

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, February 24, 2021
Meeting Site: Zoom Online Meeting**

Trustees Present: Jennifer Bernacki-Smith; Lacle Brumfield; Kathy Franklin-Adams; Evelyn Kerney; Matt Moscati; Joshua Pennell; Pamela Pollock; Matt Ryan; Liz Santacrose; Anna Sotelo Peryea; Jamie Smith

Trustees Excused: Mimi Barnes-Coppola

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Acting Director of EVCS Hertel; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, of Kirisits and Associates, EVCS Accountants

CALL TO ORDER

Liz Santacrose called the meeting to order at 6:03 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on January 20, 2021, were presented.

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

TREASURER'S REPORT

Lisa Kirisits presented the Treasurer's Report. For the seven months ended January 31, 2021, EVCS showed an increase in net assets of \$306,300 vs. a budgeted decrease in net assets of approximately (\$737,900). The result was a favorable variance of approximately \$1,044,200.

Budget lines showing significant favorable or unfavorable variances were explained and discussed. Some items worthy of note included:

-State aid - Enrollment was budgeted at 755 students, but actual enrollment, as of January 31, 2021, was 748 students. This resulted in an unfavorable variance of (\$60,000).

-Special education - Special education showed an unfavorable variance of approximately (\$30,000).

-Special education recoupment - Buffalo Public Schools contends that there has been an overpayment of special education funding since 2007-2008 amounting to \$501,308. Buffalo has recouped this funding leaving services at charter schools essentially "unfunded". A lawsuit has been filed on behalf of charter schools, but EVCS was advised that they needed to exhaust all administrative remedies, including submitting an intercept to NYSED. Intercepts have been filed with NYSED for the 1st and 2nd BPS clawback and are expected to be approved and paid. We are awaiting

instructions from NYSED in order to file an intercept for the 3rd and 4th BPS clawback. The expectation is that they will be approved and paid.

Matt Ryan moved and Matt Moscati seconded that the Treasurer's Report be accepted. Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler.

School Reopening Update

Current enrollment:

<u>Days Park Hybrid</u>	<u>Days Park Remote</u>	<u>Hertel Hybrid</u>	<u>Hertel Remote</u>
247 (55%)	195 (45%)	187 (62%)	114 (38%)

On March 1, 28 Days Park students and 21 Hertel students will shift to hybrid learning. On March 8th, families will be surveyed again for the next hybrid entry point, which will take place after spring break.

The Reopening Task Force reconvened for another special meeting with Dr. Katherine Mullin. Dr. Mullin is the Director of Infection Control and Prevention and the Medical Director of Antimicrobial Stewardship at Roswell Park. She is a Clinical Assistant Professor of Medicine at UB Jacobs School of Medicine and Biomedical Sciences. Dr. Mullin earned her MD at Georgetown University, completed a Fellowship at the Cleveland Clinic, and is Board Certified in Internal Medicine and Infectious Diseases. She provided the task force members with important information regarding school transmission studies, PPE, and vaccines. She also stated her expert opinion on some of the practices and metrics that are in the EVCS reopening plan.

The Reopening Task Force is a group that represents all stakeholders at EVCS. Following Dr. Mullin's visit, the group participated in a structures debrief to gather input and feedback. The feedback received from this group will help to inform action steps that the shared leadership team and the operations team will take as they relate to EVCS practices and metrics.

Since reopening on January 19, there have been three positive cases at Days Park and one positive case at Hertel. None of the cases were indicated as school-based transmissions. In total, three classrooms across both campuses shifted to remote instruction for a ten-day period since the inception of the hybrid model. All classrooms are back to hybrid learning at this time.

Danielle expressed her gratitude for the amazing support from EVCS families and staff during this time of frequent and difficult changes required during the time of Covid.

Operations/Facilities

Days Park - Construction is complete and the certificate of occupancy is expected. This certificate is required prior to beginning the refinancing process with Northwest Bank.

Hertel - The radiators at Hertel have been cleaned and heat delivery in these classrooms has improved.

Shared - Buildings are now fully open for hybrid instruction as is the Learning Hub at Hertel. BPS Transportation is busing students to the schools, and BPS Food Service is providing breakfast and lunch to all students on site.

Admissions/Student Enrollment

EVCS is slightly under-enrolled (4 students) due to families moving out of the area. The Admissions co-ordinator has collaborated with the Principals and is in the process of continuing to make offers for open seats.

