

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, May 16, 2018
Meeting Site: Days Park Campus**

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

Trustees Excused: None

Trustees Absent: None

Others Present: Danielle Bruno, Director, EVCS Days Park; Kathy Jamil, Director, EVCS Hertel; Elizabeth Evans, EVCS Operations Manager; Anne Wechsler, EVCS Academic Program Coordinator; Lisa Kirisits, CPA, Kirisits & Associates, EVCS Accountant; Heather Hernandez, EVCS Intern and parent

CALL TO ORDER

Mimi Barnes Coppola, called the meeting to order at 6:05 PM. She presented the agenda for this Annual Meeting. There were no changes to the agenda.

MINUTES

Minutes of the Elmwood Village Charter Schools Board of Trustees meeting held on April 18, 2018, were presented. **Matt Ryan moved and Evelyn seconded that the minutes be accepted as presented. Approved unanimously.**

TREASURER'S REPORT and FINANCIALS

Treasurer, Matt Moscati, discussed a recent meeting of the Financial Committee . Recent changes in budget, payroll, etc. seem to be working out well. He commended Danielle, Kathy and Lisa for their skill and flexibility.

Lisa noted that there is a small amount (approximately \$104,000) in the initial EVCS bank account. There is no fixed end date to this account. Updates will be provided monthly. The "sweep account" is open and operating. The first statement is due at the end of May. Most-recently purchased CDs will be earning 1.75% interest.

Lisa presented a one-page summary of the Elmwood Village Charter Schools Projected Operating Budget for the year ending June 30, 2019. She highlighted that lines for maintenance, health insurance and payroll contain a comfortable cushion. The actual budget is expected by SUNY on June 30, 2018. **Matt Ryan moved and Mimi seconded that the proposed budget be accepted. Approved unanimously.** Lisa noted that Elmwood Village Charter Schools will be receiving an increase of \$300 per pupil over the budgeted amount due to a change in the amount of assistance from the State of New York. Revenue is expected to be \$500,000 ahead of budget. **Matt Ryan moved and Marguerite seconded that the Financial Report be accepted. Approved unanimously.**

BUILDING UPDATES

Liz Evans updated the board on matters pertaining to the buildings and grounds:

- The electrical system has been installed. The lighted sign and driveway lights will be added soon.
- Following the Early Dismissal on May 17, a crane will be used to install the HVAC at the Hertel Campus.
- A tree planting ceremony at each campus has been scheduled for May 29. A pink flowering cherry tree will be planted at each location in memory of beloved mentor teacher, Susie Wlosinski.

SUNY FIRST YEAR VISIT

Anne Wechsler discussed the First Year Visit by SUNY representatives which occurred on May 11, 2018.

Strengths included:

- A strong positive school culture.
- Lessons with a clear purpose
- Effective utilization of teachers and assistants
- Effective classroom management
- Strong support of teaching staff
- Proactive leadership
- Strategic and intentional approach to management

Suggested goals, aligned with goals already identified by the leadership team, were:

- Questioning techniques requiring higher order thinking
- Challenging students to take more ownership of their learning
- Providing more unified teacher feedback from multiple observers

MOTION TO ESTABLISH ACADEMIC EXCELLENCE COMMITTEE OF THE BOARD

Mimi led the Board in further discussion of an Academic Excellence Committee. A number of pros and cons were discussed. It was suggested that further discussion might be well facilitated by Susan Heinrich, who will be leading the upcoming Board Retreat. **Matt Ryan moved and Jen seconded that the matter be tabled pending discussion at the Board Retreat. Approved unanimously.**

DIRECTORS' REPORTS

Danielle Bruno gave the Director's Report for the **Days Park Campus**.

Personnel

No Personnel changes at this time.

NYS Assessments – Math

New York State Math Assessments were conducted on May 2-3, 2018 for students in Grades 3-8. Once again, the majority of EVCS parents supported student participation in the state assessments. A total of 9 students "opted out" of the state assessments, resulting in a participation rate of 95%.

ESSA Updates

The Every Student Succeeds Act is a federal law that includes requirements for charter schools related to accountability, school improvement, educator development, and student supports. ESSA was signed into law in 2015, replacing the No Child Left Behind Act. All states were required to submit an ESSA implementation plan to the US Department of Education by September 2017, and New York State's plan was approved in January 2018. The Commissioner of Education held training for school leaders in May to review the New York State plan.

