

ELMWOOD VILLAGE CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

WEDNESDAY, MARCH 19, 2025

EVCS HERTEL CAMPUS

TRUSTEES PRESENT: *Jennifer Bernacki-Smith; Ed Castine; Kathy Franklin-Adams; Nicca Lebeda; Ken Gholston; Lacole Brumfield; Jacob Piorkowski; Patti Anderson; George McLean; Pamela Pollock; Jason Lang; Anna Sotelo-Peryea*

TRUSTEES EXCUSED: *Matt Ryan; Mimi Barnes Coppola*

TRUSTEES ABSENT: none

OTHERS PRESENT: *Danielle Bruno, EVCS Director of Schools; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, Kirisits & Associates*

1. CALL TO ORDER

Vice-chair Jacob Piorkowski called the meeting to order at 5:58 PM. He presented the agenda. There were no changes.

2. MINUTES

The minutes of the Elmwood Village Charter School Board of Trustees meeting held on February 12, 2025, were presented. There were no changes.

Jen moved that the minutes be approved, and Nicca seconded. Approved unanimously.

3. CHAIR REPORT

Board appointed panel of trustees reviewed appeal of short-term suspension and determined unanimously that the appeal is denied as due process was followed.

4. TREASURER'S REPORT

Reviewed financial statements for the eight months ended February 28, 2025. Budgeting process ongoing. Discussion of investment strategy; proposals forthcoming. Lisa introduced 990 tax form for review, to be sent to BOT via portal with time-constrict (TBD) to provide feedback if needed.

Pam moved that the financial report be approved, and Lacole seconded. Approved unanimously.

5. DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, and Anne Wechsler.

DIRECTOR OF SCHOOLS:

SCHOOL LEADERSHIP & CULTURE

- The leadership team would like to extend our gratitude to the Community Associations for their work on the second annual Meat Raffle fundraiser. The event was a huge success, thanks to them, from a fundraising standpoint, and from a community-building standpoint. Thank you to our CAs for your ongoing, strong support of our schools.
- School leaders' current priorities include: evaluation observations and feedback cycles, student culture priorities (social media, technology use, and safety), culture building events (Battle of the Bands, Open Houses, Literacy Nights), staffing for SY 25-26, and participating in the budgeting and strategic planning process.
- We have started a series of educational communications to our staff around per pupil aid for charter schools and our budget.

Also, Principal selection committee has had their first meeting.

STAFF SNAPSHOT:

HIRES (VOTE)

<u>Position</u>	<u>Name</u>	<u>Campus</u>	<u>Qualifications</u>
PT Keyboard Specialist	Jack Chadwick	Days Park	Bachelor of Arts

Lacole moved to approve new hires; Pam seconded. Approved unanimously.

PROMOTIONS: None this month

EXITS: 2 non-instructional

DIRECTOR OF CURRICULUM AND INSTRUCTION:

ACADEMICS

Strategic Plan Key Imperative: Academic Achievement

- 2nd Trimester Report Cards go home on Friday
- NYS Assessments begin April 8th (Science, ELA, & Math)
- Math instruction:
 - Currently piloting an online program in grades 2 and 3 to build and track math fact fluency (addition, subtraction, multiplication, division and fractions)
 - We are forming a committee to evaluate options for new math curriculum to be implemented in grades K-5 in 2025-2026

PROFESSIONAL DEVELOPMENT

Strategic Plan Goal: Excellent Teaching

- Instructional Rounds topics: Math, Morning Meetings
- Continuing to provide targeted feedback on our EVCS Strategies for Excellent Teaching

DIRECTOR OF OPERATIONS:

OPERATIONS/FACILITIES

Hertel: Nothing new to report.

Days Park: Looking at a new PA system to be installed over the summer. The current system is not working well and raises safety concerns in regard to building wide announcements.