Lottery Applications 2021-2022 as of 2-23-21

Grade	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Total
Days Park	145	21	21	21	21	36	13	12	4	294
Hertel	138	11	22	23	16	28	12	N/A	N/A	250
Total Applications	283	32	43	44	37	64	25	12	4	544

Lottery Applications 2020-2021 as of 2-12-2020

CAMPUS	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Total
Days Park	132	21	24	30	20	20	27	16	8	298
Hertel	106	21	25	24	22	12	N/A	N/A	N/A	210
Total	238	42	49	54	42	32	27	16	8	508

*The Lottery, which is part of the Enroll Buffalo Charters process, will be held on April 13, 2021.

Technology

EVCS I.T. Contractor, Station 28, was able to secure replacement models for the outstanding Chromebooks. They were received in early February. There are now enough Chromebooks for all students learning on site and remotely for the remainder of the year.

HR Updates

Staff Considerations

Considerations for staff to work at home (full or part-time) have been granted as follows:

- Medical considerations: 9
- Care of a family member: 5
- Child care: 23

These considerations are reviewed monthly by the shared leadership team and the HR Manager.

Personnel

The shared leadership team proposed that positions be filled as follows:

Position	Name	Campus	Qualifications
Substitute Teacher	Maggie Balles	Days Park	M.Ed. - SUNY Buffalo Higher Education Administration BA - SUNY Potsdam English Writing, Speech Communication
Substitute Teacher	Nicole Tyrell	Days Park	BA - Niagara University, Elementary & Special Education
Speech Language Pathologist	DeAndra Contangelo	Shared	MS- SUNY Buffalo, Speech Language Pathology BS - SUNY Fredonia, Communication Disorders and Sciences
Substitute Teacher	Elizabeth Arana	Hertel	BA - SUNY Buffalo Health and Human Services MS - SUNY Buffalo (in progress) Early Childhood & Childhood Education
Substitute Teacher	Jasmine Conyers	Days Park	MS - Medaille College Elementary Education BS-Medaille College, Business Administration/Media Communications
Full Time Custodian	Ivan Johnson	Hertel	HS Diploma - Cleveland Hill HS 14 years cleaning experience 7 years supervisory experience

Currently Hiring: Principal, Substitute Teachers, Isolation Room Attendant, Day Porter

Pam moved and Matt Moscati seconded that all proposed hiring be approved. Approved unanimously.

Grants

-The Cullen Foundation opened their spring grant cycle. EVCS was awarded a \$33,000 grant toward engaging the services of Achievement Network (ANET) for “the rebuilding of interim assessments and the process of interim assessment and data analysis....this will help to build a vertically aligned, rigorous set of standards-based ELA and Math interim assessments in place in grades 2-8, along with a clear cycle and process for data analysis, reteaching, and reassessing.”

-NYSED CSP COVID relief grant: NYSED made \$49,500 per education corporation available to underwrite costs accrued due to COVID during the summer/early fall of 2020. This application is due 3/1.

Academics

The winter round of STAR Assessments has been completed. Data analysis at the classroom level has been done with individual teachers. As Data Manager Melina Hong is on maternity leave, bigger picture analysis, disaggregation for different subgroups, etc., have not yet been completed.

Official word regarding whether NYS Assessments will be administered this year has not yet been received.

March 26 will be a half day of instruction followed by professional development for staff. The topic will be “Culturally Responsive Teaching and the Brain: Promoting Authentic Engagement and Rigor Among Culturally and Linguistically Diverse Students.”

Other Business

None

SUBCOMMITTEE REPORTS

- Space Planning Committee: No report
- Nominating Committee: On behalf of the Nominating Committee;
Matt Ryan moved and Liz Santacrose seconded that Ed Castine be elected to a position on the EVCS Board of Trustees. Approved unanimously.
- Academic Excellence Committee: No report
- Fund Raising Committee No Report

COMMUNITY ASSOCIATION

Days Park - Jamie reported that the Days Park Community Association is in the process of re-organizing and will be holding an election of officers later this year.

Hertel - Anna stated that the Hertel CA had met on Feb. 23. Chocolate sales were completed and earned approximately \$400. A craft kit was purchased for each child in the school.

- A Chiavetta's Chicken Barbecue is scheduled for April 22.
- The group is planning an outdoor-toy drive for the end of the year.
- All positions were filled at the group's last election.

ANNOUNCEMENTS/NEW BUSINESS

Matt Ryan moved and Josh seconded that the Board move to executive session to discuss outstanding legal matters. Approved unanimously.

Discussion followed.

Pam moved and Matt Ryan seconded that the Board exit executive session. Approved unanimously.

There was no additional business and no announcements. **Matt Ryan moved and Pam seconded that the meeting be adjourned. Approved unanimously.**

The meeting was adjourned at 7:41 PM.

Respectfully submitted

Pamela Pollock

Future Meetings:

Mar. 17, 2021; April 21, 2021; May 19, 2021; June 16, 2021; July 21, 2021

All meetings begin at 6:00 PM