review and Approval of Board Minutes from January 18, 2017**

The minutes from the Board of Trustees meeting held on January 18, 2017 were presented. Natalie moved to accept the minutes with changes sent via email, Kathy F. seconded the motion. Approved unanimously.

**3. Treasurer's Report - Review of Financial Statements**

Lisa Kirisits presented the Board with financial statements current through January 31, 2017. The overall cash balance increased due to a state aid payment that was received in January. Overall the budget is sound and EVCS Days Park is projected to finish the school year slightly under budget if current spending patterns are maintained. The following resolution was proposed:

*Proposed Resolution: The Board of Trustees approves the Financial Statements presented for seven months ending January 31, 2017.*

Jennifer moved to approve the resolution and Liz S. seconded the motion. Approved unanimously.

Marguerite moved and Liz S. seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 6:15 pm. The meeting was resumed at 6:25 pm.

**4. Director's Report**



Danielle Bruno presented her report to the Board on personnel changes, academic performance as shown by mid-year STAR data and plans for upcoming open house events. The Director's written report is appended to these minutes.

The following resolution was proposed:

*The Board takes the following actions in response to the Director's request: 1) Approves the request to hire Nathan Vargas as part time custodian on a 30-day probationary basis pending the results of his criminal background check in light of Mr. Vargas' clean local police record.*

Taryrin moved to approve the resolution and Marguerite seconded the motion. Unanimously approved.

## **5. Replication Status Report - Update on Merger**

The SUNY Board of Trustees is scheduled to meet on February 16, 2017 at 10AM and will hold an official vote on the merger of EVCS Days Park and EVCS Hertel under a single charter. Liz E. provided a summary of her most recent activities to ready EVCS Hertel for opening including work on technology and phone system mapping. Community outreach meetings have also been held for EVCS Hertel with low attendance. The Board discussed ways to increase community awareness about EVCS Days Park and EVCS Hertel including potential contacts with the Belle Center, Hispanics United, Baptist Ministries, and Hope/Jericho Road Ministries.

## **6. Communication Association Updates**

Liz S. provided a summary of recent activities by the EVCS Days Park CA including support for an EVCS family recently impacted by a house fire. Upcoming fundraisers and community events include: Community Arts Night, a second Spirit Wear sale, the second Scholastic book fair of the year as well as a BINGO night. Teacher participation in CA activities has been excellent in recent months and is much appreciated by parent volunteers.

## **7. Announcements/New Business**

Marguerite requested that the Board Members consider providing teachers with lunch on upcoming professional development days and discuss a reasonable plan at the March meeting.

## **8. Adjournment**

Natalie made a motion to adjourn which was seconded by Jen. The motion was unanimously approved and the meeting was adjourned at 7:12PM.

Respectfully Submitted,  
Elizabeth Santacrose

Future Meetings: March 15, 2017; April 19, 2017; May 17, 2017; June 21, 2017; July 19, 2017 (pending). All meetings held at 6:00PM.

## **Director's Report**

February 15, 2017

### **Personnel**

I respectfully request the Board's approval for the following personnel actions:

Hires:

- **Nathan Vargas**, Part-Time Custodian on a 30-day probationary basis, pending final clearance of a background check and in light of a clean local police record.

### **Academic Report**

STAR assessments were administered in January to all students at EVCS. Results from these assessments were discussed in data meetings with each teacher in early February in order to make collective decisions regarding student interventions and future instruction. The administrative team reviewed and analyzed data for each grade level in three areas:

- Student Growth Percentile (SGP): SGP compares a student's growth to that of his/her academic peers nationwide. SGP is reported on a 1-99 scale; for example, if a student has an SGP of 90, the student has shown more growth than 90% of academic peers.
- Percentile Rank (PR): Many states and researchers interpret the term "working at grade level" and/or "proficient" to generally correspond to the 40<sup>th</sup> Percentile (PR).
- Proficiency Benchmarks: Based on current STAR data, we are able to current and predicted proficiency rates based on New York State benchmarks (aligned with the NYS assessments).

#### **Summary of K-8 ELA Data:**

Average Median Student Growth Percentile (SGP): 51

Average Percentile Rank (PR): 57

Meeting Proficiency Benchmarks: 45% (44% in 2016)

#### **Summary of K-8 Math Data:**

Average Median Student Growth Percentile (SGP): 52

Average Percentile Rank (PR): 64

Meeting Proficiency Benchmarks: 40% (50% in 2016)

#### **Analysis:**

In ELA, we are on track to maintain current levels of academic performance. In addition to strong instructional practices in language arts schoolwide, the alignment between the Wonders reading program and Common Core standards are having a positive effect on student performance. In mathematics, we notice a discrepancy between SGP/PR and the percentage of students meeting proficiency benchmarks. We expect that the gap between these results will narrow as new mathematics content is taught and assessed.

#### **Considerations for Action:**

Student achievement data points to the following considerations for action:

- The DCI and Director are currently exploring options for specific mathematics interventions.
- The DCI and Director are exploring additional options for reading interventions in the upper grades.
- The administrative team is finalizing protocols and processes for the Student Support Team and the Response to Intervention approach.

### **Open House**

We had a very successful Open House on the evening of February 9<sup>th</sup>. Prospective families visited and toured EVCS. We thank our parent volunteers and staff for representing EVCS in an exceptionally positive and professional manner. We look forward to another successful Open House tomorrow (February 16<sup>th</sup>) from 8:30-10:00 AM. Student ambassadors, parents, and staff members will be providing tours for prospective families.

**Calendar Notes**

February 16<sup>th</sup> – Open House (8:30-10:00 AM)

February 17<sup>th</sup> – Whole School Morning Meeting

February 23<sup>rd</sup> – Community Arts Night (5:30-7:30 PM)

Respectfully submitted by Danielle Bruno – February 15, 2017

**Elmwood Village Charter School - Days Park**  
**Board of Trustees Meeting**  
**Wednesday, March 22, 2017**

**Trustees Present:** Marguerite Battaglia; Kathy Franklin Adams; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Natalie Stoyanoff

**Trustees Excused:** Mimi Barnes Coppola; Jennifer Bernacki-Smith; Matthew Moscati; Tayrin Torres-Tapia;

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS Days Park; Kathy Jamil, Director, EVCS, Hertel; Elizabeth Evans, EVCS Operations Manager; Lisa Kirisits, CPAS, PLLC, EVCS Accountant

**CALL TO ORDER**

This meeting of the EVCS Board of Trustees was re-scheduled from the regularly scheduled date of March 15, 2017, due to a heavy snowstorm in the area. In the absence of Board Chair, Mimi Barnes-Coppola, Marguerite Battaglia called the meeting to order at 6:41 p.m.

**MINUTES**

Minutes of the Board of Trustees Meeting held on February 15, 2017 were presented.

**Matt Ryan moved and Mimi seconded that the minutes be accepted as presented.**

**Approved unanimously.**

**FINANCIAL MATTERS**

-Discussion of the Initial Statement of the Fiscal Policies and Procedures Manual was transferred to the Agenda for the EVCS - Hertel meeting. The EVCS - Days Park Policy is in place.

