

**Elmwood Village Charter Schools**  
**Board of Trustees Meeting**  
**Wednesday, April 17, 2024**  
**Site: EVCS Days Park**

**Trustees Present:** Jennifer Bernacki-Smith; Lacle Brumfield; Ken Gholston; Nicca Lebeda; George McLean; Jacob Piorkowski; Joshua Pennel; Pamela Pollock; Anna Sotello-Peryea

**Trustees Absent:** None

**Trustees Excused:** Patti Anderson; Mimi Barnes Coppola; Ed Castine; Kathy Franklin-Adams; Matt Ryan

**Others Present:** Danielle Bruno, EVCS Head of Schools; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, of Kirisits & Associates, EVCS Accountants

#### CALL TO ORDER

Jen 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 March 24, 2024, were presented. There were no changes.

***Lacle moved and Jake seconded that the minutes be approved as presented. Approved unanimously.***

#### TREASURER'S REPORT

Lisa presented the Financial Report. For the nine months ended March 31, 2024, EVCS showed a decrease in net assets of (\$324,200) vs. a budgeted decrease in net assets of approximately (\$421,000). The result was a favorable variance of approximately \$96,800. Lisa stated that by June, 2024, she expected that EVCS should be running "at budget".

**Anna moved and Josh seconded that the Financial Report be**

**approved. Approved unanimously.**

## DIRECTORS' REPORTS

The Directors' Report was prepared and submitted jointly by Danielle Bruno, Liz Evans and Anne Wechsler.

### **Director of Schools**

#### **School Leadership and Culture**

##### **Principal Search**

Committee met prior to spring break.

- 2 Board Trustees
  - 1 Parent rep
  - 3 Faculty reps
  - Leadership Team
  - Facilitated by HR Manager
  
  - 17 candidates have been reviewed by committee
  - 5 have moved forward to the interview stage
  - 3 will be phone screened for possible interview if first round candidate
- Interviews do not produce finalists

Interviews:

- Thursday, April 18
- Monday, April 22
- Tuesday, April 23

After interviews, two finalists will be recommended for a site visit.

- Welcome and meeting with leadership team
- 2 small follow-up discussion groups with parents/board and faculty
- Tour and observations
- Debrief session

Target date for hire recommendation: May Board Meeting

#### **March/April Highlights:**

- Compensation plan rollout at faculty meeting
  - EVCS approved to participate in Phase 2 of the compensation study

Funded by the Cullen Foundation

- Battle of the Bands at Days Park featured on WGRZ -2 News segment
- Planning in process for end-of-year celebrations (Kindergarten and 8th Grade Moving Up Ceremonies)

### **HR/Hiring**

<u>Position</u>	<u>Name</u>	<u>Campus</u>	<u>Qualifications</u>
Substitute Teacher	Maggie LeClaire	Days Park	-Bachelor's Degree: University at Buffalo; Geoscience -Master's Degree: University at Buffalo; Geoscience
Custodian	Michael Harrington	Hertel	High School Diploma

***Nicca moved and Jake seconded that recommended hires be approved. Approved unanimously.***

### **Promotions- NO promotions at this time**

### **Director of Curriculum and Instruction**

### **Academics**

- NYS ELA Assessment is complete
  - \*21 students opted out at Days Park
  - \* 4 Students opted out at Hertel
- Teachers and coaches are scoring the assessments this week, but results will not be received until fall.
- NYS Science Assessments in 5 & 8 will be on 4/5/24
- In May, educators from Planned Parenthood will be teaching a 4-day unit in each 5th grade on adolescent development.

### **Coaching**

- Coaches are facilitating Peer observations between colleagues to support Instructional growth and alignment

## **Director of Operations**

### **Operations/Facilities**

**Hertel:** Due to the heavy rainfall there was flooding in the garage and vault. The drains were snaked and jetted which seems to have resolved the problem.

**Days Park:** There was leaking in multiple rooms/areas. A roofing company is doing more extensive repairs on Wednesday, 4/17/24.

**Shared:** RFP for 2024-2025 snowplowing has been sent to multiple vendors. So far proposals are coming back rather high. Proposals are due by 5/15 .

### **Admissions/Student Enrollemt**

The lottery ran successfully and the subsequent admissions push has garnered a promising number of accepted offers. The following enrollment numbers reflect currently enrolled students as well as incoming students who have accepted an offer and/or are in the process of completing their registration. This number is bound to experience some change as more is learned about students transferring out for 2024/25. However, EVCS will continue to push offers to balance any attrition.

Days Park - 442

Hertel - 443

The focus over the next several weeks will be assisting parents with registration, fielding questions, managing offers and following-up on any potential withdrawals. Plans are underway for the May Accepted Families Days (May 4 at Hertel and May 18 at Days Park). These events will afford the schools to the opportunity to finalize registrations and orient new families to EVCS. Flyer: [bit.ly/EVCSAcceptedOH2425](https://bit.ly/EVCSAcceptedOH2425)

### **Technology**

Computer Based Testing that ran last week had no connectivity issues. Items for the 2024-2025 school year are currently being budgeted and will be ordered after 7/1.

### **Grants/Finance**

Nothing new to report.

## **HR Updates**

HR Manager continues to work on hiring for the current school year and is also working on next year.

HR Manager attended recruitment day on 4/15/24.

## **DAYS PARK PRINCIPAL SEARCH**

To date, 17 applications have been received for the open position of Principal at EVCS Days Park. After review, five applicants have been selected to move ahead to actually interview for the position.

## **SUBCOMMITTEE REPORTS**

### **Space Planning Committee**

-See Operations/facilities report

### **Finance Committee**

-See Treasurer's report.

### **Nominating Committee**

-The Nominating Committee is preparing a Slate of officers to be selected for the 2024-2025 academic year

### **Academic Excellence Committee**

See *Academics* - Director's report

### **Development and Advocacy Committee**

No additional report at this time.

### **EVCS Culture Committee**

EVCS Community Associations are making Plans for teacher appreciation events and a Field Day for students.

## **SUNY CHARTER SCHOOLS INSTITUTE**

The SUNY Charter Schools 2024-25 renewal application for Days Park is in progress.

## **SCHOOL WEBSITE**

There have been some complaints regarding difficulties with the EVCS website. Modifications are underway to improve content, ease of access, posting requirements,

Board contact, complaint procedure, etc.

#### PEOPLE, INC. / HERTEL CAMPUS WATERLINE ISSUE

Liz Evans is working with involved individuals to facilitate remediation of the ongoing difficulties.

#### COMMUNITY ASSOCIATION

Jake reported that the Days Park CA is sponsoring an upcoming Teacher Appreciation and a School Field Day for after Spring Break. They are also sponsoring a "Square #1" fund-raising activity. Anna noted that Hertel will be having similar activities. In addition, they are sponsoring a Chiavetta's Chicken Barbecue on May 9, from 3pm to 7pm.

#### ADMINISTRATION, PERSONNEL & BOARD MANAGEMENT

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

Relevant discussion ensued.

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

There was no additional business and no further announcements.

***Nicca moved and Jake seconded that the meeting be adjourned. Approved unanimously.***

The meeting was adjourned at 7:05 PM

Respectfully Submitted,

Pamela Pollock  
EVCS Board Secretary

**Future Meeting Dates:** May 15, 2024; and June 19, 2024. Meetings begin at 6:00 PM.