

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, May 17, 2023
Meeting Site: EVCS Hertel**

Trustees Present: Mimi Barnes Coppola; Jennifer Bernacki-Smith; Lacole Brumfield; Kathy Franklin-Adams; Ken Gholston; Joshua Pennel; Jacob Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo-Peryea

Trustees Absent: None

Trustees Excused: Ed Castine

Others Present: Danielle Bruno, EVCS Head of Schools; Anne Wechsler, EVCS Director of Operations; Lisa Kirisits of Kirisits & Associates, EVCS Accountants

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:02 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on Wednesday, April 19, 2023, were presented.

Mimi moved and Lacole seconded that the minutes be approved as presented. Approved unanimously.

TREASURER'S REPORT

Lisa expressed thanks to Josh who made a call to the NY State Assembly in an effort to facilitate movement of the SPED "clawback" money owed to EVCS. Lisa stated that the amount to be paid to Days Park was expected to be \$199,080 and that Hertel was expected to receive \$7,375.

For the ten months ended April 30, 2023, EVCS showed an increase in net assets of \$57,000 vs. a budgeted decrease in net assets of approximately \$(178,300). The result was a favorable variance of approximately \$235,800.

The current ratio is the ratio of the school's current assets (e.g., current assets consisting of cash, receivables and prepaid expenses = approximately \$7,568,000) to current liabilities (e.g., consisting of accounts payable, deferred revenue, accrued expenses, current portion of long-term debt = approximately \$2,146,300) and measures the school's ability to meet current obligations as they become due. The school's current ratio on April 30, 2023 was 3.53 to 1. A current ratio in excess of 2:1 is considered favorable.

Ken moved and Jake seconded that the financial report be approved. Approved unanimously.

The projected operating budget for the academic year ending June 30, 2024 was presented. It was noted that this was the result of 13 iterations of the budget.

Matt moved and Jake seconded that the projected operating budget for the academic year ending June 30, 2024 be approved. Approved unanimously.

DIRECTORS' REPORTS

This report was submitted jointly by Danielle Bruno, Liz Evans and Anne Wechsler

Director of Schools

School Leadership and Culture

-The Hertel Hiring Committee recommends Mr. Brandon Williamson for the role of Assistant Principal at EVCS Hertel. He was unanimously selected by the members of the committee following the rigorous interview process and site

visits.

-Mr. Ciesielski will be on campus beginning June 19th. He has made two site visits since his hire and was a part of the entire AP hiring process.

-A meet-and-greet for Mr. Ciesielski and Mr. Williamson is being planned to

occur before the end of the school year.

-Hertel Campus Literacy Night - June 1st.

-Days Park Campus Literacy Event - May 6

-The Days Park Class of 2023 will host their annual Car Wash fundraiser on Saturday, May 20th.

-Hertel Whole School Morning Meeting is on Thursday, May 18th.

-Days Park Whole School Morning Meeting is on Friday, May 26th.

-Assemblies: Reading is Magic (Grades 1-2) and Andy Parker's Weather Machine (Grades 3-4), The Reptile Guy (Grades 4-5) at both schools -

some assemblies courtesy of a grant and partnership with Arts for Learning WNY - Field Trips: Grades 6-8 Tours of Highmark Stadium, Penn Dixie (Gr. 3),

Lockport Locks/Erie Canal (Gr. 4), Kelkenberg Farms (K), Silo City, Fire Station,

-Buffalo Bisons Kids Day (June 1st)-Field Day (June 16th)-Kindergarten

Graduation (June 20th), 8th Grade Graduation (June 22nd)

HR/Hiring

<u>Position</u>	<u>Name</u>	<u>Campus</u>	<u>Qualifications</u>
Assistant Principal	Brandon Williamson	Hertel	BA - Theater Arts - Minor in Philosophy: SUNY Fredonia; MA - Creativity Studies: SUNY
Substitute Teacher	Juliane Bonilla	Hertel	Associates Degree - Bryant and Stratton College (in progress)
Substitute Teacher	Juhi Roy	Days Park	Medical PhD - International Development-Global Studies: SYNY Buffalo Master's Degree - International Development and Policy Studies: SIT Graduate Institute

Promotions

<u>Name</u>	<u>Previous Position</u>	<u>New Position</u>
Rayshawn Downs	Long Term Substitute Teacher	Instructional Assistant : MA Physical Education: Canisius College

Kathy moved and Pam seconded that the hiring of Brandon Williamson as Assistant principal at EVCS Days Park be approved. Approved Unanimously.

Matt moved and Josh seconded that all additional proposed hires and promotions be approved. Approved unanimously

Director of Curriculum and Instruction

Academics

- NYS Math assessments have been completed and graded.
- NYS 8th Grade Science Test: performance task on May 30, written assessment on June 5.
- Regents Assessments - some eighth grade students at Days Park will have the opportunity to take the Regents exams in Algebra, Regents Living Environment, and the Spanish Regents.
- End of year internal assessments have begun: STAR Reading & Math, Really Great Reading, EOY assessments (K-3), On-Demand Writing, Panorama SEL
- Survey

Director of Operations

Operations/ Facilities

Hertel: Bids received and vendors selected to install sound equipment in the gym over the summer. This will be included in an upcoming grant application, but money was also budgeted in case the funds are not granted.

