



Believe, Achieve, Succeed

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met in person on Tuesday, October 26, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:30 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Miriam Vázquez, and Eugenio Marlin.

Board Members Present Virtually:

Angélica Pérez-Delgado, Ray Ciccarelli, Dr. Marcia DeJesús-Rueff, and Miguel Meléndez.

Board Member Absent:

DeAnna Harris and Robert Frasier Jr.

School Staff Present:

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

Non Staff Present:

Sam Pitts and Craig M. Stevens.

Mr. Vázquez asked the board for a consensus to change the agenda to allow for Dr. DeJesús-Rueff, Ms. Walker, and the Financial Auditors to present before their early departure. All agreed.

PUBLIC INPUT

No public input.

Academic Committee

The Academic Committee had a successful walkthrough at the Zimbrich Campus on October 13th. Various classrooms were visited and there were lots of indications that the campus is moving in the right direction.

- Student engagement was present.
- The rigor of the task was present, but more needs to happen.
- Students talking with each other as opposed to a teacher-dominated classroom is beginning.

Dr. DeJesús-Rueff commends everyone at the Zimbrich Campus for working hard to a good start of the year.

The academic committee meeting data presentation was streamlined to allow for easier following and better understanding. The baseline assessments data was shared K-12 – the data will provide the school a starting point where students are at the beginning of the year. Monthly student data will be provided to the Academic Committee. Dr. DeJesús-Rueff shared there is positive work being done to assess students. Professional development and observation planning will be provided to teachers in need.

The next walkthrough will be at the Joseph Campus on Friday, November 19th from 9:00 am – 11:00 am.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The finance committee met before the board meeting and discussed agenda items.

- **Financial Audit**
 - The auditors will discuss the financial audit findings.
- **Chromebook Insurance Quotes:**
 - 3 Chromebook Insurance quotes were presented. Mr. Kleehammer presented The Worth Ave Group quote at \$19,000 as the recommendation; he recommended this quote because they cover vandalism at no extra charge. The committee agreed to present this recommendation to the full board for approval.

Mr. Vázquez called a motion to accept Work Ave. Group Chromebook insurance quote. Dr. Vázquez moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

Parking Lot Bid at 967-979 Joseph Avenue

The Finance Committee considered a request by CEO, Ms. Blackman to approve an emergency expenditure bid of \$29,000 by MS Elite Standards Inc. to improve the parking lot situation at the new property located at 967-979 Joseph Avenue.

The parking lot is considered a safety issue and the school received a city violation. The \$29,000 quote will include:

- Add crushed stone to make the lot level with the existing surface and roll to compact
- Add topsoil next to rolled crushed stoned area
- Stripe parking lot

The Finance Committee after discussion voted to approve the recommended expenditure for the parking lot at the new property lot with MS Elite Standards Inc. and is recommending it to the board for approval. Mr. Vázquez called a motion to approve. Dr. Vázquez moved the motion, and Mr. Marlin second the motion. The motion was approved unanimously.

Financial Audit

The financial audit was presented by Mr. Craig Stevens and Mr. Sam Pitts from Bonadio & Grp., LLP. The Audit Committee met on October 18th. The financial audit was conducted for the year

ended June 30, 2021. The auditors did not identify any material weaknesses in internal control in connection to the audit. The audit went smoothly.

Mr. Vázquez called a motion to accept the Financial Audit as of June 30, 2021. Mr. Marlin moved the motion, and Mr. Ciccarelli seconded. The motion was approved unanimously.

Financial Statements

The Finance Committee reviewed the financial statements as of September 30, 2021, with consultant Ryan Caster from FreedMaxick.

Mr. Vázquez called a motion to accept the financial statements as of September 30, 2021. Ms. Walker moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

Building Committee

Kodak Campus

- The Kodak Campus – EMHCS signage was approved to be placed on the main entrance. The school will get a vendor to obtain a permit to install the sign.

Joseph Campus

- The outdoor painting of the squares is completed to match the school colors.
- Light fixtures at the campus are going to be replaced.