-Lisa Kirisits presented the form 990 prior to submitting it to the state. She discussed and explained many of the items listed and confirmed that EVCS maintains a healthy fund balance of approximately five million dollars. **Matt Ryan moved and Liz Santacrose seconded that the form 990 be accepted with the correction of several typographical errors. Approved unanimously.**

-In the absence of Treasurer, Matt Moscati, Lisa also presented the treasurer's report. She stated that the cash level is down slightly as the next per-pupil reimbursement from New York State will not be paid until later this month. For the months ended February 28, 2017, EVCS showed an increase in net assets of \$216,183 vs. a budgeted decrease in net assets of approximately (\$165,684). The result was a favorable variance of approximately \$381,867.

**Matt Ryan moved and Liz Santacrose seconded that the financial report be accepted.**

**Approved unanimously.**

**DIRECTOR'S REPORT**

Danielle Bruno presented the Director's Report.

Personnel

There were no personnel changes this month.

EVCS Lottery Update

EVCS Days Park applications were as follow:

General Lottery

Kindergarten - 146	5th Grade - 33
1st Grade - 45	6th Grade - 17
2nd Grade - 34	7th Grade - 13
3rd Grade - 30	8th Grade - 4
4th Grade - 27	TOTAL 349

Siblings/Staff Preference

Kindergarten - 24 (the highest number of sibling applicants in EVCS history)

1st - 4	5th - 1
2nd - 3	6th - 1
3rd - 1	7th - 1

Grand Total: 383 applications

Following the newly updated admissions policies for City Honors and Olmsted Schools, it is anticipated that there will be fewer new enrollments at Grade 5. Eleven students from EVCS were assigned to City Honors and Olmsted (rising 5th -9th grades.)

Budget Updates

The leadership team has been working closely with Lisa Kirisits to develop and finalize the proposed 2017-2018 school budget. The proposed state budget increases in per pupil reimbursement have not been published; however, Lisa anticipates a \$200 increase per pupil. Based on these projections, the team proposes a 2% salary increases for all staff for the 2017-2018 school budget. In addition, they are in the process of collaborating with Lisa and Triple Track HR Consultants to finalize a proposed instructional salary scale for teachers and assistant teachers. This scale will allow the school to be more competitive with the current market, and level the playing field for all current and future employees. The finalized scale and budget are expected to be completed by the April meeting.

School Calendar

Danielle presented a proposed 2017-2018 school calendar for the Board's consideration and approval. The proposed calendar satisfies the number of school days according to the EVCS Charter (185). It is also aligned with school calendars throughout the Western New York region. The proposed calendar has one snow day built into the body of the year, with two extra available in June, if needed. By aligning the EVCS Calendar with the rest of the region, \$10,000 in busing costs can be saved. **Marguerite moved and Kathy Franklin-Adams seconded that the proposed 2017-2018 EVCS Calendar be accepted. Approved unanimously.**

Extracurricular Stipends

EVCS has historically awarded stipends for Teachers in certain approved extracurricular activities. Danielle proposed the following the following Stipends for 2016-2017:

Boys Basketball Head Coach and Athletic Coordinator	\$1100
Girls Basketball Head Coach	\$1000
Chess Club Head Coach	\$1000
Athletic Administrator (required to attend all league games)	\$450
Girls on the Run Coordinator (Spring)	\$250

### Cullen Foundation Survey with Bellwether and Associates

EVCS received a \$100,000 grant from the Cullen Foundation to support replication efforts. The Cullen Foundation has partnered with Bellwether Education Partners to give charter schools across Buffalo the opportunity to take an inward look at their approach to talent, to understand which practices should be continued/changed/improved to attract, grow and retain talent. The school participated in Bellwether's Talent Ready Diagnostic survey, to better understand the school's talent approach. In addition, Bellwether included an additional module to dig deeper into practices related to diversity, equity, and inclusion. The school will receive a school-specific report that highlights key strengths and areas for development. In addition, the Cullen Foundation will receive a comprehensive regional report to determine potential challenges facing all Buffalo charters, and strategies to address those challenges throughout the Buffalo area over the next 3-5 years. Danielle expressed gratitude, on behalf of the school, for the opportunity to participate in this survey.

### Calendar Notes

March 28-30	NYS ELA Assessments (Grades 3-8)
April 6	EVCS Admissions Lottery (6:00 PM)
April 10-17	Spring Break

### REPLICATION STATUS REPORT/UPDATE ON MERGER

Liz Evans reported that she, Kathy Jamil, and Anne Wechsler went to Buffalo State College to participate in a closed circuit teleconference with the SUNY Board of Trustees. The trustees are scheduled to meet April 2 and 3. At that time they are expected to approve the charter for EVCS 2. They are expected to approve the merger of EVCS 1 and EVCS 2 on July 1.

### COMMUNITY ASSOCIATION UPDATE

Liz Santacrose reported that the second Book Fair had been very successful. Many children and families attended and were able to purchase books. Final earnings figures were not yet available. The Community Association expressed thanks to Pam Pollock for the donation of a "Hatchimal" which was raffled off and earned \$200 which was used to buy books for some of the children, and to make a donation to the EVCS family who recently experienced a house fire.

### NEW BUSINESS/ANNOUNCEMENTS

There was no additional business and no further announcements.

**Matt moved and Marguerite seconded that the meeting be adjourned. Approved unanimously.**

Respectfully submitted,  
Pamela Pollock

Future meetings - All meetings to begin at 6:00 PM: April 19, 2017; May 10, 2017; June 21, 2017; July 19, 2017 (tentative)

## ELMWOOD VILLAGE CHARTER SCHOOL - DAYS PARK

### Board of Trustees Meeting

Wednesday, April 19, 2017

**Trustees Present:** Mimi Barnes-Coppola; Marguerite Battaglia; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Natalie Stoyanoff; Tayrin Torres-Tapia

**Trustees Excused:** Jennifer Bernacki-Smith

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS-Days Park; Kathy Jamil, Director, EVCS-Hertel; Elizabeth Evans, EVCS Operations Manager; Karen Burhans, CPA, representing Kirsits & Associates, CPAS, PLCC, EVCS Accountants; Colby Smith, EVCS Owner's Representative

### CALL TO ORDER

Board Chair, Mimi Barnes-Coppola, called the meeting to order at 6:04 PM.

### MINUTES

Minutes of the Board of Trustees Meeting held on Wednesday, March 22, 2017, were presented. **Matt Ryan moved and Marguerite seconded that the minutes be accepted as presented. Approved unanimously.**

### TREASURER'S REPORT / REVIEW OF FINANCIAL STATEMENTS

Treasurer, Matt Moscati, presented the financial statement for both schools. For the nine months ended March 31, 2017, EVCS showed an increase in net assets of \$337,803 vs. a budgeted decrease in net assets of approximately (\$99,240). the result was a favorable variance of approximately \$437,043. He noted that New York State reimbursement for children residing in suburban districts, but attending EVCS, is approximately \$2000 less than reimbursement for children residing in the city of Buffalo. There are currently 27 suburban children attending EVCS. This is the highest number to date.

Karen Burhans, CPA, circulated draft copies of the 2017-2018 Budget for both EVCS-1 (Days Park) and EVCS-2 (Hertel) which are scheduled to merge as of July 1, 2017. A narrative of the Hertel expenses was included on the final page. **Matt Ryan moved and Matt Moscati seconded that the financial report be accepted as presented. Approved unanimously.**

**Matt Ryan moved and Kathy Franklin-Adams seconded that the meeting of the EVCS-1 BOT be adjourned. Approved unanimously.** The meeting was adjourned at 6:20 PM.

The meeting of the EVCS BOT was resumed at 6:56 PM.

### DIRECTOR'S REPORT

Danielle Bruno gave the Director's report.