Current System (NCLB)	Revised System (ESSA)
Primarily based on student achievement in ELA and math	Based on student achievement in core subjects and non-academic indicators (chronic absenteeism)
Includes goals for academic achievement and graduation rate	Includes goals for academic achievement, graduation rate, English language proficiency, chronic absenteeism, and college/career/civic readiness
Identifies Priority Schools based on low overall ELA and Math performance and/or graduation rates	Identifies Comprehensive Support and Improvement schools based on ELA, math, and science performance, progress measures towards goals, English language acquisition, chronic absenteeism, and growth measures
Identifies Focus Schools based on low-performing subgroups; requires a minimum of 10% of Title I schools to be identified	Identifies Targeted Support and Improvement schools based on low-performing subgroups
Recognizes high-performing and rapidly improving schools as Reward Schools	Recognizes high-performing or rapidly improving schools as Recognition Schools

- New York's ESSA system establishes performance levels (1-4) for each accountability indicator
- "End " goals and measures of interim progress will guide accountability – each school will have a state goal and two measures of interim progress for each subgroup
- Charter schools are accountable for ESSA goals as well as goals required by the authorizer

Calendar Notes

May 23-25 – Science Performance Assessment (Grades 4 & 8)

May 24 – Whole School Morning Meeting

May 28 – Memorial Day Holiday

June 4 – NYS Science Written Assessment (Grades 4 & 8)

June 5 – Spring Orchestra/Band Concert (Evening)

June 6 – Spring Orchestra/Band Concert (Daytime)

June 6 – Spring Piano Recitals (Daytime & Evening)

June 8,11 – Talent Show

June 13 – Days Park Barbecue Fundraiser

June 14 – Whole School Morning Meeting

June 15 – End of Third Trimester (Grades Close)

June 15 – Field Day
June 18 – 8th Grade Class Trip to Toronto
June 20 – 8th Grade Graduation (Evening) and Kindergarten Graduation (Daytime)
June 22 – Early Dismissal and Last Day of School

Kathy Jamil gave the Director’s Report for the **Hertel Campus**.

Staffing

No staffing changes. A full list of 2018-2019 hires will be presented at the June board meeting

Events

Professional Development

- May 21-23 - Administrators and teachers from both buildings will be attending a three-day training at Community Roots Charter School in Brooklyn on developing an Anti-Bias Social Curriculum. The training will provide skills on how teachers can incorporate social justice into the social studies curriculum.

Buffalo Police Department Community Day

- The BPD requested use of the property on August 30th from 4pm - 7pm for their Buffalo Police Community Day. They will have vendors from community organizations to offer services to the public and have fun activities for families during the event. They requested the use of the lot beside the soccer field. They will park in the city’s parking lot adjacent to the police station. They will provide a certificate of liability for the event.

Transportation

- A transportation meeting was held on May 15 with attorney Andrew Freedman and a few charter school leaders to discuss transportation challenges. Andrew stressed the need for schools to follow the state law to the fullest in regard to transportation, despite the process that BPS expects of schools. We decided to work on collected data from various charter schools on time spent on the bus, the affect the busing has had on enrollment, attendance/tardiness, scheduling and budgeting. Other steps may include approaching Buffalo with this information and suggesting they add another vendor to meet the needs of charters. For the 2018-2019, it was recommended that we maintain the current schedule while we continue these discussions. A follow-up transportation meeting is scheduled for July 24 at 11 am.

SUNY Visit

- The SUNY team witnessed the hard work and commitment the faculty give every day to students and families during their visit May 11. They interviewed multiple staff and did observations in classrooms. They asked the administrators what our strengths and areas to improve on before their walk-through. We were pleased to hear their feedback was aligned to what we shared with them. Strengths and goals were identified in Anne Wechsler’s report.

We explained the need to focus on building a strong culture was our first goal this year and that we have been working on a plan to develop in these areas. We will solidify these plans to work on these areas once we receive the full report from SUNY late June.

Safety

- Buffalo Police Department participated in a lockdown this month and provided some recommendations to be added to the Emergency Response Plan. We had 95% accuracy for locking down rooms and offices and have added locks to rooms since their visit to ensure 100% accuracy for locking doors. We will be completing two more lockdowns by the end of the school year.
- Heather Hernandez, an intern at EVCS working on her administrative certification is leading the coordination of the Emergency Building Plan review by committee members. The initial draft is complete; she and Dave Philips from Days will get feedback from committee members by early June. A final draft will be provided to the board for approval during the June 21st meeting.