Elementary School

- Bathroom latches will be ordered
- Fixing a water fountain
- Approved wiring for the tv in the front lobby
- Zimbrich Campus Roof
 - The school is getting a quote on the roof fans so they can get installed when the roof is getting repaired.

Items on the condition report are getting addressed. Some repairs will be discussed at the next Building Committee meeting to discuss what will be done during Phase I and Phase II.

967-969 Joseph Avenue

- MS Elite Standards, Inc will pave the parking space at the new location; this is a huge cost saving for the school. The other quotes received are coming in at over \$75,000+.

Church at the Joseph Campus

- There are challenges with the church located at the Joseph Campus. The tenants were asked to vacate the premises by the end of October; they are requesting an extension and the school is standing firm for them to vacate.
- Mr. Meléndez shared the reason for the eviction is because the church was not paying rent and they were subleasing the church to another church and making money.

MISSION MOMENT:

The mission moment was presented by Ms. Rivera, Director of Bilingual Education & Community Relations. Staff and students performed at the International Plaza for Hispanic Heritage Celebration Month, on October 18th.

CHAIRMAN REPORT

Board Retreat:

- The next board retreat will be on Wednesday, November 10th from 5:30 pm – 7:00 pm.
 - Items of discussion:
 - Board Self-Assessment
 - Other Items

CEO REPORT

September Attendance:

- Even though the school is facing transportation issues the school has an attendance percentage of 87%. The kindergarten and 12th grades are averaging 92% attendance.

Enrollment:

- Enrollment increased from last month from 950 students to 957 students. Limited space for enrollment is available at middle and high schools. The school is currently doing target recruitment for the grades that are needed to reach the target goal of 982 students.
 - 607 students at the Zimbrich Campus
 - 150 students at the Joseph Campus
 - 200 students at the Kodak Campus
- The current demand is at the elementary school. The campus is unable to accommodate any more students. Ms. Blackman shared that the splitting of classrooms at the middle school is causing a problem in accommodating 28 students. Increasing students at the middle school is a challenge and the decision of splitting classrooms in half was not planned accordingly and now the school is seeing the repercussion of that decision. The most the middle school can gain is 5-6 more students.
- The high school can gain 20 students.

Mr. Ciccarelli shared that the goal the school needs to meet is 982 students. The school is short by 25 students which amount to approximately \$300,000. Ms. Blackman is looking at various ways to meet the goal of 982 students.

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students.
 - Early Graduates that account for this year are 6 students.
 - One student has dropped.
 - Total active enrollment is 44 students.

DATA DASHBOARD:

The following assessments were presented.

- K-8 Fastbridge #1 ELA & Math
- 9-12 Semester 1 Baseline Assessment: ELA, Math, Social Studies, Science
- K-12 Spanish Baseline Interim Assessment

The school has moved away from iReady to FastBridge as a diagnostic tool. FastBridge assists with intervention for grades K-8, the tools inform the teachers what areas the student needs to

work on and also provide lessons to them to work specifically with students. The teachers are progress monitoring the students every two weeks.

Current Projection for September:

- The school currently has an enrollment of 956 students.
- There are currently 14 new student applications in progress.

Operations:

RFPs

- The RFPs for the renovation of the new property at 967-979 Joseph Avenue have gone out. The school has received one RFP. The RFPs are listed on the EMHCS website and social media.

COVID-19

- 87% of staff are vaccinated.
- 13% of staff are unvaccinated and they are getting weekly tested either onsite or offsite and must submit proof of a negative test to be present for work on Monday.
- Since the beginning of the school year, there have been 15 positive COVID cases. There has been no transmission traced back to the school.

Extended Learning Time Program:

Joseph Campus

- Before-school 21 students are enrolled with 85% of attendance
- After-school 23 students are enrolled with 86% of attendance

Zimbrich Campus

- Before-School 76 students are enrolled with 93% of attendance
- After-School 76 students are enrolled with 98% of attendance

Advisory Board

- The first Advisory Board was last Thursday, October 21, 2021. The meeting was successful.

Buddy Reader Program

- The Buddy Reader Program started last week
- 5 students from St. John Fisher attend the before and after school program on Thursday

21st Century Grant Proposal

- The school is working with Brockport Research Institute (BRI) for round 8 of the 21st Century Grant to create a proposal. The proposal will be reviewed internally before submission on Tuesday, November 23, 2021.

