

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, January 20, 2021
Meeting Site: Zoom Online Meeting**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Kathy Franklin-Adams; Joshua Pernel; Pamela Pollock; Matt Ryan; Liz Santacrose; Jamie Smith; Anna Sotelo Peryea

Trustees Excused: Evelyn Kerney

Trustees Absent: Matt Moscati

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

CALL TO ORDER

Liz Santacrose called the meeting to order at 6:05 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on December 16, 2020, were presented.

Kathy moved and Jen seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Lisa Kirisits presented the Treasurer's Report. For the six months ended December 31, 2020. EVCS showed an increase in net assets of \$77,500 vs. a budgeted decrease in net assets of approximately (\$891,400). The result was a favorable variance of approximately \$968,900.

Budget lines showing significant favorable or unfavorable variances were explained and discussed. Some items worthy of note included:

-Application for forgiveness of the PPP loan for the previous academic year will be completed by the next meeting.

-Some budget deficits are due to less than expected enrollment. These may be offset by federal grants.

-Finances are currently "in good shape" due to prudent budgeting and spending.

-The 990 Form has been completed. **Matt Ryan moved and Lacle seconded that the form be approved as sent electronically. Approved unanimously.**

Matt Ryan moved and Mimi seconded that the financial report be accepted as presented by Lisa. Approved unanimously.

DIRECTOR'S REPORT

The Director's Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler.

School Reopening Update

On Monday, January 11, and Wednesday, January 13, the EVCS Testing Team conducted the first rounds of COVID testing at the Days Park and Hertel locations. At Days Park, 29 students and 26 staff members were tested. At Hertel, 28 students and 13 staff members were tested. The next testing dates are scheduled for January 26th and January 28th. COVID testing of in-person students and staff will continue in order to meet the 20% requirement for NY schools operating in Orange Zones.

Elmwood Village Charter Schools returned to in-person hybrid instruction on Tuesday, January 19, 2021. Students and staff are to be commended for their contributions to a very successful reopening.

Operations/Facilities

Days Park - Construction of the addition is nearly complete. The prospective completion date is the end of January. At that time the refinancing of all the mortgages will be completed.

Hertel - The radiators at Hertel are not throwing enough heat. DWC will come to the building during the February break to clean sediment out of the radiator system at the end of each run to improve heat delivery,

Shared - Buildings are now fully open for hybrid instruction as well as the Learning Hub at Hertel. BPS transportation is busing EVCS students to the schools and BPS food service is providing breakfast and lunch to all students on site.

Admissions/Student Enrollment

EVCS is slightly under-enrolled (4 students) due to students moving out of the area. The Admissions Coordinator will discuss making seat-offers with both Principals during the next week or so. The Enroll Buffalo Charters common application is live (enrollbuffalocharters.org). At this time, EVCS Days Park has 177 applications, and Hertel has 134 applications for admission. Days Park has 33 sibling applications and Hertel has 17. An update on applications by grade level will be provided at the February Board Meeting.

Technology

EVCS is still awaiting the bulk of its Chromebook orders. With the return of hybrid instruction, requests for these have accelerated. A few orders at a time continue to be made to fill the immediate need of non-operational devices.

HR Updates - Personnel

Approval of the following hires was proposed:

Position	Name	Campus	Qualifications
Evening Custodian	Tremaine Reese	Hertel	H.S. Diploma - McKinley H.S., plus 5 years experience in cleaning & machines operation
Substitute Teacher	Abbey Staebell	Days Park	MS Special Education/Childhood Education Canisius College (anticipated Spring 2021) BS Interdisciplinary Arts for Children (Concentration Dance Studies) SUNY Brockport
Substitute Teacher	Grace Mrgich	Days Park	B.S. Education, Early Childhood and Childhood Education, SUNY Fredonia Certification: Early Childhood (Birth-grade2) Childhood (Grades 1-6)
Evening Custodian	Alma Espada	Hertel	H.S. Diploma - Emerson H.S. 3 years experience cleaning
Substitute Teacher	Liam Phelan	Days Park	B.S. English Education, SUNY Buffalo M.S. English Education (Gr.7-12) SUNY Buffalo
Substitute Teacher	Morgan Lord	Days Park	M.S. Curriculum and Instruction, SUNY Buffalo B.S. Childhood Ed. (Gr. 1-6), SUNY Buffalo Certification: Early Childhood Ed. (Gr. 1-6)
Teacher Hub Room Attendant	Cydney Wallace	Days Park	B.S. Criminal Justice, SUNY Buffalo 4 years child care experience
Substitute Teacher	Brandon Mecklenburg	Days Park	B.S. -Computer Science and Vocal Performance, SUNY Fredonia
Health and Safety Room Assistant	Gloria Bernard	Days Park	H.S. Diploma Certifications: Certified Nurse Assistant
Day Porter	Jayona Stancil	Hertel	H.S. Diploma Alumnus of EVCS Days Park

Jamie moved and Josh seconded that all proposed hires be approved. Approved unanimously.

Currently Hiring:

Full-Time Custodian, Principal, Substitute Teachers, Isolation Room Attendants, Speech-language Pathologist

Academics

- Parent Teacher Conferences will be held on January 28th.
- Winter STAR Assessments are currently being administered.
- There has been only one day of in-person hybrid instruction, but things ran smoothly. Teachers are doing a mix of whole group instruction (which includes in-person students and remote students simultaneously) and smaller group instruction in order to make sure the needs of in-person students and remote students are being met.

Other Business

Melina Hong, EVCS Data Manager, delivered a baby boy over the weekend. Congratulations were expressed to Melina and her family.

SUBCOMMITTEE REPORTS

- Space Planning Committee - Days Park construction is nearly finished and looks great.
- Nominating Committee - The committee needs to meet to finalize the official nomination of a new Board member.
- Academic Excellence Committee - The next meeting will be held after the completion of the winter STAR Testing.
- Fundraising Committee - The committee has not met since last reported.

COMMUNITY ASSOCIATION

-Days Park: Jamie reported that she has been working with Sharon DeTamble, a past Days Park C.A. President and current EVCS employee. They hope to refresh the organization. The plan is to try to schedule a meeting and have an election.

-Hertel: Anna reported that the Hertel C.A. had not met since November. An online meeting with an election is scheduled for January 27. The group has been busy with various holiday projects. A cold weather clothing drive is continuing. Donated items are sealed into a Ziplock bag and attached to the back fence with a clothes-pin for anyone to take as needed. The drive began with 100 items, but donations continue so items are being replenished at intervals.

ANNOUNCEMENTS/NEW BUSINESS

There were no further announcements and no new business. **Mimi moved and Jammie seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 6:58 P.M.

Respectfully submitted
Pamela Pollock

Future Meetings:

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

