

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met on Tuesday, January 30, 2024. Board Chairman Julio Vázquez called the meeting to order at 5:35 p.m. A quorum was established.

Board Members Present:

Julio Vázquez, Dr. Marcia DeJesús-Rueff, Angélica Pérez-Delgado, Dr. Miriam Vázquez, Ryan Caster, Miguel Meléndez, Eugenio Marlin, Gloria Soldevila, and Rosemary Johnson.

School Staff & Others Present:

Sandra Chevalier-Blackman, Nikki Kersbergen, Wanda Serrano, Leslie Rivera, Morgan Krolak, and Amy Schiavi.

MISSION MOMENT:

Ms. Rivera presented the mission moment on the birthday celebration of Eugenio María de Hostos. It was a collaborative effort between Elementary Assistant Principal Ms. Velez and ELT Coordinator Ms. George.

PUBLIC INPUT:

No public input.

CHAIRMAN REPORT:

Board Retreat

- January 9th was the board retreat.
- The documents that were reviewed were the following:
 - SUNY Benchmarks 2D – Board Self Evaluation Form
 - Board of Trustees Interview Guide
 - All board members will begin inputting answers to the questions on the Interview Guide.
- The next board retreat will be on March 12th.

SUNY Pre-Visit

- SUNY Pre-Visit call will be on Tuesday, April 9th.
- Ms. Serrano will send the calendar invite to the board.

CHIEF EXECUTIVE OFFICER REPORT:

Attendance:

- November's attendance was an average of 86%, and December's was 80%.

Enrollment:

- Enrollment for December 1019 students
- Enrollment for January is 1015 students

EMHCS Admissions Process

- The Academic Committee will discuss the issue of when, during the academic year, the school should not accept new students.

The Data Dashboard that was presented during the meeting included the following:

- K-12: Report Card 1 Data
- 2020 Cohort Accountability

Operations:

Town Hall Meeting

- 400 postcard invitations were mailed.
- Town Hall Meeting will be on Thursday, February 1st at 6:00 pm.

1089 Joseph Avenue

- Renovations will begin in the Spring.

Zimbrich Campus

- Phase I of restroom renovations is completed
- Phase II of restroom renovations began on January 16.
- 2nd door bathrooms were completed during winter break

Joseph Campus

- Main entry doors were completed during winter break
- Deep cleaning at the middle school campus.
- Continue to work on the beautification of the building

Kodak Campus

- Renewal of lease conversation occurred on December 23rd
- Relationship Building

ELT Updates:

Before School:

- Before school at the Zimbrich Campus, 80 students are enrolled, with 96% attendance

After School

- After School at the Zimbrich Campus, 92 students enrolled with 91% attendance
- After School at the Joseph Campus, 11 students enrolled with 90% attendance

PTO

- PTO was on Thursday, January 11, 2024, and the topic was Celebrating Eugenio María de Hostos's Birthday.

CEO Updates:

The following items were discussed during the CEO updates:

- Staff/Student Recruitment & Marketing
 - Airport tent signage by baggage claim areas
 - Lamar Advertising billboards located at various parts of the city
- Community visits were done to thank various vendors that financially donated to EMHCS.
- Middle School Transition – Interim Principal
- EMHCS Seniors visited Ibero daycare and provided gifts for the 3 Kings Celebration.
- Ms. Blackman presented at a Padres Comprometidos Workshop with EMHCS parents.

ACADEMIC COMMITTEE REPORT:

More up-to-date material will be discussed at the next board meeting as there was not much to report. The middle school principal position was filled.

FINANCE MANAGER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee met before the board meeting. The new 403B advisor is Lawley. The latest information was shared with staff at the EMHCS Conference Day on Monday, January 29th.

Financial Reports

Ms. Kersbergen reviewed the financial statements for November and December 2023. Please see the attached report.

ACTION ITEMS:

November's board meeting minutes were presented for approval. Mr. Meléndez moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

November's financials were presented for approval. Mr. Marlin moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved unanimously.

December's financials were presented for approval. Mr. Caster moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved unanimously.

COMMITTEE REPORTS:

Building Committee:

Capital Construction

- Hamilton Stern was selected as the company that will be constructing the new capital construction project,
- There are weekly meetings to ensure the project goes smoothly. Everyone is invited to attend these meetings.
- Ms. Blackman and Mr. Harris have visited four charter schools that underwent construction to see different styles and materials to ensure all bases are covered when EMHCS breaks ground in the Spring.

Personnel Committee:

The Personnel Committee met on January 17th. The topics of discussion were staffing, 403B, and attendance.

Staffing

- There are a couple of teacher vacancies at several of the campuses.
- There are paraprofessional vacancies at the Zimbrich Campus.
- HR Manager Ms. Martinez is doing a great job filling in the positions.

403B

- The new 403B advisor is Lawley.

Attendance

- Staff received an incentive for excellent attendance.

There will be no meeting in February. The next meeting will be on Wednesday, March 20th.

Fundraising Committee

The two items for discussion for the next Fundraising Committee meeting are reviewing a demo for fundraising software and board expectations for financial contributions.

Governance Committee:**Board Vacancies**

Mr. Meléndez moved the motion for the slate of officers to remain the same as the previous year for the current period of 2023-2024 as follows: Julio Vázquez as Chair, Eugenio Marlin as Vice Chair, Ryan Caster as Treasurer, and Angélica Pérez-Delgado as Secretary. Mr. Caster seconded the motion. The motion was approved unanimously.

The board is currently looking for individuals skilled in Human Resources and Law. All board members will begin looking for prospective individuals who will be a great fit.

Reminder:

The board retreat is on March 12th, and all members must input their notes on the board interview Google doc by this date.

Old Business

No old business.

New Business

No new business.

ADJOURNMENT

Mr. Vázquez requested a motion to adjourn the meeting with no other business to discuss. Mr. Marlin moved the motion, and Mr. Meléndez seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will be on Tuesday, February 27, 2024; the meeting location will be at the Administrative Office at 977 Joseph Avenue, conference room, Rochester, NY 14621.

Respectfully submitted,

Angélica Pérez-Delgado
Board Secretary