#### Personnel

There have been no personal changes this month.

#### EVCS Lottery Update

The EVCS admissions lottery was held on Thursday, April 6, 2017. After sibling and staff preference, 21 names were drawn to fill seats in kindergarten at the Days Park Campus. Names for grades 1-8 were drawn to create a waiting list that will be used to fill seats as they become available. Days Park had a total of 552 applicants for the 2017-2018 school year.

The EVCS Hertel admissions lottery had a total of 311 applicants. A total of 150 names were drawn to fill 50 kindergarten, 50 first grade and 50 second grade seats at the Hertel campus. The remaining applicants were placed on the waiting list.

A total of 6 applicants' names were drawn for admission to both Days Park and Hertel campuses.

Ms Lea Gladys coordinated a flawless lottery for the 2017-2018 school year. Special thanks and commendation to Ms. Gladys for her efforts in ensuring accuracy, transparency, and communication throughout the process. **Mimi moved and Marguerite seconded that Lea Gladys be awarded a bonus of \$100 in recognition of, and with grateful appreciation for, her exceptional efforts in coordinating the 2017-2018 EVCS Admissions lottery. Approved unanimously.**

#### Budget Updates

1. New York State Budget Update: On April 9, 2017, the New York State budget was finalized and passed. Base tuition aid for charter schools was frozen for this year, with an increase in supplemental aid of \$500 per pupil. In April, 2018, additional supplemental aid (amount not yet determined, but expected to be approximately \$250 per pupil) will be provided to charter schools. The EVCS budget for 2017-2018 was created with a conservatively projected increase of \$200 per pupil.
2. Salary Scales: In collaboration with Triple track HR Consultants, salaries for teachers and instructional assistants have been finalized. In addition the salary scale provides equity for current and future employees based on education and years of experience. During the salary study process, it was determined that a 1:2 ratio (1 year of credit for every 2 years of experience) was financially sustainable for new hires, and is in line with credit given to current employees with previous experience.
3. Special Education: Currently EVCS budgets \$190,000 for related services for special education - Speech/Language Therapy, Social Work/Mental Health Counseling, Occupational Therapy, and Physical Therapy. On average, EVCS spends \$23,000 per month for related services for students with disabilities. It is projected that the school will spend an additional \$40,000 on these services, compared to the budget line. At this time, EVCS has grown to a size where it is prudent to shift from using contracted related service providers to hiring staff to provide these services (with the exception of Physical Therapy). The current budget supports a full-time Speech-Language Pathologist, Occupational Therapist, and Mental Health Counselor, at a total of approximately \$175,000 (including payroll taxes and benefits). In addition to the financial savings, the most important benefit of hiring the related service providers is that they will be dedicated, full-time staff members who will be an integral part of the school community and culture, can build strong relationships with students, families and staff, and will be key members of the student support team. (At this time, related services for Physical Therapy do not warrant a full-time internal position. It is recommended that the school



continue to contract out PT services with Buffalo Hearing and Speech Center. EVCS Hertel will also contract with Buffalo Hearing and Speech Center for related services for students with disabilities.)

### Instructional Programs and Staffing

In the fall EVCS conducted a Professional Learning Communities survey of all staff to assess staff perceptions of a shared vision and mission, collective commitments, and common goals. Based on the results of this survey, three goals emerged as priorities for the school: enrichment offerings (electives in particular), support with explicit instruction in social skills, and school spirit efforts.

The administrative team has collaborated throughout the year to address these areas for growth at EVCS.

- An instructional schedule was developed that prioritizes English Language Arts and Math instruction at all grade levels, and secures common planning time for grade level teachers 5 days per week.
- The middle school schedule has been adjusted to include a more targeted AIS approach with specific interventions and remediation for older students who are reading far below grade level.
- A master schedule has been created for specials which provides additional enrichment/elective opportunities for students in grades 5-8, including instrumental music lessons, advanced math and advanced Spanish.
- Leaders have researched and found resources (Second Step) for explicit instruction in social skills at all grade levels that align with Responsive Classroom and Cooperative Discipline approaches/philosophies.
- Leaders have also collaborated with the School Spirit committee to begin increasing efforts for school spirit events and activities, including a new mascot, “Pounce”, and community events (BINGO night, international night). A calendar of school spirit events for 2017-2018 is currently in development.

These priorities, in conjunction with the growth of 50 additional students in Grades 7-8 over the next two years, requires some additional staffing. The 2017-2018 budget supports the following:

- Increase music teacher position from part-time to full-time. Contract some additional services for instrumental music lessons.
- Increase Spanish teacher position from part-time to full-time.
- Add one full-time teaching assistant for middle school mathematics.
- Add one full-time school counselor, to be shared between EVCS Days Park and EVCS Hertel.

Anne Wechsler and Kathy Jamil attended a teacher recruitment fair in early April, and returned with several prospects for positions at EVCS Days Park and EVCS Hertel.

### Assistant Director Position

When the EVCS 2 Charter was developed, an assistant director position was planned and budgeted for the 2017-2018 school year. In preparation for filling this position, the administrative team met to begin the process of an internal candidate search. Given the

transition of leadership at Days Park and the new leadership at Hertel, it was determined that it was important to first seek a qualified candidate within the school. It was also important to continue the practice of promotion of teacher leaders, so that EVCS can retain qualified talent.

Following some research, a job description was created and qualifications were identified. The successful candidate would be expected to have a Master's Degree, a minimum of five years successful teaching experience, and to be enrolled in a School Leadership program to earn the School Building Leader endorsement. EVCS currently has teachers who match these qualifications.

In this process an interview panel representing multiple stakeholder groups will be assembled including a member of the Board, teachers, a teaching assistant, and a parent. The panel will conduct a structured interview and will use qualitative and quantitative measures (anecdotal notes, references, and rubrics), before recommending a candidate to the Board for hire.

#### NYS Assessments - ELA

New York State ELA Assessments were conducted on March 28-30, 2017, for students in grades 3-8. Special recognition and commendation to Mrs. Anne Landrigan for coordinating a well-organized testing and scoring window. EVCS scored with a collaboration of schools from Rochester and Buffalo again this year. Once again, the majority of EVCS parents supported student participation in the state assessments. A total of 9 students "opted out" of the state assessments, resulting in a participation rate of 96%. (Last year EVCS had 6 "opt outs" and 1 medical exemption.)

#### Calendar Notes

May 2-4	NYS Math Assessments (Grades 3-8)
May 12	BINGO Night (6:00-7:30 PM)
May 18	Early Dismissal (12:30 PM) - Parent Teacher Conferences
May 26-29	Memorial Day Holiday

#### REPLICATION STATUS REPORT - UPDATE ON MERGER

Colby Smith reported that the sign identifying EVCS has been erected at the Hertel location. The building permit from the New York State Education Department (SED) was received on April 18, 2017. SED has not yet picked up the architectural drawings for review. Construction is proceeding with valid permits from the City of Buffalo under a 2.4 million dollar contract. To date there have been two change orders increasing the cost by \$16 000. He anticipates a possible additional \$50,000 in change orders which would increase the total cost by approximately 5%. Upon completion, EVCS will receive a Certificate of Occupancy from the City. However, Colby believes there must be a Certificate of Occupancy from SED for instruction to begin. Liz Evans stated that it might be possible to complete this through the city as well. She will seek an opinion and possible documentation from the attorneys.

