



Believe, Achieve, Succeed

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, July 27, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, , Dr. Miriam Vázquez, Eugenio Marlin, Miguel Meléndez, and Robert Frasier.

Board Members Present Virtually:

Angélica Pérez-Delgado and DeAnna Harris.

Board Member Absent:

Ray Ciccarelli

School Staff Present:

Sandra Chevalier-Blackman, Dr. Florencio Del Valle, Dr. Sabrina Nudo, Matt Kleehammer, John Harris, Kimberly Johnson, and Wanda Adames.

MISSION MOMENT:

No mission moment.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT

- Open Meeting Law: Mr. Vázquez shared information that was presented to the school by SUNY about applying the Open Meeting Law for committee meetings. The Open Meeting Law only applies if committees make decisions on behalf of the board. If this is so, then the committees will need to meet in person. EMHCS committees do not make decisions on behalf of the board.

Mr. Vázquez called for a motion for committee meetings to be conducted virtually. Dr. DeJesús-Rueff moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

Ms. Walker suggested that the Finance Committee meeting continues in person since it occurs right before the board meeting. The Finance Committee will remain in person while all other committee meetings will meet virtually.

- **Board Retreat:** The board retreat will be on Tuesday, August 24th, from 5:30 – 7:30 pm. During the board retreat, the CEO goals and processes and the smart committee goals are due and will be discussed. Mr. Vázquez informed the committee chairs to come prepared to discuss their 2021-2022 smart goals. The board retreat time will be extended past 7:30 pm to accommodate both discussions. The next board retreat will take place in September or October. Dr. Vázquez will provide the committee chair with their 2020-2021 smart goals for them to reference.

CEO REPORT

- **Benchmark 2C Organizational Capacity:**
Enrollment: The school ended the school year with an enrollment of 941 students.

K-8 Summer Learning Attendance & Enrollment : The school was expecting 373 students to attend the summer learning program. One hundred seventy-one students are currently enrolled in the summer learning program. The total percentage of attendance is averaging 60% per day.

9-12 Summer Learning Attendance & Enrollment: Forty students are enrolled in the high school summer school program. The total percentage of attendance is 79% per day.

Report Cards: Dr. Nudo shared report cards results for grades K-12. Concerns were expressed regarding the downward trajectory for the middle school and overall learning gaps caused by the pandemic. The staff will share the academic plan addressing these issues at the next board meeting.

Students were assessed at the beginning of the summer learning program and are currently being assessed this week. Dr. Nudo will share the results of the assessments at next month's board meeting.

- **Extended Learning Updates**
Before-School & After-School Programming: There are currently 17 students enrolled in the before school program with 94% attendance daily. There are currently 44 students enrolled in the after-school program, with 96% attendance daily. There are five components of the ELT programs that all students receive in the summer fun program.

The five components are arts, health and wellness, character education, physical activities, and academic skill-building. Students are submerged in different enrichment activities every day.

Mr. Alexander, ELT Coordinator, is working with community partners to obtain an arts and music program for the Fall. The arts program through Nydia Padilla and the music with the Eastman School of Music. The drumming program will return to EMHCS in the

Fall. There were recommendations for Mr. Alexander to look into "The Avenue Blackbox Theatre" located on Joseph Avenue for drama opportunities for the school.

- **Operation Updates**

Reopening Plan Fall 2021: The first ReOpening Committee was a success. The committee consists of 12 staff and one parent. The next meeting will be on Thursday, July 29th. Parents will be surveyed to see if they wish to have their child attend school in person. The survey will go out on Monday, August 2nd. The 2021-2022 reopening will be similar to last year. The reopening plans will be completed by August.

Joseph Campus Renovation: Middle school renovations are underway and will be completed on time except for some lighting that is on backorder.

Vaccinations: 59% of staff are currently vaccinated as of June 22nd. Ms. Rivera is working with the Charter School Institute and other community partners in hosting pop-up clinics for the end of August.

Mr. Meléndez suggested hosting a clinic that will target high school students due to the increasing delta variant amongst the young Hispanic community. The plan is to send permission slips home to parents to allow for the student to get vaccinated.

CEO Updates

EMHCS will be visiting La Marketa on Thursday – July 29th, August 8th, August 12th, and August 22nd from 5:00 – 7:00 pm for recruitment purposes.

Fundraising Committee

- Sent 11 invites to participate in the gala planning
- Ms. Blackman will visit Casa Larga on Thursday, July 29th, for possible venue space.
- 35 capital campaign letters were mailed, and 48 were emailed

The Gala Planning Committee will meet on Wednesday, August 11th. Ms. Blackman met with Mr. Otero and Mr. Benitez from RIT for collaborative initiatives for the high school.

Lead Peak Performance will be providing services to Ms. Blackman for CEO mentorship and assisting with revamping the leadership surveys.

Ms. Blackman was invited by Dr. Ramos, to participate in the District Superintendents training focused on curriculum and education law updates.

Three Day Summer Leadership Retreat: Topics of discussion were safety and operations, accountability, and team building. The next retreat will be on August 5th to discuss the final evaluation, pre, and post-conference templates, and discuss the walk-through tool.

The elementary school has one opening, the middle school is 100% staffed, and the high school has eight openings. Interviews continue, and offers are being made.

