

**Elmwood Village Charter Schools  
Board of Trustees Meeting  
Wednesday, May 20, 2020  
Meeting Site: ZOOM Online Meeting**

**Trustees Present:** Mimi Barnes Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Kathy Franklin-Adams; Evelyn Kerney; Pamela Pollock; Elizabeth Santacrose

**Trustees Excused:** Matthew Moscati; Matthew Ryan; Jamie Smith

**Trustees Absent:** None

**Others Present:** Danielle Bruno, Director, EVCS Days Park; Elizabeth Evans, EVCS Director of Operations; Kathy Jamil, Director, EVCS Hertel; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, Kirisits & Associates, EVCS Accountants

**CALL TO ORDER**

Liz Santacrose called the meeting to order at 6:05 P.M. She presented the agenda. There were no changes.

**MINUTES**

The minutes of the Elmwood Village Charter Schools Board of Trustees meeting held on April 8, 2020, were presented. Lisa Kirisits suggested an addition to the portion of the minutes which discussed the PPP Loan. **Mimi moved and Jen seconded that the minutes be accepted as corrected. Approved unanimously.**

**TREASURERS REPORT**

Lisa Kirisits presented the Financial Statement. For the ten months ended April 30, 2020, EVCS showed an increase in net assets of \$575,955 vs. a budgeted decrease in net assets of approximately (\$173,390). The result is a favorable variance of approximately \$749,345. With revenue ahead of budget EVCS is in a good position at this time. The budget for next year is currently being prepared. **Kathy Franklin-Adams moved and Jen seconded that the Financial Report be approved. Approved unanimously.**

**EXECUTIVE SESSION**

**Mimi moved and Kathy Franklin-Adams seconded that the Board enter executive session to discuss legal matters. Approved unanimously.**

Discussion ensued.

**Pam moved and Lacle seconded that the Board exit executive session. Approved unanimously.**

## DIRECTORS' REPORT

The director's report was prepared jointly by Danielle Bruno, Liz Evans, Kathy Jamil and Anne Wechsler.

### **Operations/Facilities**

**Days Park** – Construction of the addition began April 27th. Jen Bernacki communicated this to the Neighborhood Advisory Committee on April 20th.

**Hertel** – No updates.

**Shared** -- End of Year (EOY) processes are underway at both campuses. Teachers packed up student belongings during the week of May 11th. Families picked up their children's belongings from Saturday 5/16-Monday 5/18. The coordination of the administration and teachers to gather and organize all the belongings was amazing, and families were very grateful for the efforts.

Teachers are packing up their classrooms this week and next week (and beyond, if needed) in order to facilitate summer cleaning. Full time custodial employees were called back Monday 5/18 to assist with cleaning, classroom pack-up, and organization. Everyone in the building is subject to safety guidelines, including wearing face coverings, maintaining distancing, and washing hands regularly.

Nurse Dana and Nurse Tracy collaborated to coordinate a very successful mask-making campaign. They assessed the needs of our school community, and volunteers donated materials and made face masks. The campaign provided over 500 masks to EVCS families. We are thankful to our school nurses for their efforts in helping to keep our school community safe and healthy.

### **HR Updates**

<b>Position</b>	<b>Name</b>	<b>Campus</b>	<b>Qualifications</b>
<b>P/T Custodian</b>	<b>Booker Ray</b>	<b>Days Park</b>	

**Jen moved and Mimi seconded that the hiring of the part-time custodian be approved. Approved unanimously.**

**Currently Hiring:** Interviews have taken place for the 2020-2021 school year.

**Finance** – EVCS applied for the Paycheck Protection grant program through Evans Bank to cover payroll expenses for an 8-week period in the amount of \$1,451,000.

Budgeting is continuing, planning for different funding scenarios. The Finance Committee is meeting to review the budget on 6/8/20.

## **Academics**

1. The NYS Regents assessments have been suspended by the state until further notice. Students who demonstrate proficiency in the standards for a Regents course will be exempt from the exam, and will receive course credit.
2. Progress Reports for online learning were emailed to families last week. Parents received information about attendance (% of days present for online learning) and work completion (Exceeds Expectations, Meets Expectations, Approaching Expectations). Virtual, or phone parent-teacher conferences are taking place this week.
3. A plan has been created for reporting end of the year grades. These grades will also be based on work completion, rather than student mastery.
4. Summer School - We are currently working on a plan to provide some continuation of learning over the summer months. All students will be expected to do a minimum amount of regular math and ELA practice that will be pushed out via Google Classroom. A small percentage of students will receive small group, synchronous instruction via Google Meet. The number of times per week and length of lessons is yet to be determined.
5. Summer Professional Development - We are beginning to plan for summer professional development, keeping in mind that it may take place virtually.

Attendance figures for the online learning continue good. Average daily attendance for both schools has been approximately 87% with a high of 97%. In addition, 80% of the students are completing all, or most of their work. Teachers are to be congratulated for exceeding all expectations for time and effort.

## NEW BUSINESS/ANNOUNCEMENTS

Liz Santacrose announced that the Nominating Committee would convene on Wednesday to discuss possible new Board members and to assemble a slate for election of Board officers for 2020-2021. Election of officers is scheduled for the June 17 meeting.

She also announced that Lacle Brumfield, EVCS Hertel Parent representative, had received an excellence in education award. The Board offered congratulations.

There were no further announcements or new business. **Kathy Franklin-Adams moved, and Lacle seconded that the meeting be adjourned. Approved unanimously**

The meeting was adjourned at 7:51 PM.

Respectfully Submitted  
Pamela Pollock

**Future Meetings:**  
June 17, 2020; July 15, 2020.

Note: All meetings begin at 6:00 PM