#### COMMUNITY ASSOCIATION UPDATES

Liz Santacrose stated that the CA meeting is scheduled for next week. Event planning is proceeding according to schedule. May events will include Bingo Night and the annual plant sale. She has met with Denise Clay regarding the annual fund-raising event. The event has been

scheduled for October 14, at the Hertel location. This will accommodate a larger crowd and it is expected that people will be anxious to see the new site. They are planning a major corporate push to raise funds for both schools.

#### NEW BUSINESS/ANNOUNCEMENTS

Mimi noted that the Cullen Foundation has been very generous with grants to EVCS. She thought that it might be in order for the Board to investigate some options to meet with the Foundation.

Matt Ryan stated that he will be having a conversation sharing concerns between EVCS, Days Park residents and the City of Buffalo. Topics will include crosswalks, stop signs, speed limits and other matters of pedestrian safety. He will also raise the question of replacing the sign that still says E.C.C. #36. Board members were reminded to contact Matt by e-mail with any other concerns.

**Marguerite moved and Mimi seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 8:16 PM.

Respectfully submitted,  
Pamela Pollock

Future meetings - all meetings to begin at 6:00PM: May 10, 2017; June 21, 2017;  
July 19, 2017 (tentative)

## ELMWOOD VILLAGE CHARTER SCHOOL - DAYS PARK

### Board of Trustees Meeting

Wednesday, May 10, 2017

**Trustees Present:** Mimi Barnes Coppola; Marguerite Battaglia; Matthew Moscati; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose

**Trustees Excused:** Jennifer Bernacki-Smith; Natalie Stoyanoff; Tayrin Torres-Tapia

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS - Days Park; Kathy Jamil, Director, EVCS - Hertel; Elizabeth Evans, EVCS Operations Manager; Karen Burhans, CPA, representing Kirisita & Associates, CPAS, PLCC, EVCS Accountants

#### CALL TO ORDER

Board Chair, Mimi Barnes-Coppola, called the meeting to order at 6:04 PM. She presented the agenda. There were no changes.

#### MINUTES

Minutes of the Board of Trustees Meeting held on April 19, 2017, were presented.

**Marguerite moved and Matt Ryan seconded that the minutes be accepted as presented.**

**Approved unanimously.**

#### TREASURER'S REPORT

Matt Moscati reminded the Board that this May meeting was being held on the second Wednesday, rather than on the third Wednesday as in other months, in order to approve the budget and submit it to the NY State Education Department by May 15, as per "best practices". He noted that the SUNY Charter School Institute approves budgets at their June 30 meeting. However, SED approves them at the Annual Meeting on August 1. EVCS is working on version 5 of a budget which has had several iterations. The latest version will be used during the 2017-2018 school year. One notable change was to the line for "Field Trips" which has been changed to read "Field Trips/Student Activities" in order to cover a wider range of activities. He also explained that an operating checking account has been opened for EVCS - Hertel. This contains the balance of the funds "borrowed" from EVCS - Days Park. This will allow Hertel to pay bills as they are submitted. Records are also being maintained regarding payments made which are covered by grant funds. **Matt Ryan moved and Matt Moscati seconded that the budget be accepted as presented. Approved unanimously.**

Karen Burhans distributed the report of the Annual Audit completed by Lumsden-McCormick, CPAS. The report stated that EVCS has appropriate financial controls in place. Ms. Burhans also reported that the April financial report was unavailable as the BOT meeting was earlier in the month than normal.

#### NOMINATING COMMITTEE REPORT

-Marguerite reported that current officers have agreed to continue in their respective positions. Thus, she presented the following slate of officers for 2017-2018 EVCS Board of Trustees:

President	Mimi Barnes-Coppola
-----------	---------------------

Vice-President	Jennifer Bernacki-Smith
Secretary	Pamela Pollock
Treasurer	Matthew Moscati

There were no additional nominations from the floor. **Matt Ryan moved and Liz Santacrose seconded that the the slate of nominees be accepted as presented. Approved unanimously.**

Current Parent Representative to the EVCS BOT, Tayrin Torres-Tapia, was elected to fill the remainder of the unexpired term created by the departure of Ingrid Knight. This term will end on June 30, 2017. The position will remain vacant until the Hertel Campus is operational and a Parent Representative can be elected from that location. Kathy Franklin-Adams, long-time member of the EVCS BOT, has agreed to serve an additional term on the Board after the current one expires at the end of June. Elections will be held at the Annual Meeting in June.

## DIRECTOR'S REPORT

Danielle Bruno gave the Director's Report.

### **Personnel**

Ms. Bruno respectfully requested approval for the following personnel actions:

Hires:

- **David Phillips**, Assistant Director (effective August 15, 2017)

Mr. Phillips earned a Bachelor of Science in Physical Education at St. Bonaventure University, and a Master of Arts in Health Studies at the University of Alabama. He has served as the Physical Education Teacher at EVCS since 2009. For nearly a decade, Mr. Phillips has taken the initiative to develop and build a strong physical education program and athletic department at EVCS, and has led a coalition of charter school teachers to create a thriving basketball league. He has contributed to the school as a leader in numerous ways; as the Head Basketball Coach, Safety Patrol Sponsor, and Head running Club Coach. He has served as a Football Coach at Amherst High School, Jamestown High School, and Cuba-Rushford High School. Prior to joining EVCS, Mr. Phillips was the Physical Education Coordinator at Valley Community Center in Buffalo. Mr. Phillips is completing a School Building Leadership program at Niagara University.

- **Lauren Atherton**, School Counselor (effective August 15, 2017)

Ms. Atherton has served as an Assistant Teacher at EVCS since 2013. She earned a Bachelor of Science in Childhood Studies and a Master of Education in Counselor Education with a concentration in School Counseling at St. Bonaventure University. She is a Certified NYS School Counselor. Ms. Atherton is a member of the National Society of Leadership and success and served as the President of the Bonaventure Education Association in 2008-2009. She collaborated with professionals to develop an anti-bullying program at North Collins Elementary School in North Collins, NY.

**Liz Santacrose moved and Pam seconded that the requested hiring actions be accepted. Approved unanimously.**

### **NYS Assessments - Math**

New York State Math Assessments were conducted on May 2-4, 2017 for students in grades 3-8. EVCS is currently scoring with the consortium of schools from Rochester and Buffalo. Once

again, the majority of EVCS parents supported student participation in the state assessments. A total of 9 students “opted out” of the state assessments, resulting in a student participation rate of 96%.

### **Calendar Notes**

June 5 -	NYS Science Assessment (Grade 4 & Grade 8)
June 8 -	Whole School Morning Meeting (8:30 AM)
June 8-	International Night (6:00-7:30 PM)
June 14	Annual Days Park Block Club Barbecue “Grillin' for Grass” (3:00-6:30 PM)
June 16	Field Day
June 19	Kindergarten Graduation (9:00 AM) - Theater of Youth
June 21	Grade 8 Capstone Trip to Toronto
June 22	Grade 8 Graduation (6:00 PM) - Babeville
June 23	Last Day of School and Early Dismissal (12:30 PM)

### **UPDATE ON MERGER**

Operations Manager, Liz Evans, reported that the NY State Education Department has begun the process of reviewing the merger documents submitted by EVCS. Things appear to be proceeding on schedule.

### **COMMUNITY ASSOCIATION UPDATE**

Parent Representative, Liz Santacrose, reported that the Community Association was meeting this evening to elect a new Board. It is expected that there will be a veteran officer and a newer person serving as Co-Chairs. The organization appears to be stable.

