

## **BOARD OF TRUSTEES MEETING**

The Eugenio Maria de Hostos Charter School Board of Trustees met on Tuesday, April 25, 2023. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:38 pm. A quorum was established.

### **Board Members Present:**

Julio Vázquez, Eugenio Marlin, Angélica Pérez-Delgado, Ray Ciccarelli, Dr. Miriam Vázquez, Ryan Caster, and Nelida Torres.,

### **Board Member Absent:**

Miguel Meléndez, Dr. Marcia DeJesús-Rueff, and Robert Frasier Jr.

### **School Staff Present:**

Sandra Chevalier-Blackman, Nikki Kersbergen, Wanda Adames, Leslie Rivera, Matt Kleehammer, John Harris, Morgan Krolak, Laura Muñoz-Thompson, Tara Ramirez, and Damaris Saltares.

### **MISSION MOMENT:**

The Mission Moment was about the Math Night at PTO. Ms. Rivera shared pictures of the activities and games available for the students and families. Each family left the event with a literacy kit, math games, and school supplies.

### **PUBLIC INPUT**

No public input.

### **CHAIRMAN REPORT:**

On April 11<sup>th</sup> & 12<sup>th</sup>, several board members and charter leaders visited three Indianapolis charter schools and met with Mind Trust leaders. E3 Rochester sponsored the trip. Notes from the trip were shared with the board members. Mr. Vázquez shared for everyone to read, and if there were any questions, to let him know.

### **CEO REPORT:**

#### **Attendance:**

- March's attendance was an average of 86%.

#### **Enrollment:**

- March's enrollment was 980 students.
- April's enrollment was 964 students.

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

- **Workplan Goal:** I can use backward design planning to create and deliver 1-2 standards-based, high-interest unit plans to culminate in students producing authentic, high-quality work that contributes to a better world.
- **How does EL define projects?** In the EL Education model, teachers engage students in skills- and knowledge-rich learning experiences (projects) that **result in high-quality products or performances for audiences beyond the classroom**. EL Education defines a project as not just the tangible product resulting from learning but as the series of **classroom lessons, discussions, labs, work sessions, student research, and fieldwork** that provide an in-school **structure for teaching core skills and content**.
  - K-6: Performance Task (EL Education)
  - 7-8: Project (EL Education)
  - 9-12: Project (EL Education)
- 2019 Accountability Cohort

### **Operations:**

#### **Facilities**

#### **Summer Work At the Zimbrich and Joseph Campus**

- Powerwashing, potholes repaired, painting
- Entryway at the Joseph Campus
- Bathroom and Floors at the Zimbrich Campus
- Relocating Dumpsters

#### **Joseph Capital Project**

- A meeting took place with Building and Finance Committee to recommend the final option for the Joseph Capital Project.
- Possible work to begin soon (demolition of the rectory)

#### **COVID-19**

- Averaging 2 cases per month

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

#### **ELT Program**

##### **Zimbrich Campus**

- Before School
  - 63 students enrolled, with 86% attendance
- After School
  - 48 students enrolled, with 85% attendance

##### **Joseph Campus**

- After School
  - 17 students enrolled, 60% attendance

#### **Round 8 of the 21<sup>st</sup> Century Grant**

- Site Monitor Visit for April 25<sup>th</sup> and 26<sup>th</sup>

#### **Wegmans Scholarship Program**

- A meet and greet with interested students will be on Thursday, April 27, 2023.

## **CEO Updates:**

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

- Indianapolis Trip to visit other charter schools.
- Administrative Office signage almost completed – awaiting city permit.
- Meet and greet with families and staff.
- Lottery Highlights

## **ACADEMIC COMMITTEE:**

Three documents were presented for board approval.

### **2023-2024 At a Glance Calendar**

- Due to parents' feedback, there will be no half days on the calendar. Parent and teacher conferences are an entire week to accommodate parents' working schedules.
- 181 days of instruction.

EMHCS 2023-2024 At a Glance Calendar was presented for approval. Mr. Marlin moved the motion, and Mr. Caster seconded. The motion was approved unanimously.

### **The 2023-2024 Assessment Calendar**

- The assessment calendar shows all the exams and tests students must take and when to take them.

EMHCS 2023-2024 Assessment Calendar was presented for approval. Mr. Caster moved the motion, and Mr. Ciccarelli seconded. The motion was approved unanimously.

