

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, March 29, 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, Nelida Torres, Eugenio Marlin, and Miguel Meléndez.

Board Member Absent:

Robert Frasier Jr.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Wellinthon Muñoz, John Harris, Mary Muñoz, Damaris Saltares, Maria Petrella, Nikki Kersbergen, Matt Kleehammer, Tara Ramirez, and Wanda Adames.

PUBLIC INPUT

No public input.

MISSION MOMENT:

The mission moment was presented by the ELT Program. Ms. Ashford shared a slide presentation of the various club opportunities available through the program at the middle school. Several students shared their experiences and how the program has helped them in their lives.

CHAIRMAN REPORT:

Board Retreat

- The Board Retreat was held on March 15 to discuss the school's enrollment plan. By 2024 total enrollment will be 1200 students.
 - 600 students at the Elementary School
 - 200 students at the Middle School
 - 400 students at the High School
- The school will need more space at the Joseph Campus by 2024.
- CEO, Ms. Blackman presented to the board her 2 phase plan to accomplish the expansion. The goal is to bring the high school to the Joseph Campus by 2029.
- More information on the expansion will follow once the Building, Finance, and Fundraising Committee meet.
- Ms. Blackman will present to the board the final detailed plan soon.

CEO Evaluation

- Mr. Vázquez wants to finalize the CEO evaluation no later than the 2nd week of June. All board members will be invited to the meeting.

CEO REPORT:

February Attendance:

- Attendance in February increased from January. The highest attendance percentage came from the 8th and the 12th grades. February's attendance ended with 85%.

Enrollment:

- Enrollment as of Friday, March 25th was at 974.

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

- 2-8: ELA and Math Interim Assessment
- 8: Algebra and Living Environment Interim Assessment
- 9-12: Benchmark Assessment (ELA, Math, Science, Social Studies) Semester 2
- K-12: 2nd Spanish Benchmark

College & Career Readiness

- There have been 31 college visits since November 2021.
- 80 college applications have been completed.
- 100% of students have been accepted to a 2-year college and two students to a 4-year college
- Five students have 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: 56 students enrolled – 85% daily attendance
- After-School: 66 students enrolled - 92% of attendance

Joseph Campus

- Before-school: 24 students enrolled – 65% daily attendance
- After-school: 45 students enrolled – 58% attendance

Internship Opportunity

- Two students at the middle school have been provided internship opportunities at a barber and beauty salon.

21st Century Grant

- The school is waiting on round 8 of the 21st Century grant decision. The school will know by June 30th.
- An Advisory board meeting was held and the evaluator shared the school is on track to reach its target of serving 650 students at 30 hours per year and all the objectives from the grant narratives.

Operations:

COVID-19

- Two positive cases since the last board meeting.
- Another round of home testing kits will be provided to staff and students before the break.
- The school received one last large distribution of PPE. The big distribution site is slimming down at the County Level. The campuses will be set with PPE.
- 86-87% of staff have been vaccinated.
- CDC moved to optional masking guidance as of March 2nd. The school transitioned to optional masking and the transition has been smooth.

967-979 Executive Offices

- Renovations will begin shortly at the administrative offices
- Renovations will be on track for completion from the end of May to early June.

Church @ Joseph Campus

- The window has been replaced.
- The school is waiting on the adjustor for the boiler that went down.
- The column at the church was looked at and it needs to be rehabilitated. The column needs to be waterproofed.
- The church currently has no tenant, there might be a possible tenant by July. The tenant has been informed this will be a temporary move as the school has plans for the church.

The CEO Cabinet will be moving into the new administrative offices. The CEO Cabinet consists of Ms. Blackman, Ms. Adames, Mr. Harris, Ms. Muñoz, and Ms. Rivera, Finance Department (Ms. Kersbergen & Ms. Pedraza), and Human Resource Department (Ms. Martinez).

CEO Updates:

- **Instruction**
 - ELT classroom visits & Debriefing
 - HS Walkthrough with the Academic Committee
 - Planning and preparation for Wellness Day in April
- **Marketing & Recruitment for Students**
 - Referral Postcard
 - Charter Virtual Recruitment Fair
 - 107 applications just for EMHCS

- Getting ready for Kindergarten visit for Ibero preschoolers
- **Community/Advocacy/Partnerships/Sponsorships**
 - LatinX Leader's Legacy Builders- Charter ED Leaders mtg -RHYBL
 - Bonadillo - SYSCO - School Tool for sponsorships
 - Commissioner Shirley Green Mtg
 - Partnerships with Borinquen Dance: Students will be part of a musical
 - Monroe County Board of Elections- Annette Ramos & Jackie Ortiz
- **HR – Recruitment Plan and Retention**
 - Rochester -Works Job Fair participation
 - Harassment at the Workplace workshop for each campus