Due to an increase in incidents in the Days Park area, and ongoing concerns with police response times, we have added security presence at arrival and dismissal. This will cost an additional \$10,000 for the remainder of the year, and is an unbudgeted expense. We wanted to bring this expenditure to the board's attention and we will include security expenses in the 2025-2026 proposed budget.

Shared: RFPs are being issued for some maintenance services and repair work to be performed over the summer.

Events and field trip request forms are being automated to ensure better communication to teachers and administration, cafeteria, nurse, and transportation coordinators.

Ops Manager and Director of Operations met with the Food Service Consultant, who advised us about federal food funding, which is uncertain at the federal level. He surmised that NYS will likely provide funding for this year and possibly next year, but after that, it was uncertain.

ADMISSIONS/STUDENT ENROLLMENT

ENROLLMENT COUNTS:

Steady from previous month.

Application for 25-26 closes on Friday April 5th. All applications past that day will be considered post enrollment and will be placed at the bottom of the waitlist.

We are continuing with our outreach efforts this month. We are holding our Open House events on the 22nd and 29th of March and plan to use this event as a final push to get applications and ensure that applicants are ranking us as their #1 choice.

We are running Instagram ads and continue to post on our social media about applying this month to be entered into the lottery on April 8th. We are also visiting Chile Care Centers (like the Westminster Early Childhood Program) and attending school fairs to promote more visibility in the community.

TECHNOLOGY

Tech meeting was held to determine needs for the 25-26 school year, and these will be added into the budget before the next meeting.

PowerSchool breach notifications continue to be sent out, and the notice will be posted to the website.

GRANTS/FINANCE

GRANTS: Grant application submitted into the Cullen portal, and the first disbursement will be forthcoming on 7/1.

FINANCE: Compensation work is continuing. The School Leadership Team is continuing work on organizational clarity by holding strategic planning meetings with stakeholders, identifying current job duties, and organizational structure lines of responsibility. The goal is to ensure that departments are organized efficiently and job roles are defined appropriately.

Any proposed adjustments to the organizational chart will be presented with the budget for the board's review.

The second budget meeting took place on 2/27 and the third meeting was on 3/6. The next meeting is scheduled for 3/24.

HR UPDATES

We are discussing 403b plan's TPA, since current TPA is non-responsive.

OTHER BUSINESS

Trustees have opportunities to give to EVCS retroactively to the Meat Raffle, the upcoming Annual Appeal, or both.

Respectfully submitted by Danielle Bruno, Liz Evans, and Anne Wechsler – March 19, 2025

6. SUBCOMMITTEE REPORTS

- | | |
|--|---|
| a. Academic Excellence Committee | Did not meet. |
| b. Space Planning Committee | Met and reviewed funding, proposed playgrounds for both locations from Game Time. |
| c. Finance Committee | Nothing to report. |
| d. Nominating Committee | Nothing to report. |
| e. Development and Advocacy Committee | Shuttered until needed. |
| f. EVCS Culture Committee | Discussed EVCS culture supports in student learning opportunities around behaviors. |

7. COMMUNITY ASSOCIATION REPORTS

- a. DAYS PARK: Discussed Meat Raffle, very appreciative of school staff participation and dedication to the event. Planning social with Principal and Assistant Principal at Iron Tail. Planning spring event (TBD) for students.

- b. HERTEL CAMPUS: Discussed Meat Raffle. Planning school dances for lower school and upper schools.

8. OLD BUSINESS

20th Anniversary planning underway for 2025-2026 School Year; good response to survey.

9. ANNOUNCEMENTS/NEW BUSINESS

Next meeting April 23 at Days. Future meetings as follows: May 21 (H), June 18 (D), and July 16 (H).

10. EXECUTIVE SESSION

Kathy moved to enter executive session, seconded by Ed. Motion carried.

Discussion ensued.

Ed moved to exit executive session, seconded by Pam. Motion carried.

Ed moved that the meeting be adjourned, and George seconded. Approved unanimously.

The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Anna Sotelo-Peryea

EVCS Board Secretary