

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, September 16, 2020
Meeting Site: ZOOM Online Meeting**

Trustees Present: Jennifer Bernacki-Smith; Lacoie Brumfield; Kathy Franklin-Adams; Evelyn Kerney; Joshua Pennell; Pamela Pollock; Matthew Ryan; Elizabeth Santacrose; Anna Sotelo-Peryea,

Trustees Excused: None

Trustees Absent: Mimi Barnes-Coppola; Matthew Moscati; Jamie Smith

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

CALL TO ORDER

Liz Santacrose called the meeting to order at 6:03 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 September 16, 2020, were presented. **Jen moved and Kathy seconded that the minutes be accepted as presented. Approved unanimously.**

TREASURERS REPORT

Lisa Kirisits presented the Financial Statements for July and August. She stated that the final audited statement for June 2020 is not yet available, as the auditors are still performing their fieldwork, but the audit report is expected to be presented at the October board meeting by the auditor. At that time, Lisa will present the June 2020 financial statement which compares the June 2020 income statement to budget (note that the auditor will present the audit compared to the prior year). The fiscal year end of June 30, 2020 is kept open longer than other month ends so that a clean accounting cut-off can be assured. Leaving the year end open longer at year end will help to ensure that all vendor invoices are captured in the proper fiscal year.

The PPP (Payroll Protection Plan) loan is expected to be forgiven. Once the measurement period ends, banks will allow recipients to apply for forgiveness.

The September State Aid payment is due Friday. This is expected to be the "last of the clawback." EVCS can file an intercept 30 days after payment is due.

Josh moved and Lacoie seconded that the July and August financial statements be accepted subject to one change - the July and August 2020 budget line for "employee benefits" for "year to date" and "annual budget" amount is incorrect. Approved unanimously.

DIRECTORS' REPORTS

Director's reports were presented jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler.

School Reopening Update

EVCS began remote instruction on September 2, 2020. Through 9-11-20, average attendance rates were: Days Park - 96%; Hertel - 92%.

541 devices were deployed, and there are still 10 students waiting for devices. EVCS distributed 195 devices that will be replaced when new Chromebooks arrive. Distributed Chromebooks include some that were near their end of life, as well as iPads that were in the classrooms, and staff iPads. Most Chromebooks are backordered from all vendors nation-wide. Expected time of delivery is mid-October, although some are already beginning to arrive. Families who want to continue to use their iPad will have the opportunity to do so, but it's anticipated that many will want to trade them for Chromebooks.

EVCS ordered an additional 220 Chromebooks at a cost of \$53,800. These can be covered by CARES money that was allocated by Erie County to EVCS in the amount of \$26,650 for Hertel and \$56,900 for Days Park, making a total of \$83,550. The rest of the money will go toward purchases of PPE, remote licenses (like ZOOM), cleaning supplies, etc. Donations were also made toward technology/remote learning support in the amount of \$5,000.

Families and staff were sent a preliminary survey today to gather input on the current thoughts and needs of the school community. As of the writing of this report, 642/750 students are represented in the responses, and 92/138 of the staff have responded.

Family preferences: 43.5% prefer remote only; 56.5% prefer in-person (hybrid). This translates to 250 students whose families would choose hybrid and 200 students whose families would choose remote only at Days Park and 170 students whose families would choose hybrid and 130 students whose families would choose remote only at Hertel.

Staff preferences: 56.5% prefer remote only; 43.5% are comfortable with in-person learning.

Primary considerations affecting preferences include: health of a family member, personal health concerns and child care.

During the next two weeks, the Leadership Team will review the health and safety data collected to date, along with this preliminary survey data from families and staff to determine the next steps for the school year. Primary health and safety sources include:

- Regional and county dashboard
- Erie County dashboard
- NY Schools COVID Report Card dashboard

Partner Programs at EVCS Buildings

EVCS School Leadership Team has been working with Boys and Girls Club of Buffalo and BestSelf Behavioral Health to provide onsite care to EVCS students.

EVCS Days Park: Boys and Girls Club of Buffalo modified its after school program to run from 12-4 five days per week. They provide meals, supervision and

enrichment activities. This program is only open to EVCS Days Park students. (There are 45 students enrolled for the PM program.)

EVCS Hertel: BestSelf Behavioral Health is running a two-part program in part with EVCS. There will be a morning program, which runs 8-12, and an afternoon program which runs 12-4, and is a modification of their after school program. Buffalo Public District will provide breakfast and lunch to students on site, and BSBH will provide a snack. This program is open to students from Days Park and EVCS Hertel. Preference is given to parents who indicate they have no other options for child care and they need to use the full-day program. The cost of the program will be subsidized by the parents who will pay \$40/week. Scholarships are available, and BSBH is applying for funding from Erie County to help underwrite the staffing costs. (50 students)

Operations/Facilities

Days Park - Construction of the addition continues. There is a delay in completion due to National Grid failing to schedule installation of external transformers.

