

**Elmwood Village Charter Schools
Board of Trustees Special Meeting
Monday, August 30, 2021
Meeting Site: EVCS Days Park**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Kathy Franklin-Adams; Joshua Pennell; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: None

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction

CALL TO ORDER

Jen Bernacki-Smith called the meeting to order at 6:04 PM. She explained that the meeting had been called in order to approve several time-sensitive measures with a quorum present. Jen presented the agenda. There were no changes.

STAFFING

Personnel

The following additions/replacements to EVCS staff were proposed:

Position	Name	Campus	Qualifications
General Education Teacher	Damien Boyd	Days Park	Master's Degree - Buffalo State College Childhood Education Bachelor's Degree - University of Buffalo English Certification: Childhood Education (Grades 1-6)
Special Education Teacher	Brittany Bradberry	Days Park	Master's Degree - Canisius College Special Education Bachelor's Degree - D'Youville College Business Management Certifications:

Instructional Assistant	Randy Chi	Days Park	Bachelor's Degree (in progress) Sociology and Criminal Justice EVCS Alumni
Special Education Teacher	Brenna Culbreth	Hertel	Bachelor's Degree - SUNY Fredonia Childhood Inclusive Education Certifications: Childhood Education (Grades 1-6) Students with Disabilities (Grades 1-6)
Instructional Assistant	Lauren Roth	Hertel	Bachelor's Degree - University at Buffalo Health and Human Services - Early Childhood Concentration Master's Degree - Canisius College Childhood Education (In Progress)
Special Education Teacher	Kelly Gandt	Days Park	Bachelor's Degree - Buffalo State College Childhood and Special Education Master's Degree (in progress) - Buffalo State College Early Childhood Education and Special Education Certificates: Childhood Education (Grades 1-6) Students with Disabilities (Grades 1-6)
ENL Teacher	Cassidy Gillespie	Hertel	Master's Degree - SUNY Buffalo Childhood Education Bachelor's Degree - Smith College Art

			Certification: Childhood Education (Grades 1-6) Early Childhood Education (B-2nd) TESOL
Elementary Spanish Teacher	Tanya Gonzalez	Days Park	Bachelor's Degree - Universidad Central de Bayamon Education Secondary

Instructional Assistant	Miranda Hayes	Hertel	<p>Bachelor's Degree - Houghton College Inclusive Childhood Education</p> <p>Certifications childhood Education 1-6 Students with Disabilities 1-6 (pending)</p>
Assistant Principal	Catrice Huff	Hertel	<p>Master's Degree: Buffalo State College Childhood Education</p> <p>Master's Degree: Canisius College Educational Leadership and Supervision</p> <p>Certifications: Childhood Education (Grades 1-6) Professional Certificate School Building Leader Emergency COVID-19 School District Leader Emergency COVID-19 Early Childhood Education (Birth-Grade 2) Professional Certificate</p>
Special Education Teacher	Melissa Galligan	Hertel	<p>Master's Degree - Niagara University Special Education - 1-6</p> <p>Bachelor's Degree Niagara University Early Childhood and Childhood Education</p> <p>Certifications: Students with Disabilities (B-2) Students with Disabilities (1-6) Early Childhood Education (B-2) Childhood Education (1-6)</p>
School Counselor	ErinMcFarland	Hertel	<p>Master's Degree - State University of New York at Buffalo School Counseling</p> <p>Bachelor's Degree - John Carroll University Psychology</p> <p>Certifications: New York School Counselor</p>