Upcoming School Events:

- May 24 - Community Spring clean-up day
- May 25 - Whole School Morning Meeting
- May 28 - Memorial Day - no school
- May 30 - CA Meeting
- June 11 - Breakfast with the Directors
- **June 12 - Susie Miller Carello, Executive Director of SUNY Charter Schools Institute visit**
- June 18 - K Graduation
- June 19 - K Picnic
- June 20 - Incoming K student screenings

Matt Ryan moved and Mimi seconded that the Directors' reports be accepted. Approved unanimously.

DELAWARE SOCCER CLUB AT EVCS UPDATE

Liz Santacrose reported that the soccer field has been installed and is in use. Additional striping is needed. EVCS will meet with a small group of charter schools to discuss the possibility of organizing a Charter School Soccer League to begin in the fall.

BOARD TERMS; ELECTION OF OFFICERS; NOMINATING COMMITTEE

Board members whose terms expire on 6-30-18 include:

- Marguerite Battaglia
- Evelyn Kerney (filling the remainder of the term vacated by Natalie Stoyanoff)
- Matt Moscati
- Elizabeth Santacrose (Parent Rep days Park)

Marguerite, Evelyn and Matt were nominated and agreed to run for an additional term on the EVCS Board of trustees (2018-2021). **Matt Ryan moved and Jen seconded that the slate of nominees, for terms extending from 2018 to 2021, be accepted. Approved unanimously.** Mimi nominated Liz Santacrose to fill the vacant position as Trustee for the 2018-2021 term. **Pam moved and Matt Ryan seconded that Liz Santacrose be elected to serve as the remaining Trustee for the 2018-2021 term. Approved unanimously**

Board Chair, Mimi Barnes Coppola, stated that she wished to step down as Board Chair and presented the following slate of officers for 2018-2019:

Chair	Liz Santacrose
Vice Chair	Mimi Barnes Coppola
Secretary	Pam Pollock
Treasurer	Matt Moscati

Current Vice Chair, Jennifer Bernacki-Smith, stated that it was her understanding that she, like other Board officers, would be running for an additional term. There was some discussion. **Matt Ryan moved that election of Board Officers be tabled until the June meeting in order to resolve the confusion. Approved unanimously.**

ANNUAL BOARD RETREAT

Liz Evans confirmed that the annual Board Retreat, which had been cancelled due to inclement weather, had been re-scheduled for Saturday, June 9, 2018, from 9:30 AM until 1:30 PM at the Hertel Campus.

COMMUNITY ASSOCIATION UPDATES

Liz Santacrose reported that the Days Park CA was wrapping up the annual flower sale. The group has planned a number of special activities for teacher appreciation week. They will be serving hot dogs to the students at the year-end field day.

Lacole Brumfield noted that the Hertel CA had several upcoming events including:

-May 20 Roller Skating Party at Rainbow rink

-June 15 Field Day

-Teacher Appreciation week luncheon with catering by Joe's Deli

The group will be meeting to discuss and vote on allocation of profits from their fundraising efforts.

BOARD DISCUSSION OF PERSONNEL MATTERS

Mimi moved and Matt Ryan seconded that the Board enter executive session to discuss personnel matters. Approved unanimously. Discussion ensued. **Matt moved and Liz Santacrose seconded that the Board exit executive session. Approved unanimously.**

NEW BUSINESS/ANNOUNCEMENTS

Danielle announced that it had been necessary to change the date of the 8th Grade Graduation to Wednesday, June 20, 2018, creating a conflict for administrators and some Board members in attending the scheduled June 20, BOT meeting. The Board agreed to reschedule the

June BOT meeting to Wed., June 27, at the Hertel Campus. Additional Board Meetings for 2018-2019 were scheduled as follow:

July 25, 2018; Aug. 15, 2018; Sept. 19, 2018; Oct. 17, 2018; Nov. 14, 2018; Dec. 19, 2018; 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.

Marguerite moved and Kathy Franklin-Adams seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 9:05 PM.

Respectfully submitted,
Pamela Pollock