Grants Updates:

Donors Choose Update

- Posted: \$40,035.27
- Funded: \$31,411.96
- **Amazon Business Donations:**
 - Approximately \$5,000 in PPE, sports gear, and clothing for our McKinney Vento students.
- **Received in February:**
 - Charter School Expansion Grant for \$150,860 over 2 years (for classroom furniture, supplies, and professional development).
- **Submitted in March:**
 - Invitation to Apply for No Kid Hungry Grant Round 2: \$50,000
 - School Lunch Program Kitchen Equipment Grant: \$20,000
- **In Process in March:**
 - ARP Homeless Children and Youth Grant: \$20, 253 due 3/31
 - Completing grant reports that are due on 4/1 and 4/15

Sports Athletics:

- **Ronald McDonald House All-Star Basketball Game**
 - Senior Varsity Basketball Player, **Antoine McFadden**, on his invite to play in the Ronald McDonald House All-Star Basketball Game on March 26th.
- **Fundraising Initiatives**
 - Athletic Director, Ms. Johnson is creating fundraising initiatives to assist with purchasing sports equipment and uniforms.

ACADEMIC COMMITTEE REPORT:

The Academic Committee has 3 focuses for this school year:

1. Rigorous tasks
2. Student academic talk
3. Student engagement in their school work

High School Board Visit

- The board visited the high school looking for the 3 focuses.
- When a rigorous task is given and the students can talk to each other this leads to powerful student engagement.
- Dr. DeJesús-Rueff thanked Mr. Muñoz for a wonderful visit.
- The teachers encouraged deep student learning and the students were deeply engaged.

Spanish Language Arts

- The Spanish Language Arts data that was presented was strong because there was
 - A clear curriculum
 - A clear emphasis on the 3 focuses.
 - There is follow-through from the administrator, the coach is working with the teachers and provides them with clear guidelines and expectations. The teachers thrive with that type of support.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee met before the board meeting and reviewed February's financial statements reports with the Finance Manager, Ms. Kersbergen, and Consultant, Mr. Caster. Ms. Blackman discussed several proposals with the committee for Staff Retention Initiatives that will be seen as part of the presentation on April 5th. The committee also reviewed the quotes for the Zimbrich Campus roof which is an action item. The Finance Committee voted to approve for a board discussion the roofing contract for the Elmer W. Davis Roofing Company contingent upon additional information about its certifications, satisfaction from customers, and its work in the community; it will be presented later as an action item. Ms. Blackman reported the grant updates on the Finance Committee agenda.

Financial Reports

Ms. Nikki Kersbergen, Finance Manager reviewed the financial statements as of February 28, 2022. Please see the attached reports.

ACTION ITEMS

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

Zimbrich Roof

It was presented at the Finance Committee meeting to move to another roofing company due to the existing roofing company Finger Lakes not being able to begin the work until July with a price increase.

Ms. Walker moved the motion to approve the bid of the Elmer W. Davis Roofing Company contingent upon additional information about its certifications, satisfaction of customers, and its

work in the community. Mr. Marlin seconded the motion. The motion was approved unanimously.

COMMITTEE REPORTS:

Personnel Committee

- Process and Procedure for Relationships in the Workplace

Mr. Vázquez called for a motion to approve the Process and Procedure for Relationships in the Workplace. Ms. Walker moved the motion, and Dr. DeJesús-Rueff seconded the motion. The motion was approved unanimously.

The meeting times for the Personnel Committee meetings have changed from noon to 4:00 pm. The next meeting will be on April 13th at 4:00 pm.

Building Committee

- Three bids were presented to the Building Committee to begin work at 967-979 Joseph Avenue. The bids are over \$20,000 so the board must vote to allow to begin construction at the new location.

Mr. Vázquez called for a motion to begin construction at the 967-979 Joseph Avenue location. Dr. DeJesús-Rueff moved the motion, and Mr. Meléndez seconded the motion. The motion was approved unanimously.

Fundraising Committee

- **Focus:**
 - To get more auction items
 - Obtain large auction items for the raffle(s)
 - The school is looking to fill all sponsorship opportunities to pay for the entire event.
 - The Fundraising Committee is looking for another \$5,000 sponsor opportunity

Mr. Ciccarelli, along with Ms. Blackman and Ms. Adames will be visiting Casa Larga in May to discuss removing some extra costs the venue is charging for the event.

The next Fundraising Committee will be in May. The goal is by June to have all the sponsorships opportunities filled, have the venue cost finalized and the items for the silent auction and the raffle items completed.

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. Mr. Ciccarelli and Mr. Marlin seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet virtually on Tuesday, April 26th via Zoom Link.

Respectfully submitted,

Angélica Pérez-Delgado