

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met on Tuesday, August 29, 2023. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 p.m. A quorum was established.

Board Members Present:

Julio Vázquez, Dr. Marcia DeJesús-Rueff, Angélica Pérez-Delgado, Miguel Meléndez, Nelida Torres, and Eugenio Marlin.

Board Member Absent:

Ryan Caster, Robert Frasier Jr., Ray Ciccarelli, and Miriam Vázquez.

School Staff & Public Present:

Sandra Chevalier-Blackman, Nikki Kersbergen, Wanda Adames, Leslie Rivera, John Harris, Morgan Krolak, Vincent Alexander, Tara Ramirez, and Amy Schiavi.

MISSION MOMENT:

Ms. Rivera presented the Mission Moment. The Mission Moment was Summer Scholars Time Capsule 2023. Students wrote letters to themselves for the future and also shared the goals they wished to accomplish next year.

PUBLIC INPUT:

No public input.

CHAIRMAN REPORT:

Mr. Vázquez met with Mr. Hickman from E3 Rochester. They discussed two documents that are currently in draft form. Once completed, Mr. Vázquez will share it with the board and add it to the Board Manual. Board members should read these documents occasionally so everyone knows their responsibilities.

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Board Recruitment & New Charter School Board Members

- It's a slide presentation/video on what a board needs to know when recruiting new members.

CEO REPORT:

Enrollment:

- June's enrollment was 964 students.
- July's enrolment is 1070 students.
- August's enrollment is 1105 students.

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

- K-12: Suspension Data Analysis: Comparison 2021-22 to 2022-23
- K-12: Attendance Data Analysis
- K-12: Special Education Analysis
- K-12: Summer School: Overview

Operations:

School Opening:

- Garbage and recycling receptacles relocated at the elementary school
- Floors and additional classroom floor repairs were completed at the elementary school
- Potholes are filled in front of the middle school
- Classroom moves and room assignments are completed

Capital Campaign Project :

- Meeting with Firms re: RFQ 8/2
- Proposals to be accepted 8/31- 9/8
- LeChase: No submittal
- New developments and possibilities
 - 10-12 Grade PHASE I

Kodak Campus/Updates:

- Repair list totaling \$37k
- Written Communications
- Met with Kodak leaders/follow up on September 27th

1119 Joseph Avenue:

- The attorney has received our counteroffer, and it has been accepted.
- EMHCS attorney is working on the PSA
- We have reviewed the lease
- Closing Date: Late September/October
- The school will pay up to \$3,000.00 for closing. The property offer price is \$325k.

School Safety:

- S.S.L: Training w/Mr. Steve Chatterton and Mr. John Harris 9/1
- The contracted armed guard begins on 9/5
 - All staff informed
- The Main Safety plan needs approval today; it will be uploaded to the website and NYSED.
- BLERP'S: building level employee response plans: being updated with building Principals and Harris
 - Safety teams meet in early September to go over plans and debrief.

ELT Updates:

New ELT Leadership Team

- Education Liaison: Ms. Hailey Cox
- Zimbrich Site Coordinator: Mr. Luis Rodriguez

- Joseph/Kodak Site Coordinator: Mr. Terrance Simmons

Important Dates:

- The first day of the before-school programming is September 5, 2023.
- The first day of the after-school programming is October 16, 2023.

Enrollment Target

- Before School: 100 Students
- After-School Zimbrich Campus: 100 Students
- After-School Joseph Campus: 30 Students
- After-School Kodak Campus: 20 Students

CEO Updates:

The following items were discussed during the CEO Updates:

- HR Updates
- Professional Develop, Marketing & Fundraising
- EMHCS First Conference Day
- College and Career Readiness

ACADEMIC COMMITTEE:

Summer School

- Dr. DeJesús-Rueff commended the staff for putting together an excellent summer program and for the high school staff for pushing to get more students to graduate.

Professional Development

- Way of closing assessment gaps for teachers – report how professional development is implemented in the classroom and if that leads to a more robust outcome.

Staff Recruitment

- There is much competition in getting good quality staff.
- The Rochester City School District is offering incentives for referring and competitive wages.

