

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, May 19, 2021
Meeting Site: Zoom Online Meeting**

Trustees Present: Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Kathy Franklin-Adams; Evelyn Kerney; Matt Moscati; Joshua Pennell; Pamela Pollock; Matt Ryan; Liz Santacrose; Anna Sotelo Peryea; Jamie Smith

Trustees Excused: Mimi Barnes Coppola

Trustees Absent: None

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

CALL TO ORDER

Liz Santacrose called the meeting to order at 6:03 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on April 21, 2021, were presented.

Lacoie moved and Jamie seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Angel Beiter presented the proposed budget for EVCS Academic Year 2021-2022. The proposed budget showed an estimated overall increase in line items of 3%. Salaries showed increases by position with an overall increase of 2%.

Ed moved and Matt Ryan seconded that the proposed 2021-2022 budget be approved. Approved unanimously.

Lisa Kirisits presented the Treasurer's Report. For the ten months ended April 30, 2021, EVCS showed an increase in net assets of \$838,100 vs. a budgeted decrease in net assets of approximately (\$295,000). The result was a favorable variance of approximately \$1,133,100.

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

-Special education showed a favorable variance of approximately \$95,400 due to a rate variance between Buffalo and suburban districts and a change in the mix of students.

-Instructional salaries showed a favorable variance of approximately \$245,700 which was attributed to remote instruction. There were no expenses for before or after school programming and none for alternative instruction. Fewer instructional aides and substitutes were needed.

-Enrollment was budgeted for a total of 755 students (both campuses), However, actual enrollment was 749 students producing an unfavorable variance of (\$89,000).

Lisa noted that EVCS is on track to end the fiscal year ahead of budget by approximately \$1.1 million which is more than any previous year.

Matt Ryan moved and Matt Moscati seconded that the Treasurer’s report be accepted. Approved unanimously.

DIRECTORS’ REPORT

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

School Reopening Update

Current Enrollment

<u>Days Park Hybrid</u>	<u>Days Park Remote</u>	<u>Hertel Hybrid</u>	<u>Hertel Remote</u>
312 in Cohorts A&B	87 students	200 in Cohorts A&B	69 students
45 students attending		28 students attending	
4 days a week		4 days a week	
357	87	228	69

EVCS will remain in the hybrid model with six feet of social distancing. After evaluating the amount of work needed to prepare the schools for a full in-person return, it was determined that EVCS has the organizational capacity and was better prepared to make this change for September. Preparations are underway for reduced distancing and a full return, and will continue throughout the summer months.

Operations/Facilities

DaysPark - Plans are being made for new positions and, possible distancing requirements throughout the entire building.

Hertel - Space planning discussions are underway. Decisions are being made about instructional, therapeutic, and office spaces for 2021-2022 and after the renovation of the 2-story building.

Shared - Planning for 2021-2022 school year has begun and end of year routines have been reviewed with staff.

Admissions/Student Enrollment

EVCS is making offers to kindergarteners who applied through the application portal. As spots in upper grades become available, offers for those seats will be made on a rolling basis.

Technology

EVCS will be ordering another 175 chromebooks to replace devices that are past their end-of-life date and will stop receiving OS and security updates from Google. Additional chromebook charging carts to accommodate the additional chromebooks purchased during remote instruction will also be purchased. This will allow each classroom to have its own Chromebook cart for instructional purposes in the classroom, or to allow for student distribution in case of a return to remote instruction.

HR Updates

Personnel

Action Items: The following hire were proposed:

Position	Name	Campus	Qualifications
Substitute Teacher	Brandi Harvey	Hertel	BS Medaille College Psychology
Health & Safety Room Attendant	Lancya Osborne	Days Park	Iroquois Job Corps Education Center - HS Diploma Certified Nursing Assistant
Substitute Teacher	Veronica Love	Days Park	BS Medaille College Elementary Education

Currently Hiring: Isolation Room Attendant, Day Porter, PT Custodians, Assistant Principal

Pam moved and Anna seconded that the proposed hires be approved.

Approved unanimously.

Academics

NYS Assessments

The NYS science assessment for grades 4 and 8 will take place on June 9th.

Schools are not expected to bring students into the building if they are learning remotely, but fully remote students who opt in will come in on the Wednesday of each testing week.

Planning for Next Year

SEL

-SEL measurement tool: A tool is currently being reviewed. Concrete updates will be reviewed next month.

-A new and robust SEL curriculum created by Responsive Classroom is also being considered

-A new Social Worker position has been created to be shared across campuses.

Academics

-A new Learning Specialist position has been created and will be funded by ESSER grant money. This position was created to address gaps in student knowledge and understanding due to the disruptions of the COVID pandemic. There will be one such specialist at each campus.

-An additional instructional coach will be added next year to accommodate growth at the Hertel campus.

Professional Development/Strategic Planning

Lindsay Haldeman has been engaged to lead the EVCS strategic planning process. Board members and school leaders should have received an email with a link to reserve a time to speak with Lindsay as well as to a link to a poll to schedule the summer board retreat.

Other Business

EVCS Hertel and Days Park Kindergarten Graduations will be held Monday, June 21st and Tuesday, June 22nd.

EVCS Days Park 8th Grade Graduation will be held Thursday, June 24.

SUBCOMMITTEE REPORTS

Space Planning Committee	The Space Planning Committee has not met.
Nominating Committee	The Nominating Committee plans to meet next week.
Academic Excellence Committee	The Academic Excellence Committee has not met.
Fundraising Committee	The Fundraising Committee has not met.

COMMUNITY ASSOCIATION

Days Park:

Jamie and Danielle reported that the Days Park CA continues with reorganization efforts. The plan is to hold an election for Officers at the June meeting. Matt mentioned that a neighbor had spoken to him regarding the brightness of the lights under the new building. Liz Evans will check into the matter

Hertel:

-Anna indicated that the Hertel CA had realized a profit of \$3000 from their Chicken Dinner sales. Some of this came from dinners which were donated. They plan to repeat this project in the fall.

-Staff Appreciation week went well. Handmade gifts of masks, necklaces, etc. were presented.

-A "Little Library" for Hertel family use has been put up on the campus.

-Planning for year-end “Field Days” activities is under way. It is hoped to have treats and activities for students who are at home as well as those who are on campus.

-The next Hertel CA meeting is scheduled for Thursday, May 27. This may be the final meeting for this academic year.

BOARD RETREAT - SUMMER 2021

The date and location of the EVCS Summer Board Retreat will be announced following completion of the availability poll.

ANNOUNCEMENTS/NEW BUSINESS

There were no additional announcements and no new business.

Ed moved and Matt Ryan seconded that the meeting be adjourned. Approved unanimously.

The meeting was adjourned at 7:08 PM.

Respectfully submitted

Pamela Pollock

Future Meetings:

June 16, 2021; July 21, 2021

All meetings begin at 6:00 PM