CEO Updates:

- Ms. Blackman met with:
 - Mauricio Rivera from The Pike Company
 - Susan Wylie from LaBella - establishing an academic program at the middle and high school. Providing mentors to come to the campuses and show what opportunities are there for engineering.

- MCC – meeting at the high school – opening a new task force center – invited us to be engaged in the conversation to add courses to the high school – will visit the high school and have conversations with the student
- E3 Rochester – met with Ms. Ann Michael Henry and Mr. Bryan Hickman. They are visiting the various charter school asking what are their challenges.
 - Transportation is an issue and how can the Charter School Association provide transportation for the charter school to avoid the RCSD.
 - Professional Development and mentorship programs for the teachers.

Sports Athletics:

- Flag Football for MS (12 students) and HS (16 students)
- Student-Athlete of the month: Emmi a 10th grader
- Varsity Girls Volleyball: Made the sectional for the second time
- The Varsity Boys Basketball team moved up from D1 to C3
- Soccer Program for MS (14 students)
- Fall Sports Participation:
 - MS 2021 28 students. Last year we had 2 students.
 - HS 2021 45 students. Last year we had 22 students.

Grants Updates:

Approved/Received:

- Donors Choose Update: Submitted: \$28,495.48. Funded: \$20,619.57
- eRate Emergency Connectivity Fund Grant Approved: \$402,980.50 - 1,000 Chromebooks ordered through CDW-G

In Process:

- Round 8 of the 21st Century Community Learning Centers Grant (worth up to \$1,200,000 each year for 5 years = \$6,000,000 total)
- Charter School Expansion Grant (worth up to \$1,250,000 spread over 2 years)
 - We were originally not eligible for this grant, but they reissued it and we are
 - We cannot use this for construction costs

ACTION ITEMS

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

COMMITTEE REPORTS:

Personnel Committee

There was no Personnel Committee meeting in October due to the NY Charter School Conference. The next meeting is Wednesday, November 17th.

Governance Committee

The Governance Committee met on Tuesday, October 5th. The board members had to submit candidate(s) for the executive part of the board, such as a chair, vice-chair, etc. Mr. Marlin did not receive any candidates.

- **Resolution #1**
The Nominating Committee recommends that the Board of Trustees of the Eugenio María de Hostos Charter School appoint Julio Vázquez, Angélica Pérez-Delgado, and Dr. Marcia DeJesús-Rueff to a three-year term each, from the period of 2021 to 2024. Dr. Vázquez seconded the motion. The motion was approved unanimously.
- **Resolution #2**
The Nominating Committee recommends that the Board of Trustees of the Eugenio María de Hostos Charter School appoint Mr. Robert Frasier Jr. and Ms. Nelida Torres - parents' representatives- to a one-year term each, from the period of 2021 to 2022 as parents' representatives. Dr. Vázquez seconded the motion. The motion was approved unanimously.
- **Resolution #3**
The Nominating Committee recommends to the Board of Trustees of the Eugenio María de Hostos Charter School for consideration, the slate of officers for the period of 2021 to 2022, as follows: Julio Vázquez - Chair, Eugenio Marlin - Vice-Chair, Connie Walker - Treasurer, Angélica Pérez-Delgado - Secretary. Dr. Vázquez seconded the motion. The motion was approved unanimously.

Board Self-Assessment

Mr. Marlin shared the board self-assessment is ready for distribution with a minor change of language to change areas that speak of the Executive Director changed to Chief Executive Officer (CEO). Ms. Adames will make the changes and issue the self-assessment to the full board to fill out and submit. The results will be ready for the board retreat.

Fundraising Committee

The fundraising committee met and discussed the 2022 EMHCS Gala. The next meeting will be scheduled for sometime in November. Participants from the Gala Committee and the Fundraising Committee will focus on table sales, silent auctions, and venue. The committees will begin working in the 1st quarter of 2022. The goal of the Gala is to net \$40,000 profit.

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 to adjourn the meeting. Mr. Marlin 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, November 30th, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

Angélica Pérez-Delgado