General Education Teacher	Elizabeth Santacrose	Days Park	<p>Master's Degree - Buffalo State College Childhood Education</p> <p>Juris Doctor - University of Buffalo Law School</p> <p>Bachelor's Degree - Syracuse University Political Science and Environmental Policy</p>
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			<p>Certification: Childhood Education (Grades 1-6)</p>
Speech Language Pathologist	Alexis Eimer	Days Park	<p>Bachelor's Degree - University at Buffalo Communicative Disorders and Sciences</p> <p>Master's Degree - University at Buffalo Speech Language Pathology</p> <p>Certifications: New York State Teacher of Students with Speech and Language Disabilities ASHA Clinical Competence in Speech- Language Pathology New York State Speech Language Pathologist</p>
Instructional Assistant	Markese Thomas	Days Park	<p>Bachelor's Degree - Valor christian College Arts in christian Ministry</p> <p>5 Years of Teaching Experience at Sankofa Charter School</p>
Special Education Teacher	Michael Urban	Days Park	<p>Master's Degree - SUNY Oswego Special Education</p> <p>Bachelor's Degree - SUNY Oswego Adolescence Education</p>
General Education Teacher	Katherine Wilkins	Hertel	<p>Bachelor's Degree - SUNY Buffalo Early Childhood and Childhood Education</p> <p>Certification: Early Childhood Education (Birth-2) Childhood Education (Grades 1-6)</p>

Instructional Assistant	Monica Wrobel	Hertel	Bachelor's Degree - Canisius College Latin American Studies, Spanish Master's Degree - Canisius College Childhood Education (In Progress)
Special Education Teacher	Charlene Zmuda	Days Park	Master's Degree - Canisius College Early Childhood Education Bachelor's Degree - Bryant and Stratton College Business

Currently Hiring: Custodians,
2021-2022 School Year Hiring: SPED Teacher, Social Worker, Music Teacher, Instructional Assistant, Health and Safety Room Attendant, Substitute Teachers

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

ESSER APPLICATION

Highlights of the ESSER (Elementary and Secondary School Emergency Relief) Grant spending were reviewed and discussed. One concern was the sustainability of the new positions at the end of the grant period. The matter has been discussed with Lisa Kirisits, EVCS Accountant, who feels that the school will be able to support the additional personnel at the end of the grant period.

Specifics of the grant were as follow:

This plan applies to Elmwood Village Charter School Days Park and Elmwood Village Charter School Hertel except where otherwise noted.

Introduction

Elmwood Village Charter Schools (EVCS) consist of EVCS Days Park and EVCS Hertel in Buffalo New York. EVCS educates 900 students in grades K-8 in the 2021-2022 school year. EVCS is a high-performing charter school focusing on rigorous academics, social-emotional well-being, and student choice. EVCS's mission is:

The Elmwood Village Charter Schools 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.

EVCS values diversity and inclusion both in its student body and in its staff. EVCS practices the inclusion model of educating students, with a general education teacher in each classroom, and a special education teacher at each grade level.

ESSER ARP Allocations

EVCS Days Park was allocated \$987,646 and EVCS Hertel was allocated \$1,017,833.

Stakeholder Input

EVCS presented the draft ESSER ARP budget to stakeholders, including parents, AIS, ENL, general education and special education teachers, student support coordinators, administrators, community partners, and intervention specialists, in a Zoom meeting on 6/16/2021. Feedback was collected during the meeting and via Google form after the meeting, which was considered and used in finalizing the budget for submission.

Budget categories

EVCS understands that the ARP Act requires LEAs to reserve at least 20% of their 90% ARP-ESSER allocation to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to students' academic, social, and emotional needs and address the disproportionate impact of the coronavirus on economically disadvantaged students, children with disabilities, English learners, racial and ethnic minorities, migrant students, students experiencing homelessness, and children and youth in foster care. To this end EVCS will be using much of the Schools' allocations toward instructional and other support personnel to mitigate learning loss, and help students to recover academically and emotionally from a traumatic and disruptive year and a half.

Professional Salaries and Employee Benefits

EVCS Days Park

Professional Salaries \$490,698 Employee Benefits \$136,737

Total Salaries and Benefits: \$627,435

This includes the following:

- Learning Specialist (1 FTE)
- Summer PD Stipends - SY22/23 (48 FTE)
- Instructional Assistant (4 FTE)
- Social Worker - SY21/22 & 22/23 (0.5 FTE)
- Instructional Coach - SY21/22 & 22/23 (0.5 FTE)
- Summer School Salaries 2021 & 2022 (23.75 FTE)
- After School Coordinator - SY21/22 & SY22/23 (1 FTE)

EVCS Hertel

Professional Salaries \$595,780 Employee Benefits \$124,114

Total Salaries and Benefits: \$719,894

This amount includes the following:

