

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, December 19, 2018
Meeting Site: Hertel Campus**

Trustees Present: Mimi Barnes Coppola; Marguerite Battaglia; Jennifer Bernacki-Smith; Lacoie Brumfield; Kathy Franklin-Adams; Evelyn Kerney, Matthew Moscati; Pamela Pollock; Matthew Ryan, Elizabeth Santacrose, Jamie Smith

Trustees Excused: None

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Kathy Jamil, Director EVCS Hertel; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits of Kirisits and Associates, EVCS Accountants; Cynnie Gaasch, Grant Writer; Ann Levy Walden, Program Officer at Cullen Foundation

CALL TO ORDER

Liz Santacrose called the meeting to order at 6:01 PM. She introduced this evening's guests, Cynnie Gaasch, Grant Writer and Ann Levy Walden from the Cullen Foundation. She presented the agenda. There were no changes.

MINUTES

The Minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on November 14, 2018, were presented. **Matt Moscati moved and Kathy Franklin-Adams seconded that the minutes be accepted. Approved unanimously.**

TREASURER'S REPORT and FINANCIALS

Lisa Kiristis and Matt Moscati gave the Financial report. Lisa stated that for the five months ended November 30, 2018, EVCS showed a decrease in net assets of (\$353,600) vs. a budgeted decrease in net assets of approximately (\$633,200). The result is a favorable variance of approximately \$279,600. The cash balance increased from last month as a result of a payment from the Buffalo Public Schools. (The BPS District makes a payment amounting to 1/6 of the total every other month until May.)

Lisa also noted that the "old entity" should be dissolved at the end of December when the final payment to the New York State Teachers' Retirement System will have been made. Any remaining cash will be transferred to the current account.

Matt Moscati stated that one CD is maturing and the funds will be rolled over. There is currently more than 2 million dollars in the EVCS operating account and approximately another 2 million dollars in CDs.

ANN LEVY WALDEN, Program Officer at Cullen Foundation

Ms. Walden began by stating the Foundation's goal of adding 3,500 quality seats in "beat the odds" schools by 2030. She identified four core strategies:

1-Replicate and grow proven "beat the odds" charters

- 2-Incubate new “beat the odds” charters
- 3-Support academic growth of “on the verge” local schools
- 4-Invest in talent pipelines that meet human capital needs.

She presented Board members with a detailed handout describing how the process works. She highlighted attendance of EVCS Instructional Leadership Team’s attendance at the Relay National Principal Academy Fellowship (NPAF) under the sponsorship of the Cullen Foundation. This program focuses on developing exceptional school leaders through rigorous instruction in the areas of content, pedagogy, instructional leadership and cultural leadership. She also discussed anticipated needs in Buffalo relative to BPS, Charter schools and specifically EVCS.

DIRECTORS’ REPORTS

OPERATIONS/FACILITIES

Liz Evans reported:

Facilities

Days Park - Projects and repairs are planned for over the winter break as per usual.

Hertel - DWC will be coming to do boiler repair and heat balancing during the break.

Shared - Space planning is continuing. See Subcommittee report.

Technology - Erate (an FCC program for networks) planning is underway. This includes Internet and networking equipment. Data wiring for possible office space for centralized staff at Hertel will be bid out and included in the application, in case work takes place during the coming year.

Other

-Health Insurance

Lawley Insurance Brokers presented the bids for Health Insurance options for the coming enrollment period. The current insurance company, Blue Cross Blue Shield of WNY, came back with a 12.9% increase, which would have equaled approximately \$124,000. Lawley asked them for a “last look” and they came back with a proposed 1% increase, which equals about \$10,000. The administrative team met and agreed that they would like to recommend remaining with BCBS for the upcoming period. **Pam moved and Liz Santacrose seconded the motion that EVCS remain with Blue Cross Blue Shield of WNY for the upcoming health insurance enrollment period. Approved unanimously.**

-Dismissal Manager

EVCS is implementing a new program for coordinating dismissal, called School Dismissal Manager. Transportation coordinators helped to evaluate the product and weigh in on the decision to implement SDM to help with the increasingly complex dismissal process. EVCS Hertel will implement it beginning in January, and EVCS Days Park will roll it out in February. Parents will be empowered to make changes to their children’s dismissal plans, and all dismissal plans will be accessible through a single platform.