Plant Sale deliveries are in process.

There will be a Family Bingo Night Fundraiser this coming Friday.

The Field Day organizing team remains the same as last year.

Danielle thanked the CA for all the activities they planned for teacher appreciation week. There was something different every day, all of which were greatly appreciated.

### **NEW BUSINESS/ANNOUNCEMENTS**

Liz Evans stated that she and Mimi had met with several Trustees from the Cullen Foundation. She suggested that, in view of their generosity to EVCS, the Board might want to invite them to one of our Board Meetings and perhaps to tour the new school. Danielle might invite them to the Whole School Morning Meeting on June 8.

Matt Ryan reminded Board members to support the Days Park Block Club in their “Grillin’ For Grass” fundraising effort on June 14. Tickets are \$10.00.

**Matt Ryan moved and Pam seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:12 PM.

Respectfully submitted,  
Pamela Pollock

Future meetings - All meetings to begin at 6:00 PM: June 21, 2017; July 19, 2017



**Elmwood Village Charter School - Days Park**  
**Board of Trustees Meeting**  
**Wednesday, June 21, 2017**

**Trustees Present:** Mimi Barnes Coppola; Marguerite Battaglia; Jennifer Bernacki-Smith; Kathy Franklin-Adams; Matthew Moscati; Pamela Pollock; Elizabeth Santacrose

**Excused:** Tayrin Torres-Tapia

**Absent:** Matthew Ryan; Natalie Stoyanoff

**Others Present:** Danielle Bruno, Director, EVCS-Days Park; Kathy Jamil; Director, EVCS-Hertel; Elizabeth Evans, EVCS Operations Manager; Michael McGee, Chair, Cullen Foundation; Roger Simon, Cullen Foundation

**CALL TO ORDER**

Board Chair, Mimi Barnes-Coppola, called the meeting to order at 6:08 PM. She presented the agenda. There were no changes. She introduced Michael McGee, Chair of the Cullen foundation, and Roger Simon also from the Cullen Foundation, who were guests at the meeting. She expressed gratitude on behalf of EVCS for the foundation's generous support of the school.

**MINUTES**

Minutes of the Board of Trustees meeting held on May 10, 2017, were presented. **Jen moved and Liz Santacrose seconded that the minutes be accepted with the correction that Kathy Franklin-Adams had been excused from that meeting. Approved unanimously.**

**TEACHER APPRECIATION COMMENTARY**

Marguerite shared some EVCS success stories and read comments from a variety of the students, with the group.

**TREASURER'S REPORT**

Matt Moscati gave the Treasurer's Report. He cited an increase in net assets of \$633,138 vs. a budgeted increase of approximately \$33,648. This resulted in a favorable variance of approximately \$599,490. He highlighted a favorable variance on the "Federal, State and Private Grants" line, thanks, in part, to the Cullen Foundation and other generous donors.

Matt noted that after the scheduled July 1, merger of EVCS-Days Park and EVCS-Hertel, the schools will become a single entity but maintain separate budget lines for operating purposes.

Matt also reported that EVCS has been notified that the Division of Local Government and State Accountability of the Office of the State Comptroller has initiated an audit of the Elmwood Village Charter School. The audit will address the school's internal controls. This is viewed as a helpful process.

**Liz Santacrose moved and Marguerite seconded that the Treasurer's Report be accepted. Approved unanimously.**



## DIRECTOR'S REPORT

Danielle Bruno gave the Director's report.

### **Personnel Actions**

Ms. Bruno announced the following personnel actions:

- Accept the resignation of Heather Longfritz, Teaching Assistant,. She is relocating and seeking employment in another region.
- Accept the resignation of Ashley Smith, Art Teacher. She will be staying at home with her daughter, Pepper.

### **NYS Assessments**

She presented results of the New York State Science Assessments.

Proficiency Rates:

Grade 4 - 98% (0 refusals)

Grade 8 - 90% (2 refusals)

### **Business First Rankings**

Ms. Bruno shared EVCS rankings in the annual school rankings prepared and published by the magazine *Business First*. EVCS was again ranked the highest performing elementary school in Buffalo (public and private), and number 20/257 of all elementary school in Western New York (encompassing Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans and Wyoming Counties.) EVCS ranked 4th among middle schools in Buffalo (public and private) and 72/194 of all middle schools in Western New York.

### **NYS Comptroller's Office Audit**

Ms. Bruno commented further on the fact that the Division of local Government and School Accountability Office has selected EVCS for an audit. She noted that the audit will focus on evaluating school operations with the goal of promoting efficiency and protecting school assets from loss or misuse. At the conclusion of the audit, the examiners will report on results and provide recommendations to help improve school operations. At the onset of the audit, school personnel and the Board President attended an entrance conference with audit examiners regarding the process, which should conclude at the end of July.

### **Calendar Notes**

June 22            Grade 8 Graduation (6:00 PM) - Babeville

June 23            Last Day of School and Early Dismissal (12:30 PM)

## UPDATE ON MERGER

Liz Evans proposed the following resolutions regarding the relationships between EVCS and Northwest bank:

**WHEREAS, EVCS has previously entered into credit facilities with Northwest Bank (the "Bank") (the Credit Facilities"); and**

**WHEREAS, it is contemplated that as of July1, 2017, EVCS will merge with and into EVCS2 with EVCS 2 being the surviving entity, and that upon completion of such a merger, EVCS2 will change its name to Elmwood Village Charter Schools; and**

WHEREAS, the EVCS2 desires to continue the Credit Facilities with the Bank and to amend certain terms the credit Facilities, including, but not limited to, amending the name of the borrower (the “Amendment”); and

WHEREAS, in connection with the Amendment, Lender has requested that EVCS and EVCS2 execute and deliver certain agreements, documents, and instruments, including, but not limited to, (i) a Global amendment and Reaffirmation under the Credit Arrangements and (ii) such other documents, instruments, or certificates as the Lender or its counsel may require (collectively, the “Amendment Documents”); and

WHEREAS, the undersigned deems it to be in the interest of EVCS and EVCS2 to enter into the Amendment and to provide the Amendment Documents; and

NOW, THEREFORE, in consideration of the foregoing, each of EVCS and EVCS2 hereby adopt the following resolutions (for the purposes of these resolutions, EVCS and EVCS2 are each a “Corporation”):

**RESOLVED**, that the Corporation is authorized to enter into the amendment; and be it further

**RESOLVED**, that in connection with the Amendment, any officer of the Corporation is, and each of them is, hereby authorized to execute the Amendment Documents and any such other documents, each such writing to be in such form and substance as he or she may approve, such approval to be conclusively evidenced by his or her execution and delivery thereof, and or she is further authorized, directed and empowered to take all such other actions, as may be necessary or appropriate in his or her judgement in connection with the foregoing transactions; and be it further

**RESOLVED**, that the actions heretofore taken in connection with the transactions contemplated by the foregoing resolutions hereby are approved, ratified and confirmed in all respects.

There was some discussion. **Marguerite moved and Jen seconded that the Resolution be approved as presented. Approved unanimously.**

## ELECTIONS

Marguerite reviewed the slate of officers selected at the May meeting :

President	Mimi Barnes-Coppola
Vice-President	Jennifer Bernacki-Smith
Secretary	Pamela Pollock
Treasurer	Matthew Moscati

There were no additional nominations. **Kathy moved and Liz Santacrose seconded that the Board cast a single ballot for the proposed 2017-2018 Board Officers. Approved unanimously.** This slate of officers shall also serve as officers of EVCS2 (Hertel) until such time as the upcoming merger becomes official.