Grant Updates

Approved/Received:

- Kajeet Digital Inclusion Grant: 20 free SmartSpots and free data for one year
- T-Mobile 10 million: An offer for cheaper hotspot data for one year
- \$36 185.28 worth of free PPE and cleaning supplies from Amazon Business
- Donors choose update: Submitted: \$23,822.67. Funded: \$14,371.78
- Two \$1,000 donations for the Fitness Center
- \$200 donation through FaceBook from Network for Good

Submitted:

NYSED ARP Act proposal for \$3,250,246

NYSED CRRSA proposal for \$1,446,172

In Progress:

Title I, II, III, and IV, NYSED Grant Applications, are due on August 31st

21st Century Grant Application for Round 8 for the ELT and FSA program will be announced soon

ACADEMIC COMMITTEE

The Academic Committee met on Tuesday, July 20th. The implementation review summaries and the work plan draft were discussed. During the next academic committee meeting, the Bilingual Framework and the schedule will be discussed.

Dr. DeJesús-Rueff presented the Data Dashboard Calendar and the Assessment Calendar for approval. Mr. Vázquez called for a motion to approve the data dashboard and the assessment calendar for the 2021-2022 school year. Mr. Marlin moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

It was shared that EL Education is going through some transitions; at this time, EMHCS currently doesn't have a school designer. The school designer must meet the needs of the school and must be in place before September.

The high school summer graduation ceremony is scheduled for Friday, August 13th.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The finance committee met before the board meeting and reviewed the financial reports with Dr. Del Valle. Other topics of discussion during the Finance Committee were the refinancing of the Zimbrich Campus loan closing through M&T Bank and the Joseph Campus payoff. Dates will be set for the pre-audit meeting that will take place in August. Dr. Del Valle reviewed the financial statements at the end of the school fiscal year, June 30th, 2021. Please see the attached statements.

ACTION ITEMS

June's board meeting minutes were presented for approval. Ms. Walker had two corrections. The first correction is under the CFO report 2nd paragraph, the last sentence should read "after discussion the Finance Committee held to recognize to pay off the Joseph property loan to the

board forward." The 2nd correction under the ARP loan should read \$3,247,897 (should read millions and not thousands).

Mr. Vázquez called for a motion to accept June's minutes. Dr. DeJesús-Rueff moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

COMMITTEES

Personnel Committee

- **Parental Family Leave Policy (PFL):** The NYS Paid Family Leave in the education setting disrupts the education process. It is difficult for the school to find substitute teachers when staff use their PFL days on sporadic and not consecutive days. The school's other option is to offer another benefit that will be more attractive for eligible staff to take their 12 weeks consecutively. This new benefit will enable the school to find long-term substitutes without disrupting instructional time. Instructional staff (staff that has direct contact with students) will be eligible for this new benefit. The new benefit will allow qualified staff to take 12 consecutive weeks while obtaining their full pay but must attain eligibility for the NY Paid Family Leave first. The school will then get credited 67% of the employee's daily wage. The cost to the school will be approximately \$10,000 per employee that uses this benefit.

Ms. Walker suggested that the policy have clear language regarding eligibility to ensure that staff knows that they have one option: the NY Paid Family Leave or the school's Parental Leave Policy.

Mr. Vázquez called for a motion to accept the EMHCS Parental Leave Policy with the revised language on eligibility as recommended. Mr. Marlin moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

- **Organizational Structure:** Ms. Blackman, presented a change to the organizational structure where an elementary assistant principal (AP) position will be eliminated and the budget savings used to create a new position. The new position, Director of School Leadership and Accountability, will directly supervise principals and oversee the accountability piece of the job. Currently, Dr. Nudo is holding this position as well as concentrating on academics and assessments. Dr. Vazquez expressed concerns regarding the elimination of the AP position. The AP positions along with the social worker positions were created to assure that students' social emotional needs are being met. If APs are stretched too thin they are constantly reacting to situations versus being focus on prevention and addressing student's needs.

Mr. Vázquez called for a motion to accept the new organizational chart. Dr. DeJesús-Rueff moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

- **Streamlining of Templates:** Templates and rubrics have been revised for school leaders, teaching staff, and non-instructional staff. Everyone at the school currently has a job posting, job description, evaluation template, and rubric.

Ms. Walker expressed gratitude to Ms. Blackman and the staff for a job well done in creating the evaluation templates and rubrics for the entire school.

The next Personnel Committee meeting will be on Wednesday, August 18th. The committee will be reviewing any changes for the employee handbook.

Building Committee

The building committee met on Tuesday, July 20th. The church tenants have begun to pay rent. They haven't paid rent in over a year.

- Joseph Campus: The construction at the Joseph Campus is wrapping up constructions – light fixtures are on backorder.
- Smart Goals: The committee is working on the smart goals for the new school year and will be presented during the Board Retreat.
- Roof Repair at Zimbrich Campus: Mr. Meléndez informed the entire board that the Zimbrich Campus roof requires immediate repair. He is recommending that the whole roof be done instead of fixing it by sections. The school has continuously patched the roof and is now in need of a complete repair. The school has received quotes from 2 vendors and is waiting on a third. Mr. Meléndez shared the cost of the roof will be significant.
- Conditions Report: The conditions report will be performed at the Zimbrich Campus next week.

Fundraising Committee:

Campaign letters have been mailed. During the Fundraising Committee meeting, it was suggested that the school host a Gala for October of 2022. Ms. Blackman will be visiting a possible venue (Casa Larga) on Thursday, July 29th. There is a scheduled Gala planning meeting for August.

Nominating Committee:

No updates.

Old Business

No old business.

New Business

No new business.

ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked to adjourn the meeting. Ms. Walker moved the motion, and Mr. Meléndez seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will take place on Tuesday, August 31st, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

Angélica Pérez-Delgado
Board Secretary