Property

Hertel - A developer approached the school seeking to purchase a portion of the Hertel Avenue frontage for use as a restaurant drive through. The request was denied.

Days Park - Owners of the Savoy Restaurant expressed interest in using the lot next to 124 Elmwood for use as additional parking. This was not deemed acceptable under the terms of our lease. The lot is now gated to prevent late night use. Neighbors have expressed their appreciation.

PERSONNEL

Kathy Jamil requested approval for the following to be hired for the Hertel Campus:

Position	Name	Qualifications
Afterschool Teacher	Lynette Kean	Bachelor's in Education
School Counselor	Laura Dowling	Master's Social Work; LSW pending

Liz Santacrose moved and Jamie Smith seconded that the proposed positions be approved as requested. Approved unanimously.

ACADEMICS

Anne Wechsler reported:

On December 7, EVCS held a half-day professional development session on Aggressive Monitoring. (State specifically what is being monitored and provide immediate feedback.) This was a turn-key from the fall Relay Intersession. Feedback from teachers was very positive and teachers have already been observed implementing these techniques in their classrooms.

Danielle Bruno added that the Academic Leadership Team had just returned from another two-day Relay Intersession where they received professional development on Coaching for Rigorous Reading Instruction and Weekly Data Meetings. In addition, the Team spent time reflecting on all that they have implemented up to this point, and planning a re-set around priority items for the new year.

EVENTS

A presentation on Cyber Safety for Parents is scheduled for January 10,2019 at the Hertel Campus.

SUBCOMMITTEE REPORTS

Academic Excellence - Mimi reported.

The Academic Excellence Subcommittee met on December 11, 2018. Discussion focused on the various types of data that were being used to measure progress, factors that impeded progress and interventions that were being used to help students who were falling behind. A significant concern was that under the "Buffalo Model" students are enrolled in kindergarten in September and may not be 5 years old until the end of December. In some cases these students lack the maturity to fully benefit from instruction. Several possible strategies for supporting such students were discussed. Most would have fiscal and/or space implications for the school. The matter was tabled for further study and will be resumed.

Another major point of discussion originated at the "Buffalo Governance Academy" presented by Charter Board Partners for Charter Board Members. This was the use of a DASHBOARD to monitor goals, monitoring dates, strategies and progress indicators. A number of factors were identified. Development of the Dashboard will be continued in the coming year.

The next meeting of the Academic Excellence Subcommittee will be held on February 12, 2019, at 2:00 PM, at the Hertel Campus.

Space Planning - Liz Evans reported.

The last meeting of the Space Planning Subcommittee was held November 27, 2018. Matt Moscati is planning to develop a space planning document template to serve as a living document for future use. Colby Smith alerted the Committee to a 10-acre parcel of land off Military Avenue which is available for \$1.1 million. This does not seem to be a possibility for EVCS at the present time.

By Laws - Liz Santacrose reported.

Revision of the EVCS By Laws is in progress. A draft of certain portions was recently circulated for comments. The subcommittee will meet again in January.

COMMUNITY ASSOCIATION

Days Park - Jaime reported.

Tonight there is a program for parents about on-line safety. The “Thankful for EVCS Dinner was a success. Fundraising efforts continue. The combined event “Evening with EVCS” was thought to have earned approximately \$1000 more than last year’s event. Attendees seemed happy about some of the format changes.

Hertel - Lacle reported.

Fundraising events at Hertel have included the Holiday wreath sale, spirit wear sale and a candy sale. They are also partnering with Applebees and Barnes and Noble for fundraising events. There is an upcoming movie night on schedule. Class 3A is sponsoring a Pajama Drive to collect pajamas for those who need them.

ANNOUNCEMENTS/NEW BUSINESS

No one had announcements or new business to present. **Liz Santacrose moved and Jamie seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 8:04 PM.

Respectfully submitted,
Pamela Pollock

Future meetings: Jan. 16, 2019; Feb. 13, 2019; Mar. 20, 2019; April 17, 2019; May 15, 2019; June 12, 2019; July 17, 2019. All meetings begin at 6:00 PM.