Bidding out on a synchronized clock/bell system to help with tighter transitions (included in budget).

Days Park: Nothing to report.

Shared:

- Continuing to get quotes for vendors, including snow plowing, roofers, HVAC contractors, etc.
- Moving to Cloud based phone system (included in budget).
- Moving to new security firm.
- Working to get coverage for summer cleaning projects.

District Safety Plan for 2023-2024

The plan has been completed and shared.

Admissions/Student Enrollment

- Continuing to push out offers and fill seats
- Promotional video about Kindergarten Camp - to fill open seats at Hertel in the Kindergarten (moving through the waitlist and planning to advertise for open seats)
- Continuing to promote individual tours
- Assisting families with registration
- Outreach to families that are possible exits
- Retention meetings being held now
- Coordinating Summer Outreach efforts to enrolled families and developing strong BOY communication and events

Technology

EVCS is moving from ZOOM for remote instruction to Google Meet. EVCS will retain about 20 licenses for central office staff, administrative staff and other shared staff that need the functionality and flexibility of ZOOM.

EVCS is looking at switching up the enrollment system and forming a sharing system. This is being done both to better integrate with the student information system, and also to lower costs.

Grants/Finance

Grants: EVCVS did not receive the "Grow with Us" grant from the New York Agriculture in the Classroom (NYAIRC) program.

EVCS is still waiting to hear back about the safety and Security Grant. The notification was delayed because of the large number of applicants.

Finance: The Budget has been completed and presented to the Board for review and approval.

HR Updates

EVCS Employee Handbook is in the process of being updated according to the new State mandates. Compensation study is continuing.

Other Business

Board Retreat - Interested in determining board feedback on annual retreat date and subject matter

SUBCOMMITTEE REPORTS

- Space Planning Committee** The Committee is evaluating the playground and the parking lot - assessed possible repair/replacement needs.
- Finance Committee:** See Financial Report.
- Nominating Committee** The Committee has met several times recently. some potential candidates were interviewed and a list of potential Board members was presented. Further inquiries will be made and a vote will be taken at next month's meeting.
- Academic Excellence Committee** The Committee will meet the second week in July to review and discuss end-of-year test results. A date will be determined using an online poll.
- Development and Advocacy Committee** A full-day Board Retreat is expected to take place in late summer. An online poll will be used to determine subjects and an an agreeable date.
- EVCS Culture Committee** The Committee is scheduled to meet on June 7, 2023.

LEADERSHIP UPDATE

See Director's report.

124 ELMWOOD LAWSUIT UPDATE

A meeting is scheduled for June 7, 2023. Jen will be on call for any further updates.

SUNY INSTITUTE COMMUNICATION/COMPLAINT UPDATE

Josh moved and Jake seconded that the Board enter executive session to discuss legal matters. Approved Unanimously.

Discussion ensued.

Jake moved and Josh seconded that the Board exit executive session.. Approved unanimously.

Jake moved and Josh seconded that the draft response and direction recommended by the EVCS attorney be approved.

The response was the following resolution:

Whereas, on or about February 7, 2023 the board received a complaint from a parent; and

Whereas, at its February 15, 2023 meeting the Board met and reviewed this complaint; and

Whereas, the Board found the complaint to be without merit;

Now therefore be it resolved, that the Board of Trustees hereby directs its school attorney to issue a response to the parent in conformity with its finding.

The Board unanimously approved execution of the draft response as written.

SPED FUNDING UPDATE

See Treasurer's report.

COMMUNITY ASSOCIATION

Jake reported that the Days Park CA celebrated Teacher Appreciation Day by making a breakfast for the teachers. The school's Field Day was celebrated with a variety of outdoor activities. A Dunk Tank and Sno Cone Machine were provided for the event. The group sponsored a "Can Drive" which raised \$300.

Anna noted that the Hertel CA had sponsored an Earth Day Clean-Up project and is moving ahead with a Spring Dance. The Dance will be divided into several

sessions according to age. An order from Panera was provided to honor Teacher Appreciation Day. Field Day, scheduled for June 16, will include Sno Cones and a Bounce House. Recent fundraising efforts will provide \$200 for "Care Closets" and \$5000 for the school art program. The Hertel CA has obtained a waterproof A-frame sign to be used for the school barbecue at the end of summer.

ADMINISTRATION, PERSONNEL AND BOARD MANAGEMENT

Jake moved and Lacole seconded that the Board enter executive session to discuss Administration, Personnel and Board Management. Approved unanimously.

Discussion ensued.

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

ANNOUNCEMENTS AND NEW BUSINESS

There was no additional business and no further announcements.

Mimi moved and Lacole seconded that the meeting be adjourned. Approved unanimously.

The meeting was adjourned at 7:46 PM.

Respectfully submitted,

Pamela Pollock
EVCS Board Secretary

Future meeting dates: June 21, 2023; July 19, 2023
All meetings begin at 6:00 PM