

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, February 15, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 pm. A quorum was established.

Board Members Virtually Present:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, Dr. Miriam Vázquez, Angélica Pérez-Delgado, and Nelida Torres.

Board Member Absent:

Robert Frasier Jr., Eugenio Marlin, and Miguel Melendez.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Leslie Rivera, Wellinthon Muñoz, John Harris, Mary Muñoz, Damaris Saltares, Maria Petrella, Nikki Kersbergen, Matt Kleehammer, Robert Zimmerli, Ryan Caster, and Wanda Adames.

PUBLIC INPUT

No public input.

MISSION MOMENT:

The mission moment was presented by the middle school. The middle school put together a montage video of students reciting EMHCS's mission statement from memory.

CHAIRMAN REPORT:

CEO Mid-Year Review

- The CEO Mid-Year review was conducted on Thursday, February 3, 2022. The review was completed and the memorandum was submitted to Ms. Chevalier Blackman, CEO.
- A copy of the completed memorandum was shared with the full board.

Board Retreat

- The next board retreat will be on Tuesday, March 15th. All the board members are expected to attend the retreat. Some topics of discussion will be:
 - Final Enrollment for EMHCS
 - What is the school doing that is working?
 - What is the school doing that is not working?

Board Self-Assessment

- The self-assessment will be discussed at the next board retreat (date TBD), to allow enough time to discuss EMHCS's final enrollment and other various topics.

CEO REPORT:

January Attendance:

- The highest attendance was from the middle school with an average of 81%. The school is looking at various incentives to increase attendance at the high school.

Enrollment:

- Enrollment as of February 14th is 968. The school lost 3 suburban students due to transportation issues and the school being too far for parents to transport.

The Data dashboard that was presented during the meeting are the following:

- Grades 9-12: Benchmark Assessment: English, Math, Science, & Social Studies
- Semester I Report Card Grades

College & Career Readiness

- There have been 22 college visits since November 2021.
- 78 students have completed their college applications
- 100% of students have been accepted to a 2-year college and two students to a 4-year college
- One student has been awarded a scholarship

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students
- Six early graduates and 1 dropped student
- Total active enrollment is 44 students

Extended Learning Time Program:

Zimbrich Campus

- Before-School: 68 students enrolled – 73% daily attendance
- After-School: 75 students enrolled - 85% of attendance

Joseph Campus

- Before-school: 40 students enrolled – 72% daily attendance
- After-school: 75 students enrolled – 60% attendance

National SchoolChoice Week

- School Choice is the process that allows parents to choose a K-12 educational option that best fits the need of their child. A video was created promoting our school and shared on various media.

Brockport REOC – Barber Class

- The middle school has partnered with Brockport REOC. A master barber is attending 2x a week and providing students with barber classes.

Gas Leak Campaign

- RG&E provided the ELT program with already prepared lesson plans to promote gas safety for the elementary kids.

Operations:

COVID-19

- 172 staff members are fully vaccinated and 21 are unvaccinated.
- 33% of staff have received their booster
- There have been 192 confirmed positive cases (faculty, staff, and students) since September 13.

Church at Joseph Campus

- The church tenants have vacated the premises. There is no potential tenant yet to occupy the space.
- The window at the church will be repaired on Friday, February 18th.
- The church requires a new boiler. The school is obtaining several quotes. The cost of the boiler replacement might be covered through insurance.

CEO Updates:

- **Recruitment Plan**
 - Target and focus on Kinder recruitment
 - Goal: 88 kindergartens
 - New: Sponsorship RHYBL, Head Start Visits, Ibero Collaboration, and Kinder Visit scheduled in March and April
- **Marketing**
 - La Mega radio commercial (February/March)
 - Next Round of billboards (7 new locations)
- **Community/Advocacy/Partnerships**
 - Blackhawk Security
 - Roman's Painting & Renovations
 - Stand#4 Advocacy for Budget
- **Snow Day**
 - Asynchronous Learning: Friday, February 4th
- **Teacher Recruitment and Retention Focus Group**
 - Members: Principal Zimmerli, Dr. Mañón, Mr. Barinas, Ms. Martinez
 - Goal: To review current plan and discuss new ideas

Grants Updates:

- Donors Choose Update: Submitted: \$39,012.37. Funded: \$28,817.92
- Amazon Business Donation: Adult face masks, hand sanitizer, and Lysol wipes worth \$6,331

In Progress:

- Konar Foundation Letter of Intent sent in February to support Mentoring Program in 2022-2023. Once approved grant proposal will follow.
- Polisseni Foundation Grant Application to support Joseph Ave Capital Construction project was submitted and waiting for May's board meeting for review.