### **The 2023-2024 Data Dashboard**

- What will be presented monthly to the board and the calendar correlates with the assessment calendar

EMHCS 2023-2024 Data Dashboard was presented for approval. Ms. Torres moved the motion, and Mr. Ciccarelli seconded. The motion was approved unanimously.

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

The finance committee met immediately before the board meeting. There were two agenda topics: March's financial statements and the Joseph Campus Expansion Project.

### **Financial Reports**

Ms. Nikki Kersbergen, Finance Manager, reviewed the financial statements as of March 31, 2023. Please see the attached reports.

### **Grants and Donations**

- Donors Choose: \$15,651.75 posted, \$9,533.70 funded.
  - One live proposal (elementary)

- 21<sup>st</sup> Century Community Learning Center Grant (ELT)
  - The site visit is scheduled for April 26<sup>th</sup>
- Received Child Nutrition Supply Chain Assistance
  - Funds (COVID Response) Grant for \$36,092.
- We applied for the Nonprofit Secur9ity Grant Program
  - Camera equipment & software upgrade
- Submitted for NYS Health Care & Mental Hygiene
  - Worker Bonus (7 staff x \$1,500 each)

### **ACTION ITEMS**

March's board meeting minutes were presented for approval. Mr. Marlin moved the motion, and Mr. Pérez-Delgado seconded. The motion was approved unanimously.

Ed Law 2-d Rider – Proposed Data Security & Privacy Policy Changes was presented for approval with the recommended updates. Mr. Caster moved the motion and Ms. Pérez-Delgado. The motion was approved unanimously.

### **COMMITTEE REPORTS:**

#### **Building Committee**

#### **Joseph Campus Expansion Project:**

- The committee worked diligently for the best company to provide quality work and a desirable price. The company hired was SWBR.
- The Finance and Building Committee met and discussed the financials of the Joseph Campus Expansion Project.

Ms. Kersbergen reviewed the five-year projection with the board. The five-year projection is based on 100% student enrollment. The student enrollment is based on the number submitted to SUNY. Some adjustments must be made if our enrollment does not meet the school's budget.

Mr. Vázquez reminded the board that this is a process; the school will need SUNY– The Charter School Institute's approval before proceeding with this project. There will be monthly updates during the board meetings on the status.

Mr. Marlin moved the motion to authorize EMHCS management to borrow up to \$15,000,000 to realize the Joseph Campus Expansion Project. Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

A down payment of up to \$3,000,000 was presented for approval. Mr. Marlin moved the motion, and Mr. Caster seconded the motion. The motion was approved unanimously.

Mr. Marlin moved the motion to approve \$375,000 to complete campus summer work. Mr. Caster seconded the motion. The motion was approved unanimously.

The rectory demolition at the Joseph Campus for \$725,000 was presented for approval. The \$725,000 will be deducted from the loan of up to \$15,000,000. Due to scheduling, the work needs to be paid and performed now. The school will get reimbursed once the loan is approved. Mr. Caster moved the motion, and Mr. Marlin seconded the motion. The motion was approved unanimously.

### **Personnel Committee**

#### **Impact of Maternity/Paternity & Family Leave:**

- Currently, this school year, there have been the following:
  - 11 maternity leaves
  - 2 paternity leaves
  - 3 paid family leaves
  - 1 disability

The discussion is to hire a floating teacher for each grade level to assist with the instructional program when a teacher goes on leave. The floating teachers will be included in the budget when presented during the next board meeting.

#### **Staff Resignation:**

- A policy will be created when a staff resigns and provides a two-week notice that they cannot take leave time during that period; this will allow time for the school to find a replacement.
- The school will review Ibero's current policy and draft a policy for review at the next board meeting.

#### **May Meeting:**

- The next committee meeting will focus on succession plans and have a plan for the board to review at June or July's board meeting.

### **Fundraising Committee**

No new update.

### **Governance Committee**

No new update.

### **Old Business**

No old business.

### **New Business**

No new business.

### **Executive Session**

No executive session.

**ADJOURNMENT**

Mr. Vázquez requested a motion to adjourn the meeting with no other business to discuss. Dr. Vazquez moved the motion, and Mr. Marlin seconded the motion. The motion was approved unanimously.

**NEXT MEETING:**

The next Board Meeting will meet on Tuesday, May 30, 2023; the meeting location will be at the Administrative Office at 977 Joseph Avenue, conference room, Rochester, NY 14621.

Respectfully submitted,

Angélica Pérez-Delgado  
Board Secretary