

## **BOARD OF TRUSTEES MEETING**

The Eugenio Maria de Hostos Charter School Board of Trustees met on Tuesday, October 25, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:38 pm. A quorum was established.

### **Board Members Present:**

Julio Vázquez, Ray Ciccarelli, Eugenio Marlin, Dr. Marcia DeJesús-Rueff, Angélica Perez-Delgado, Miguel Meléndez, Nelida Torres (unable to vote).

### **Board Member Absent:**

Connie O. Walker, Robert Frasier Jr., and Dr. Miriam Vázquez.

### **School Staff Present:**

Sandra Chevalier-Blackman, Nikki Kersbergen, Wanda Adames, Matt Kleehammer, John Harris, Laura Muñoz-Thompson, and Christine Richter.

### **MISSION MOMENT:**

The Bilingual Committee presented the Mission Moment on Hispanic Heritage Month. A video was presented with all the various activities that took place.

### **PUBLIC INPUT**

No public input.

### **CHAIRMAN REPORT:**

#### **CEO Evaluation**

The CEO evaluation has been completed.

### **CEO REPORT:**

#### **Enrollment:**

- September's enrollment was 973 students
- October's enrollment is currently at 996 students
- There are currently 288 students on the waiting list, and 11 of them are in progress (waiting on the start date)

#### **Attendance:**

- September's attendance was an average of 89%.

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

- K-12: Spanish Benchmark Assessment 1
- 3-8: Fasbridge 1<sup>st</sup> Diagnostic
- 9-12: Benchmark Assessment 1 (SM1)

- 2019 Graduation Cohort

## **Student Programs/Community Initiatives/College & Career Readiness Update:**

### **ELT Program**

- Before School Zimbrich
  - 75 students enrolled, 89% attendance
  - Clubs: Sports/Candle Making/STEAM/Dance Fusion
- Zimbrich & Joseph After-School: Began October 17<sup>th</sup>
  - Zimbrich 4:00 pm – 5:30 pm
  - Joseph 2:30 pm – 4:00 pm
  - Enrollment: Zimbrich 47; Joseph 26

### **St. John's Fisher Visit**

- High school students attended an open house on October 15<sup>th</sup>.

### **Wegmans Work Scholarship Partnership**

- Wegmans visited the Kodak Campus on October 17<sup>th</sup>
- Students have the opportunity to work at Wegmans after meeting specific requirements.
- They will be targeting the 9<sup>th</sup> graders.

### **PTO**

- Parent representatives were re-elected – Ms. Nelida Torres & Mr. Robert Frasier Jr.
- Theme: Program Services, Literacy and Numeracy Support
- PTO Loyalty Card; parents receive a loyalty card to get stamped every time they attend a PTO for a chance to win a \$100 Wegmans gift card.

### **Operations:**

#### **Facilities**

- **Zimbrich**
  - The front entry and railings have been secured and are operable
  - The manhole in parking lot A is in and secured
  - Mr. Harris is currently gathering quotes for bathroom upgrades
  - The boilers at each campus are up and running
- **Joseph**
  - The campus has been beautified, and the potholes have been covered
- **RFP**
  - The snow plowing RFP is open until October 28<sup>th</sup>
- **Church**
  - The boiler will be in on December 15<sup>th</sup>; it will take approximately 2-3 weeks for installation to be completed.
  - In the meantime, while the temperatures are getting colder, Mr. Harris is looking into alternative ways to heat the space to avoid pipes bursting.
- **Maintenance Vehicle**

- The school is trying to obtain a maintenance vehicle with a plow; more information will be discussed during the Building Committee updates.

### **Joseph Expansion**

- The initial conversation with SWBR (this is the firm to master plan and design) follow-up meeting next week involving school leaders: (Principals)

### **Safety and Security**

- The visitor management system is operable at the elementary (training will begin)
- The middle school equipment to be delivered
- The survey for armed guards will close on October 28<sup>th</sup>; the results will be presented at November's board meeting.

### **CEO Updates:**

#### **The following items were discussed during the CEO Updates:**

- Gala Celebration
- Wegman's Student Network Scholarship
- Grants 4 Schools Network – 2-Day Seminar in Albany
- Board of Elections Commissioner – Kodak Visit
- New York Charter Schools Conference in Buffalo

### **ACADEMIC COMMITTEE REPORT**

The school presented the initial data that will place measures to move students forward. The staff is all working hard and has a solid plan to meet targets.