Kathy Franklin-Adams, whose term expires at the end of this month, was asked invited to serve another term on the Board. She agreed. **Marguerite moved and Mimi seconded that Ms. Adams be approved for an additional term. Approved unanimously.**

## COMMUNITY ASSOCIATION UPDATES

Liz Santacrose announced that each campus would be holding its own Back to School Picnic. These will likely be held on Wednesday, August 16 and Thursday, August 17.

The annual fund raising event, “An evening with Elmwood Village”, is scheduled for Saturday, October 14, 2017, at the new building on Hertel.

#### NEW BUSINESS/ANNOUNCEMENTS

It has been noticed that representatives of the Teachers' Union have been making overtures to EVCS faculty members, Jen wondered if it might be helpful to ask Andrew Friedman of Hodgson Russ to meet with the faculty to outline the pros and cons of union membership. No decision was reached on the matter.

**Matt Moscati moved and Jen seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:00 PM.

Respectfully Submitted,  
Pamela Pollock

Future meetings - All meetings to begin at 6:00 PM: July 19, 2017



# Entry 11 Enrollment and Retention of Special Populations

Last updated: 07/26/2017

## Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2016-2017 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2017-2018.

## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Recruitment Targets 2016-17)	Describe Plans Toward Meeting Recruitment Targets 2017-18)
	<p>Grassroots Community Outreach – focused on socio-economically disadvantaged areas, including East Side, West Side, Black Rock/Riverside and Northwest Buffalo</p> <p>Flyers/posters in Pediatrician Offices</p> <p>Flyers/posters in Health Centers &amp; Clinics</p> <p>Flyers/posters in Head Start and day care centers</p> <p>On-site presentations with parent groups of Head Start and day care centers</p> <p>Community meeting @ Jasper Parrish Housing Development</p> <p>Community meetings with targeted Block Clubs</p> <p>Presentation to Concerned Clergy of WNY and Baptist Ministers Alliance</p> <p>Flyers/posters at targeted religious organizations</p> <p>Flyer/poster distribution at community and faith based afterschool programs</p> <p>Flyer/poster distribution with community resources used by low income families</p> <ul style="list-style-type: none"><li>• SNAP (Supplemental Nutrition Assistance Program) and WIC (Women, Infants and Children), food pantries, thrift shops &amp; social service agencies</li></ul> <p>East Side Outreach</p> <p>George K. Arthur Community Center</p> <ul style="list-style-type: none"><li>• Afterschool Program</li><li>• Head Start</li></ul>	

Econom  
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Child Care Resource Network, Parent Training Center and Administration

- Staff agreed to receive electronic version of each flyer and forward to home daycare providers

Community Health Center Of Buffalo, Inc.

- Main Lobby

- 2nd Floor Pediatric Clinic

Colorful World Daycare

Women, Infant & Children (WIC)

Buffalo Federation of Neighborhood Centers

Rev. Dr. Bennet Smith, Sr. Family Life Center

Judge James A.W. McLeod Community Health Center (formerly Jesse Nash Health Center)

- Pediatric Clinic

Peace of Mind Child Care Center

JFK Community Center

- Afterschool program

- Infants program

Sherman L. Walker Community Center

William/Emslie Family Branch YMCA

Community Action Organization Head Start

Community Action Organization Head Start

Edward Saunders UNITY Center

- Afterschool program

- Youth program

- Head Start

Delavan Grider Community Center

New Hope Education Center & Harvest

House Ministry Center

Pilgrim Baptist Church

Apollo Media Center

Local businesses on Jefferson Avenue

West Side Outreach

Hispanics United of Buffalo

- Family Case Managers

- Parenting Class Instructors

- Food Pantry

- Senior Citizens

- HUB's social media platforms

Holy Cross Head Start

- Flyers given to all parents in the Pre-K classes (these parents are seeking schools for K-2 and in some cases siblings through grade 8)

- Posters hung in the lobby and outside of classroom

Tops Supermarket (on Niagara)

- Posters hung in lobby and waiting room

Joseph Mattina Community Health Center

Urban Family Practice (GBAUHN/Dr. Vasquez)

Outreach at Head Starts, Community Centers throughout the city, Advertisement in free publications, open houses of the same type as 2016-2017 efforts.

	<p>Flyers/ Posters in corner stores, laundromat, bakery</p> <p>Local businesses in Grant-West Ferry Corridor</p> <p>Northwest/Black Rock Outreach</p> <p>Jasper Parish Housing Development, BMHA</p> <ul style="list-style-type: none"> <li>• Administration offices, community center and five buildings</li> </ul> <p>EduKids Early Childhood Center</p> <p>Community Health Center of Buffalo, Inc.</p> <ul style="list-style-type: none"> <li>• Main Lobby</li> <li>• 2nd Floor Pediatric Clinic</li> </ul> <p>Colorful World Daycare</p> <p>Neighborhood Health Center</p> <ul style="list-style-type: none"> <li>• First Floor Waiting Area</li> <li>• Pediatrics &amp; Dental</li> </ul> <p>Programs within Northwest Community Center</p> <ul style="list-style-type: none"> <li>• Afterschool program</li> <li>• Holy Cross Head Start</li> <li>• Women Infants Children (WIC)</li> </ul> <p>Shafer Village Housing Development (BMHA)</p> <p>LaSalle Court (BMHA)</p> <p>Network Parent &amp; Childcare Resource Center</p> <p>Grant Street YMCA Pre-School</p>	
English Language Learners	<p>Flyer/poster distribution in neighborhoods with large immigrant, refugee and limited English speaking populations</p> <ul style="list-style-type: none"> <li>• Print materials and applications in Spanish, Burmese, Somali and other languages</li> <li>• Poster and both English/Spanish flyers hung on community bulletin board</li> </ul> <p>Father Belle Community Center</p> <ul style="list-style-type: none"> <li>• English/Spanish flyers given to staff to promote EVCS event to clients</li> </ul> <p>Flyer was distributed through Hispanic Heritage Council's electronic communications channels</p> <p>Local businesses along Grant-Amherst corridor</p>	<p>Outreach at local community centers, refugee agencies, refugee support groups, and translation of all materials into other languages, as done in 2016-2017 efforts.</p>
Students with Disabilities	<ul style="list-style-type: none"> <li>• Posters and flyers at reception area, waiting room and dental clinic, Waterfront Center for Healthcare &amp; Rehabilitation</li> <li>• Posters in lobby</li> <li>• Receptionist explained that many of the staff are parents and will post in staff breakroom at Lakeshore Behavioral Health</li> <li>• Flyers/powers in waiting room and provided to family case managers</li> </ul> <p>3 ads in WNY Family Magazine (a free monthly publication available throughout the</p>	<p>Outreach to local service agencies, advertisement in special editions in free family magazines, and word of mouth, as done in 2016-2017 efforts.</p>

area) including a special education issue. Flyers and posters hung in lobby and afterschool program through Child & Adolescent Treatment Services