Sports Athletics:

- The boys' varsity basketball team is currently in 1st place in their division.
- High school senior night took place on Tuesday, February 8th.

ACADEMIC COMMITTEE REPORT:

Topics of Discussion

- **Remediation**
 - The school needs to take a hard look at remediation and what is currently working for students.
- **EL Education**
 - **Where each campus is heading:**
 - The high school will be increasing high quality of student's work
 - Middle school will be looking at character and school culture (motivating students)
 - The elementary school will focus on talking about their learning
- **Suspension Rate**

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

Liability Insurance Coverage

The Finance Committee met earlier than scheduled to have the opportunity to review EMHCS's current liability insurance coverage with a representative of Brown & Brown of NY, Inc., Mr. Tarek Eldaher to specifically answer questions about whether the school has enough insurance and if the school is managing risks appropriately and after his presentation, the finance committee was able to walk away with the understanding that based on the coverages that EMHCs is on a higher tier than the average NY Charter school as far as coverage is a concern. As a result of our discussion, each board member will receive a copy of the insurance coverage helping to alleviate the insecurities that became apparent as a result of the board assessment.

Financial Reports

Mr. Ryan Caster, Interim CFO, and Ms. Nikki Kersbergen, Finance Manager reviewed the financial statements as of January 31, 2022, and revenue projections through June 30th. Please see the attached reports.

Mr. Ryan Caster shared with the full board that before the end of the month, he will circulate updated financial statements with all the completed entries. Some entries were not entered due to conducting the finance committee earlier in the month and training Ms. Kersbergen.

Ms. Walker shared the Finance Committee had a recommendation based upon a proposal that they consider based upon the market position at this point. The stock market has not done well since January 31st due to the federal reserves' decision to raise interest rates, because these uncertain markets are affected temporarily.

Mr. Ciccarelli suggested to the board to sell the school's bonds positions and put the money in a money market and wait for a month or so. He suggested due to the rate hike being aggressive the school should protect their assets; conserve and not lose any more principal. The school currently has three bonds.

Mr. Ciccarelli moved the motion to sell all the bond positions the school currently has and put it in the money market and sit tight for a while. Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

ACTION ITEMS

January's board meeting minutes were presented for approval. Mr. Vázquez called for a motion to accept January's minutes. Dr. Vázquez moved the motion, and Mr. Ciccarelli seconded. The motion was approved unanimously.

COMMITTEE REPORTS:

Building Committee

Mr. Vázquez shared that Mr. Meléndez will be stepping down as the chair of the Building Committee but will remain as an attendee, and Mr. Marlin will take over as chair in March.

Topics of discussion:

- Spring Project
 - The roof replacement at the Zimbrich Campus will begin soon; a set date to be determined for the 1st week of March.
 - The final quotes for the construction at 967-979 Joseph Avenue will be finalized.
 - The concrete step at the entrance of the Zimbrich Campus needs to be repaired.
- The school needs to create a process for parents to enter in and out of the parking lots safely at the Zimbrich Campus.
- The boiler at the church needs replacement.
- The Zimbrich Campus is taking priority for repairs. The discussion has taken place to see what projects will be done in the Spring, Summer, and the new school year.
- Beginning stages on what the Joseph Campus will look like to accommodate the high school campus.

Personnel Committee

No current updates at this time. The Personnel Committee will meet tomorrow, Wednesday, February 16th.

Fundraising Committee

The Fundraising Committee met on Monday, February 14th.

- **Table Captains**
 - The school currently has 20 table captains.
- **Sponsorships**
 - The school needs to find approximately another \$7,000-\$10,000 in sponsors. The next step is to call individuals and ask for their participation. Sponsorship opportunities that are currently available:
 - 1 major sponsor for \$5,000
 - 2 appetizer sponsors for \$1,000 each
 - Venue sponsor for \$2,500
- **Auction and Raffle Items**
 - The school has collected various items for the silent auction.
 - The goal is to have 20-25 items to auction off all under \$100.00 value.
 - Raffle items are needed. Raffle items will be of higher monetary value.

The goal of the Fundraising Committee is to have all the sponsorships, silent auction, and raffle items finalized by April; this will allow for more time to focus on the Gala program.

Mr. Ciccarelli will contact Ms. Adames to set up the next Fundraising Committee for April.

Governance Committee

No current updates.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked for a motion to adjourn the meeting. Dr. DeJesús-Rueff moved the motion, and Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet virtually on Tuesday, March 29th via Zoom Link.

Respectfully submitted,

Angélica Pérez-Delgado