- Learning Specialist (1 FTE)
- Summer PD Stipends - SY22/23 (32 FTE)
- Instructional Assistant (5 FTE)
- Social Worker - SY21/22 & 22/23 (0.5 FTE)
- Instructional Coach - SY21/22 & 22/23 (0.5 FTE)
- Summer School Salaries 2021 & 2022 (10.3 FTE)
- Student Life Coordinator SY21/22 & SY22/23 (1 FTE)
- SPED Mentor Stipend SY21/22 & SY22/23 (1 FTE)
- After School Coordinator Stipend SY21/22 & SY22/23 (1 FTE)

- School Counselor (0.81 FTE)

Learning Specialist is a new position during the grant period. Veteran EVCS teachers will be participating in student data meetings and working with those students at risk of academic failure to get students moving toward proficiency

Summer Stipends will be used for targeted PD and summer school work in order to develop teachers in new curricular and intervention programs, as well as working with students at risk of academic failure to prepare them for the next school year.

Instructional Assistants are used in classrooms to assist with small group work and differentiation. IAs will also be trained in and will deliver EVCS's new SEL curriculum, Fly Five.

Social Worker will be a new shared position and will work with EVCS's students and their families to identify and connect with social services resources. The social worker will also be a liaison between the school, our families, and community-based organizations and social service organizations to help lift families up while recovering from disruption, loss and trauma.

Instructional Coach – EVCS will be adding an additional instructional coach to work with teachers on instructional strategies, provide regular and sustained observation and feedback, and facilitate grade- level data meetings.

Student Life Coordinators will work with families and students who are experiencing trauma and will provide strategies for self-regulation, as well as acting as a liaison between the classroom and the family.

Special Education Mentors will work with newer special education teachers in performing duties related to working with those students with IEPs and 504 Plans in order to maximize student success in EVCS's inclusion model program.

After School Coordinator is a new stipended position. This person will liaise with EVCS's afterschool partners, and help ensure that all clubs and extracurricular activities are tracked and scheduled.

Purchased Services

EVCS Days Park

\$72,345

- IT and technology Support for SY 21/22 and SY 22/23

EVCS Hertel

\$78,260

- IT and technology Support for SY 21/22 and SY 22/23

EVCS contracts with an IT company to support EVCS's accounts, technology and construction projects.

Supplies & Materials

EVCS Days Park

\$266,523

- Reading Intervention materials
- Zearn Math SY21/22 & SY22/23
- FLY FIVE (SEL Curriculum)
- Renaissance Learning subscription SY21/22 & SY22/23 • Panorama Education subscription SY21/22 & SY22/23 • JAMF Educational Software SY21/22 & SY22/23
- Zoom subscription SY21/22 & SY22/23

- Go Guardian subscription SY21/22 & SY22/23
- Ergonomic Chromebook storage carts (5)
- Chromebooks (250)
- Sneeze guards (25)
- Tmobile hotspots (12)
- Promethean boards (14)

EVCS Hertel

\$158,551

- Reading Intervention materials
- Zearn Math SY21/22 & SY22/23
- FLY FIVE (SEL Curriculum)
- Renaissance Learning subscription SY21/22 & SY22/23
- Panorama Education subscription
- JAMF Educational Software SY21/22 & SY22/23
- Zoom subscription SY21/22 & SY22/23
- Go Guardian subscription
- Ergonomic Chromebook storage carts (5)
- Chromebooks (125)
- Google Chrome license (45)
- PPE (sneeze guards, face masks, disposable gowns, disposable gloves, hand sanitizer) •

Tmobile hotspots (12)

Assessment and Evaluation

EVCS's assessment system allows us to collect diagnostic, formative and summative data about our students' strengths and weaknesses and this information is used to inform instruction and guide decision making around curriculum. We have made changes to our assessment system in order to allow us to collect the most useful data with the least amount of testing time. In order to ensure reliability and validity, we follow testing administration protocols carefully and, when possible, we cross-reference results from different assessments to ensure that there is not significant variability. An overview follows: Formative Assessments:

Teachers use a variety of tools to assess progress toward mastery of the Next Generation Learning Standards. Examples of such tools are exit tickets, quizzes, programmatic assessments, class-work, homework, class discussion, and presentations. Data from STAR assessments and interim assessments can also be considered formative as it is used by teachers to improve instruction by targeting specific skills and standards.