## Retention Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Retention Targets 2016-17)	Describe Plans Toward Meeting Retention Targets 2017-18)
Economically Disadvantaged	<ul style="list-style-type: none"> <li>• EVCS has School-wide Title I services.</li> <li>• EVCS participates in the Federal Lunch program.</li> <li>• Educational resources and aids are provided to all families.</li> <li>• EVCS has always been located in a central area of the city with easy access to public transportation; however, EVCS has successfully negotiated bus transportation from the District to commence in the 2013-2014 school year.</li> <li>• EVCS has a Parent Involvement Policy that is intended to help close the gap between disadvantaged students and their peers.</li> <li>• EVCS selects instructional programs that are proven to have success with students in School-wide Title I settings.</li> <li>• EVCS provides homeless children and unaccompanied youth enrolled at the school with the same education as their peers, including bus transportation, and makes every effort to coordinate social services delivery to the student and family in order to stabilize the living environment.</li> <li>• EVCS documents the living arrangements of its students, via a questionnaire that asks if they are living in a shelter, with relatives or others due to lack of housing, in an abandoned apartment/building, in a motel/hotel, camping ground, car, train or bus station or other similar situation due to the lack of adequate housing; or temporarily housed in a shelter awaiting a permanent foster care placement. This is part of the enrollment form and is kept on file.</li> <li>• EVCS provides equal access as per the McKinney-Vento Homeless Assistance Act.</li> <li>• EVCS partners with the Boys and Girls Club of Buffalo to provide early-care and after-care at no cost.</li> </ul>	<ul style="list-style-type: none"> <li>• EVCS has School-wide Title I services.</li> <li>• EVCS participates in the Federal Lunch program.</li> <li>• Educational resources and aids are provided to all families.</li> <li>• EVCS has always been located in a central area of the city with easy access to public transportation; however, EVCS has successfully negotiated bus transportation from the District to commence in the 2013-2014 school year.</li> <li>• EVCS has a Parent Involvement Policy that is intended to help close the gap between disadvantaged students and their peers.</li> <li>• EVCS selects instructional programs that are proven to have success with students in School-wide Title I settings.</li> <li>• EVCS provides homeless children and unaccompanied youth enrolled at the school with the same education as their peers, including bus transportation, and makes every effort to coordinate social services delivery to the student and family in order to stabilize the living environment.</li> <li>• EVCS documents the living arrangements of its students, via a questionnaire that asks if they are living in a shelter, with relatives or others due to lack of housing, in an abandoned apartment/building, in a motel/hotel, camping ground, car, train or bus station or other similar situation due to the lack of adequate housing; or temporarily housed in a shelter awaiting a permanent foster care placement. This is part of the enrollment form and is kept on file.</li> <li>• EVCS provides equal access as per the McKinney-Vento Homeless Assistance Act.</li> <li>• EVCS partners with the Boys and Girls Club of Buffalo to provide early-care and after-care at no cost.</li> </ul>
	<ul style="list-style-type: none"> <li>• EVCS employs a full-time ESL teacher to adequately address the learning needs of</li> </ul>	<ul style="list-style-type: none"> <li>• EVCS employs a full-time ESL teacher to adequately address the learning needs of</li> </ul>

English  
Language  
Learners

students with limited English proficiency in all grades.

- EVCS utilizes the ESL teacher as a resource to offer strategies to all other teachers on teaching language arts to children with limited English proficiency.
- EVCS provides professional development to faculty on strategies to teach language arts to students with limited English proficiency.
- The administration of the school makes available to all faculty the document entitled, The Teaching of Language Arts to Limited English Proficient/English Language Learners: Learning Standards for English as a Second Language Pre-K – Grade 8.
- The Student Services Coordinator and the ESL teacher educate families on the philosophy of teaching students with limited English proficiency.
- The ESL teacher educates students and families on the role of the ESL teacher in the classroom.
- The Student Services Coordinator and the ESL teacher participate in professional development at BOCES on issues relating to educating children with limited English proficiency.
- EVCS works closely with the Regional Bilingual Education Resource Network (RBE-RN) to help create for LEP/ELLs an educational environment which engages everyone in meaningful teaching and learning, respects diversity, provides opportunities for all children to achieve at the highest levels and enables them to become skilled in the English language while capitalizing on their strengths in terms of their native language and heritage.
- The school maintains a list of translators to assist school personnel with home-school communication.
- The school engages the services of translators from the International Institute of Buffalo for parent-teacher conferences.

- To the extent appropriate and allowed by each student's IEP, EVCS educates students with disabilities in the least restrictive environment with their non-disabled peers.
- All special education programs at EVCS are provided in accordance with Education Law and in accordance with each child's IEP.
- Removal of students with disabilities from

students with limited English proficiency in all grades.

- EVCS utilizes the ESL teacher as a resource to offer strategies to all other teachers on teaching language arts to children with limited English proficiency.
- EVCS provides professional development to faculty on strategies to teach language arts to students with limited English proficiency.
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- All special education programs at EVCS are provided in accordance with Education Law and in accordance with each child's IEP.
- Removal of students with disabilities from



Students with Disabilities

the regular educational environment would only occur if the nature or severity of the disability is such that education in regular education classes with the use of supplementary aids and services cannot be achieved satisfactorily in accordance with the child's IEP.

- EVCS ensures that special education programs and services as indicated in each student's IEP are provided directly to the student on site during regular school hours.
- EVCS employs a special education coordinator (Student Services Coordinator) and nine special education teachers to provide services to the greatest practical extent.
- EVCS contracts with Buffalo Hearing and Speech to provide related services in accordance with each student's IEP or Section 504 Plan.
- Classroom teachers at EVCS are knowledgeable about the needs of students with disabilities, and are informed of their responsibilities for particular students.
- The Student Services Coordinator and special education teachers work under the Director to review and assure that quarterly IEP reports are sent to parents, and that annual review meetings are held.
- The Student Services Coordinator, special education teachers, and classroom teachers represent the school at each child's CSE meeting.
- The Director and Student Services Coordinator ensure that teachers are implementing and properly documenting interventions prior to referral, as per RTI requirements and directives.
- Classroom teachers are well-aware of documentation and reporting requirements necessary when a child is suspected of having a disability.
- The Director and Student Services Coordinator ensure that referrals are made to the CSE when RTI indicates that the child may have a disability.
- The Director and the Student Services Coordinator review the progress of students with disabilities with appropriate staff members.
- All faculty members at EVCS participate in annual professional development and training on issues pertaining to special

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- Classroom teachers are well-aware of documentation and reporting requirements necessary when a child is suspected of having a disability.
- The Director and Student Services Coordinator ensure that referrals are made to the CSE when RTI indicates that the child may have a disability.
- The Director and the Student Services Coordinator review the progress of students with disabilities with appropriate staff members.
- All faculty members at EVCS participate in annual professional development and training on issues pertaining to special

education.

- In addition to curriculum-based assessments, EVCS uses diagnostic measures to monitor academic progress three times throughout the year.

education.

- In addition to curriculum-based assessments, EVCS uses diagnostic measures to monitor academic progress three times throughout the year.



# Entry 12 Classroom Teacher and Administrator Attrition

Last updated: 07/26/2017

Report changes in teacher and administrator staffing.

## Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the two tables named 2016-2017 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing in 2016-2017. Please provide the full time equivalent (FTE) of staff on June 30, 2016; the FTE for any departed staff from July 1, 2016 through June 30, 2017; the FTE for added staff from July 1, 2016 through June 30, 2017; and the FTE of staff added in newly created positions from July 1, 2016 through June 30, 2017 using the two tables provided.