Dr. DeJesús-Rueff moved the motion to include the student's native language on the new student application so the student can be placed accordingly. Mr. Marlin seconded the motion. The motion was approved unanimously.

### **CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:**

#### **403B Paperwork**

- Mr. Ciccarelli will resign as the agent on record for the staff's 403B plan and make Nationwide the new agent on record. The change is due to staff not being able to complete the complicated application from Ciccarelli Financial Advisory. Mr. Ciccarelli will provide that information to Ms. Kersbergen next week to begin the process as soon as possible.

#### **Sweep Account**

- The school's goal is to generate around \$200,000 in interest. Mr. Ciccarelli will assist Ms. Kersbergen with the sweep account.

#### **Financial Reports**

Ms. Nikki Kersbergen, Finance Manager, reviewed the financial statements as of September 30, 2022. Please see the attached reports.

## **ACTION ITEMS**

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

## **COMMITTEE REPORTS:**

### **Building Committee**

- **School Vehicle**
  - The school is trying to obtain a maintenance vehicle, a 2017 Chevy Silverado HD with a plow, so the school doesn't have to outsource plowing services. Currently, the school is paying a \$30,000-for-a-year contract, which will increase for the new school year.

Mr. Marlin moved the motion for the school to purchase the vehicle. Mr. Ciccarrelli seconded the motion. The motion was approved unanimously.

### **Governance Committee**

#### **RESOLUTION #1**

The Governance Committee recommends that the Board of Trustees of the Eugenio María de Hostos Charter School appoint Ms. Connie Walker, Dr. Miriam Vázquez, and Mr. Eugenio Marlin to a three-year term each for the period 2022-2025. Mr. Meléndez seconded the motion. The motion was approved unanimously.

#### **RESOLUTION #2**

The Governance Committee recommends that the Board of Trustees of the Eugenio María de Hostos Charter School appoint Ms. Nelida Torres and Mr. Robert Frasier Jr – parent representatives, to a one year term each for the period of 2022 to 2023. Mr. Meléndez seconded the motion. The motion was approved unanimously.

#### **RESOLUTION #3**

The Governance Committee recommends that the Board of Trustees of the Eugenio María de Hostos Charter School for consideration the slate of officers for the period of 2022 to 2023 as follows: Julio Vázquez as Chair, Eugenio Marlin as Vice Chair, Connie Walker as Treasurer, and Angélica Pérez-Delgado as Secretary. Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

During the last Governance Committee meeting, they were beginning stages of discussion about transition for various board members. Mr. Vázquez recommended having an entire Board Retreat committed to this discussion. The Board Self Assessments will also be discussed. Ms. Adames will schedule a meeting in January.

### **Fundraising Committee**

#### **Gala**

- Mr. Ciccarelli congratulated the EMHCS staff for a successful gala.
- A fundraising meeting will be scheduled to discuss future galas or other ways to raise money for special projects such as field trips and other expenses.
- Ms. Adames will send a meeting invite to wrap up the gala.

### **Personnel Committee**

#### **EMHCS Maternity/Paternity Leave Policy**

- The Personnel Committee recommended the language currently used in the EMHCS Maternity/Paternity Leave Policy be updated. Now the policy states eligibility is for teachers, teaching assistants, paraprofessionals, and instructional coaches. The new policy will also include social workers, counselors, and assistant principals (all staff with a direct instructional impact on the students).

Mr. Marlin moved the motion to approve the updated language on the EMHCS Maternity/Paternity Leave Policy. Mr. Meléndez seconded the motion. The motion was approved unanimously.

### **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. Marlin moved the motion, and Mr. Meléndez seconded the motion. The motion was approved unanimously.

### **NEXT MEETING:**

The next Board Meeting will meet on Tuesday, November 29, 2022; the meeting location will be at the Irondequoit Public Library at 1290 Titus Ave, Laurelton, room 213, Rochester, NY 14617.

Respectfully submitted,

Angélica Pérez-Delgado  
Board Secretary