Hertel - No updates

Shared - Updates to building systems have been implemented, including upgrading air filters and purchasing and installing screening for classrooms to increase ventilation and airflow. The addition of a window that opens for the nurse’s office at Hertel will be completed soon. These changes are being made in consideration of health recommendations around reducing illness in indoor spaces. The total cost for these measures is expected to be approximately \$7,000.

Admissions/Student Enrollment

-Registration Updates as of 9-15-2020

Grade	<u>Days Park</u>		Grade	<u>Hertel</u>	
	<u>Goal</u>	<u>on 9/15</u>		<u>Goal</u>	<u>on 9/15</u>
K	50	47	K	50	45
1	52	51	1	50	50
2	52	52	2	52	52
3	52	52	3	52	53
4	52	52	4	52	52
5	50	49	5	50	50
6	52	51	Total	306	301
7	48	48			
8	44	44			
Total	452	446			

For kindergarten at Days Park, an offer has gone out to the student waitlisted at #92. There are another 73 students on the waitlist before post-enrollment or out-of-district applications can be considered.

For kindergarten at Hertel the waitlist created from the April lottery (numbers 1-141) has been exhausted. Families who applied “post enrollment” (applications

received after the lottery, 142-147) are being contacted. If seats remain after these contacts, the out-of-district portion of the wait list (148-158) will be contacted. The

EVCS admissions coordinator has suggested that perhaps some parents have opted to keep their 5-year-olds out of kindergarten until next year. It has also been rumored that Buffalo is offering kindergarten placements for Olmsted later this year.

Technology

EVCS's Data Manager, Operations Manager, and IT Staff (Station 28) created a technology request form and responded to 342 problems in the past month. These centered on connectivity, application issues, problems with technology, etc., in addition to their usual intense summer schedule.

They are currently working on implementing "Clever" a single sign-on system within the Google Classroom that acts as a single sign-on program for the various Apps used by the teachers. This is a complex process, but, hopefully will improve the online instruction experience for EVCS students and reduce the need for multiple passwords.

HR Updates - Personnel

<u>Position</u>	<u>Name</u>	<u>Campus</u>	<u>Qualifications</u>
SPED Teacher	Edward "Nick" Gallio	Days Park	MS Education, SUCB; Students with Disabilities (Gr. 1-6) Certification: Students with Disabilities (Gr. 1-6)
Assistant	Andrew Ross	Hertel	MA Education, NYU; Theater and Social Studies BA SUCB; Theater Arts Certifications: Social Studies (Gr. 7-12); Theater (Gr.K-12)
Custodian	Jeannie Fluker	Hertel	High School Diploma 3 years custodial experience
Custodian	Dalishia Miller	Hertel	High School Diploma 5 years custodial experience

Hertel Currently Hiring: Custodian, Instructional Assistant, Principal

Matt Ryan moved and Pam seconded that all proposed hires be approved. Approved unanimously.

Finance

CARES money was allocated to Erie County public and charter schools as previously indicated.

Academics

Attendance figures indicate that the schools are off to a good start. A materials Pick-up is scheduled for next Thursday and Saturday to distribute off-line materials to students and families.

Reading specialists, ENL teachers, special education teachers and instructional assistants are currently administering the STAR assessment (1-1, or in small groups) to all students in grades 1-8 as a baseline measure for reading and math.

District Safety Plan

The District Safety Plan has been made available for review during the next 30 days. It will be up for approval at next month's Board meeting.

SUBCOMMITTEE REPORTS

Fundraising Committee	No report at this time
Space Planning Committee	No Report at this time
Academic Excellence Committee	Will meet to review the data gathered by the STAR testing when administration has been completed
Nominating Committee	No report at this time

COMMUNITY ASSOCIATION

Days Park - There was no report from the Days Park parent group as their representative Jamie Smith was not in attendance.

Hertel - Anna Sotelo-Peryea, newly elected parent representative, reported that their group has been investigating a variety of fund raising activities as well as the possible establishment of a food pantry and a lending library to serve Hertel families.

ANNOUNCEMENTS/NEW BUSINESS

There has been a strong response to the request for applications to fill the empty seat for the Director at the Hertel Campus. Reviews of dozens of applications narrowed the search to six applicants who will be reviewed by the committee. Recorded interviews may be made available to the Board.

There was no additional new business and no further announcements.

Lacole moved and Jen seconded that the meeting be adjourned. The motion was approved unanimously. The meeting was adjourned a 7:16 PM.

Respectfully Submitted,

Pamela Pollock

Future Meetings:

Oct. 21, 2020; Nov. 18, 2020; Dec. 16, 2020; Jan. 20, 2021; Feb. 24, 2021; Mar. 17, 2021; April 21, 2021; May 19, 2021; June 16, 2021; July 21, 2021

All meetings begin at 6:00 PM