### Classroom Teacher Attrition Table

	FTE Classroom Teachers on June 30, 2016	FTE Classroom Teachers Departed 7/1/16 - 6/30/17	FTE Classroom Teachers Filling Vacant Positions 7/1/16 - 6/30/17	FTE Classroom Teachers Added in New Positions 7/1/16 - 6/30/17	FTE of Classroom Teachers on June 30, 2017
	35	3	3	1	36.2

### Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2016	FTE Administrators Departed 7/1/16 - 6/30/17	FTE Administrators Filling Vacant Positions 7/1/16 - 6/30/17	FTE Administrators Added in New Positions 7/1/16 - 6/30/17	FTE Administrative Positions on June 30, 2017
	3.8	1	1	0	3.8

Thank you



# Entry 13 Uncertified Teachers

Last updated: 07/31/2017

**FTE Count of All Teachers** 36.2  
**(Certified and Uncertified) as of**  
**June 30, 2017**

**FTE Count of All Certified** 34.6  
**Teachers as of June 30, 2017**

## Instructions for Reporting Percent of Uncertified Teachers

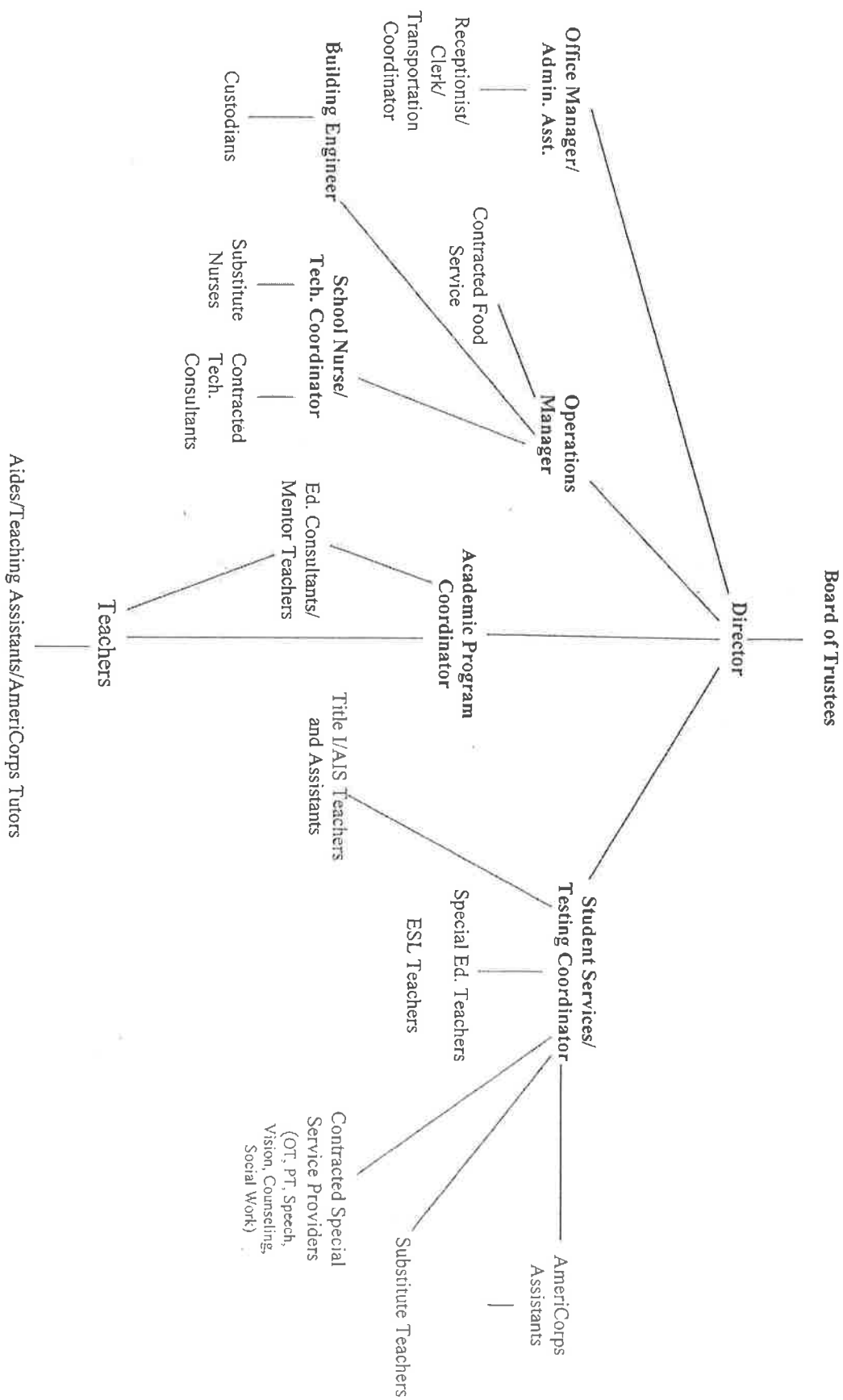
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

**FTE count of uncertified teachers on June 30, 2017, and each uncertified teacher should be counted only once.**

1. Total FTE count of uncertified teachers (6-30-17)	2
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-17)	2
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-17)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-17)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-17)	1
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-17)	0

**Thank you.**

Organizational Chart—EVCS 2016-2017



# ELMWOOD VILLAGE CHARTER SCHOOLS 2017-2018 CALENDAR

## JULY 2017

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## AUGUST 2017

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## SEPTEMBER 2017

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## OCTOBER 2017

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## NOVEMBER 2017

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## DECEMBER 2017

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## JANUARY 2018

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## FEBRUARY 2018

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

## MARCH 2018

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## APRIL 2018

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## MAY 2018

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## JUNE 2018

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	25	26				

## DAYS IN SESSION

Month	Teacher	Student	Month	Teacher	Student
JUL	0	0	JAN	21	21
AUG	10	0	FEB	15	15
SEP	19	19	MAR	16	16
OCT	21	21	APR	21	21
NOV	19	19	MAY	22	22
DEC	16	16	JUN	21	16
			<b>TOTALS</b>	<b>201</b>	<b>186</b>

## IMPORTANT DATES

### July

4 - Independence Day

### August

15-29 - Teacher Workdays

### September

4 - Labor Day

5 - First Day of School

14 - Meet the Teacher Night

22 - Early Dismissal for

Professional Development

### October

9 - Indigenous Peoples Day

14 - Evening at Days Park

19 - Early Dismissal for

Parent-Teacher Conferences

### November

10 - Veterans Day

17 - End of First Trimester

23-24 - Thanksgiving Recess

### December

8 - Early Dismissal for

Professional Development

25-29 - Winter Recess

### January

1 - New Year's Day

15 - Martin Luther King, Jr. Day

25 - Early Dismissal for

Parent-Teacher Conferences

### February

8 - Open House (6:00 PM)

15 - Open House (8:30 AM)

19-23 - Midwinter Recess

### March

9 - End of Second Trimester

16 - Early Dismissal for

Professional Development

30 - Spring Recess

### April

2-6 - Spring Recess

11-13 Grades 3-8 ELA Testing

### May

1-3 - Grades 3-8 Math Testing

17 - Early Dismissal for

Parent-Teacher Conferences

28 - Memorial Day

### June

15 - Third Trimester Grades Close

19 - Kindergarten Graduation

21 - 8th Grade Graduation

22 - Early Dismissal and

Last Day of School

25-26 Early Dismissal Make-Up

Days (for inclement weather closings)

25-29 - Teacher Workdays

	Teacher Workday
	Schools Closed
	Early Dismissal (12:30 PM)
	School Event
	End of Trimester
	NYS Assessments

**APPROVED**