Test Results

- Test results will be reviewed in depth by the committee.

ACTION ITEMS

June's board meeting minutes were presented for approval. Mr. Marlin moved the motion, and Dr. DeJesús-Rueff seconded. The motion was approved unanimously.

July's board meeting minutes were presented for approval. Dr. DeJesús-Rueff moved, and Mr. Marlin seconded. The motion was approved unanimously.

June's financial report was presented for approval. Mr. Marlin moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

July's financial report was presented for approval. Dr. DeJesús-Rueff moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

Bonadio Group Audit Fees of \$25,000 were presented for approval. Ms. Pérez-Delgado moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

The At A Glance Calendar was presented for approval due to changing the HS graduation date to June 29, 2024. Ms. Torres moved the motion, and Dr. DeJesús-Rueff seconded. The motion was approved unanimously.

EMHCS Organization Chart was presented for approval. Mr. Meléndez moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

CEO Succession Plan was presented for approval. Mr. Marlin moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

The updated Chromebook Device Agreement in the Parent/Student Handbook was presented for approval. Mr. Marlin moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

The updated Cell Phone Policy in the Parent/Student Handbook and Code of Conduct was presented for approval. Mr. Marlin moved the motion, and Ms. Torres seconded. The motion was approved unanimously.

The EMHCS Safety Plan was presented for approval. Ms. Pérez-Delgado moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

COMMITTEE REPORTS:

Governance Committee

Resignation

Mr. Raymond Ciccarelli resigned from the EMHCS board on July 15, 2023. He has served on the board for 20 years. He continues to remain loyal to the school and has contributed to the school's financial strength.

Mr. Raymond Ciccarelli's resignation was presented for approval. Mr. Marlin moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved unanimously.

Resolution of Thanks

Mr. Raymond Ciccarelli's Resolution of Thanks was presented for approval. Mr. Marlin moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved unanimously.

A copy of the Resolution of Thanks will be part of the board meeting minutes.

Building Committee:

Joseph Campus Front Entrance

The Joseph Campus front entrance only received one bid for \$29,000. The Building Committee wishes to proceed with the project.

The middle school main entrance for \$29,000 was presented for approval. Mr. Marlin moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved unanimously.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT: The finance committee met before the board meeting. The D.A. Davidson & Co. did a brief presentation on tax-exempt bond financing for charter schools. Another 30 – 45-minute meeting will be scheduled to discuss the company's offerings in detail.

Financial Reports

Ms. Kersbergen reviewed the financial statements as of July 31, 2023. Please see the attached reports.

After reviewing the Kodak Rent Escalation Analysis, the school needs to discuss further the option of building the high school as the cost at the high school keeps increasing. More discussion will be needed to decide how to proceed with the high school construction.

Personnel Committee

Empire State College

- Two paraprofessionals have accepted the Empire State College 100% tuition reimbursement program.

Employer Contribution to Medical Insurance

- Discussions were had about EMHCS contributing more towards the employee medical insurance. The Rochester City School District currently pays 90%, and EMHCS pays 80% for individuals and 75% for families.
- Our current broker will perform a 3-year analysis to see if it is sustainable for EMHCS to provide this benefit for their staff.

Board Retreat

The updated strategic plan will be shared once completed. The next board retreat is Thursday, September 21, 2023, at 5:00 p.m.

CEO Evaluation

The next board retreat will be to finalize the CEO's - Ms. Chevalier Blackman's evaluation.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

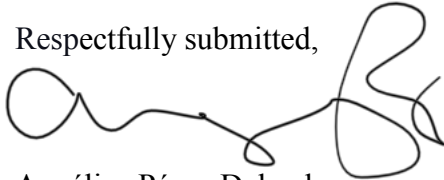
ADJOURNMENT

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

NEXT MEETING:

The next Board Meeting will be on Tuesday, September 26, 2023; the meeting location will be at the Administrative Office at 977 Joseph Avenue, conference room, Rochester, NY 14621.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', written over the text 'Respectfully submitted,'.

Angélica Pérez-Delgado
Board Secretary