Diagnostic Assessments:

STAR Reading and Math Assessments – These computer adaptive assessments are given to each student three times a year (each assessment takes approximately 20 minutes to administer).

STAR's Early Literacy assessment is given to students in K and 1, and the STAR Reading and Math assessments are given to all students in grades 1-8. These assessments are used at the beginning of the year as a universal screening tool to determine tiers for RtI, and to drive instruction. The assessments are given again at the mid-year mark to monitor the progress of each student, and to identify strengths and weaknesses at the student level and classroom level.

STAR data helps teachers design instruction to meet the needs of specific learners, ensuring that they are getting appropriate supports and challenges. STAR results are well correlated to student

results on the NYS assessments. A report is available through STAR that predicts a students' performance level on the NYS assessments in reading and math based upon statistical information about students with similar scale scores (when STAR is being used for progress monitoring and a student has 3 or more data points, a trend line is created). End of the year assessments are used to determine the growth of each student, along with a growth percentile for each teacher (both reports are available in STAR). End of the year data is also analyzed to inform curricular and instructional decision for the following year. The STAR administration dates are set by the Director of Curriculum, who also coordinates the administration of STAR with classroom teachers. Teachers access reports on STAR results through the Renaissance Learning platform. Teachers analyze these results during grade level PLC meetings alongside their instructional coach, and they complete data analysis forms noting strengths and weaknesses and outlining plans for intervention and challenge work. Following each STAR administration, data meetings are held with each classroom team (Lead Teacher, Assistant Teacher, Special Education Teacher, AIS Teacher) and the Instructional Leadership Team (Principal, Director of Curriculum & Instruction, and the Student Services Coordinator). The purpose of the data meeting is to analyze STAR data and other relevant data in order to identify trends, monitor progress toward goals, identify appropriate interventions, and develop plans to adjust instruction. EVCS will use academic and SEL assessments to evaluation the effectiveness of the identified intervention programs that are being implemented. EVCS will use Panorama SEL assessment to track student SEL growth and areas of concern. EVCS will use interim curricular assessment, as well as STAR assessments to identify gaps and develop interventions for students' academic growth.

Mimi moved and Pam seconded that the Esser grant allocations be approved. Approved unanimously.

SAFETY PLAN

There was brief discussion of the most recent school safety plan which had been available for review. Ed moved and Lacole seconded that the 2021-2022 EVCS School Safety Plan be approved. Approved unanimously

NEW BOARD OF TRUSTEES MEMBERS

During recent weeks the Board Nominating Committee has been interviewing candidates for new members to the EVCS Board of Trustees. There was an encouraging number of well qualified applicants.

Matt moved and Lacole seconded that Jacob Piorkowski be confirmed for a three-year-term as Parent Representative from the EVCS Days Park Campus. Approved unanimously.

Pam moved and Lacole seconded that Kenneth Gholston be confirmed for a three-year term as an at-large member of the EVCS Board of Trustees. Approved unanimously.

These appointments bring the current number of members on the EVCS Board of Trustees to a total of eleven.

SIZE OF BOARD /QUORUM

The fact that the size of the EVCS Board of Trustees is stated to be between eleven and thirteen members, the question of whether the number of members that constitutes a quorum is also variable, depending on the current total, or whether it is fixed. Jen has been speaking with some lawyers and some experts from the state. She will do some additional investigation prior to further discussion at the September meeting.

ANNOUNCEMENTS / NEW BUSINESS

Liz Evans announced that, as part of the Charter Renewal process for the Hertel Campus, individuals from SUNY expect to meet with Board members on Wednesday, October 13, at 5:30 P.M.

Matt is looking to review Board Committee assignments at the next meeting.

Lacole moved and Ed seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 6:30 P.M.

Respectfully submitted,

Pamela Pollock

Future Meetings:

Sept. 15, 2021; Oct. 20, 2021; Nov. 17, 2021; Dec. 15, 2021; Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.