

Application: Eugenio Maria de Hostos Charter School

Wanda Adames - wadames@emhcharter.org
2021-2022 Annual Report

Summary

ID: 0000000293

Last submitted: Oct 27 2022 07:58 AM (EDT)

Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed Aug 1 2022

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2022)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL 800000050603

a1. Popular School Name

(No response)

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

d. DISTRICT / CSD OF LOCATION

ROCHESTER CITY SD

e. DATE OF INITIAL CHARTER

4/2000

f. DATE FIRST OPENED FOR INSTRUCTION

9/2000

c. School Unionized

Is your charter school unionized?

No

h. SCHOOL WEB ADDRESS (URL)

www.emhcharter.org

i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)

1000

j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)

963

k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

	Yes, 3 sites
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EUGENIO MARIA DE HOSTOS CHARTER SCHOOL 800000050603

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	27 Zimbrich St. Rochester, NY 14621	585-544-6170	Rochester	K-6	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Sandra Chevalier Blackman	CEO	585-544-6170		schevalierblackman@emhcharter.org
Operational Leader	Damaris Saltares	Principal	585-544-6170		dsaltares@emhcharter.org
Compliance Contact	Maria Petrella	SpEd Coordinator	585-544-6170		mpetrella@emhcharter.org
Complaint Contact	Madeline Lopez	Home School Community Liaison	585-544-6170		mlopez@emhcharter.org
DASA Coordinator	Charol Rios	Social Worker	585-544-6170		crios@emhcharter.org
Phone Contact for After Hours Emergencies	Sandra Chevalier Blackman	CEO	585-544-6170		schevalierblackman@emhcharter.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

Site 1 Certificate of Occupancy (COO)

[Zimbrich Campus C of O.pdf](#)

Filename: Zimbrich Campus C of O.pdf **Size:** 413.3 kB

Site 1 Fire Inspection Report

[Fire Inspection Report - EMHCS - Zimbrich Campus 2022.pdf](#)

Filename: Fire Inspection Report - EMHCS - Zimbrich Campus 2022.pdf **Size:** 35.6 kB

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	1069 Joseph Avenue	585-544-6170	Rochester	6-8	No

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Sandra Chevalier Blackman	CEO	585-544-6170		schevalierblackman@emhcharter.net
Operational Leader	Robert Zimmerli	Principal	585-544-6170		rzimmerli@emhcharter.net
Compliance Contact	Maria Petrella	SpEd Coordinator	585-544-6170		mpetrella@emhcharter.net
Complaint Contact	Alina Lanos	Secretary	585-544-6170		alanos@emhcharter.net
DASA Coordinator	Charol Rios	Social Worker	585-544-6170		crios@emhcharter.net
Phone Contact for After Hours Emergencies	Sandra Chevalier Blackman	CEO	585-544-6170		schevalierblackman@emhcharter.net

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2022.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2022.**
- **If the fire inspection certificate expires after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022. Please note in the portal that this is the case**

Site 1 Certificate of Occupancy (COO)

[Joseph Campus C of O.pdf](#)

Filename: Joseph Campus C of O.pdf **Size:** 606.8 kB

Site 2 Fire Inspection Report

[Fire Inspection Report - Eugenio Maria De Hostos - Joseph Ave 2022.pdf](#)

Filename: Fire Inspection Report - Eugenio Maria De Hostos - Joseph Ave 2022.pdf **Size:** 35.5 kB

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL 800000050603

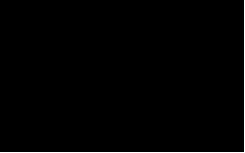
School Site 3

m3. SCHOOL SITES

Please provide information on site 3 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 3	343 State St Bldg 10, 5th floor Rochester, NY 14650	585-544-6170	Rochester	9-12	No

m3a. Please provide the contact information for Site 3.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Sandra Chevalier Blackman	CEO	585-544-6170		schevalierblackman@emhcharter.org
Operational Leader	Laura Munoz-Thompson	Principal	585-544-6170		lmunozthompson@emhcharter.org
Compliance Contact	Maria Petrella	SpEd Coordinator	585-544-6170		mpetrella@emhcharter.org
Complaint Contact	Glendaliz Martinez	Secretary	585-544-6170		gmartinez@emhcharter.org
DASA Coordinator	Charol Rios	Social Worker	585-544-6170		crios@emhcharter.org
Phone Contact for After Hours Emergencies	Sandra Chevalier Blackman	CEO	585-544-6170		schevalierblackman@emhcharter.org

m3b. Is site 3 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2022.

- Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2022.
- If the fire inspection certificate expires after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022. Please note in the portal that this is the case

Site 1 Certificate of Occupancy (COO)

[Kodak C of O.pdf](#)

Filename: Kodak C of O.pdf **Size:** 434.9 kB

Site 3 Fire Inspection Report

[Fire Inspection Report 2022 - Kodak Campus.pdf](#)

Filename: Fire Inspection Report 2022 - Kodak Campus.pdf **Size:** 201.2 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Sandra Chevalier Blackman
Position	CEO
Phone/Extension	585-544-6170
Email	schevalierblackman@emhcharter.net

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES to agree.**

Responses Selected:

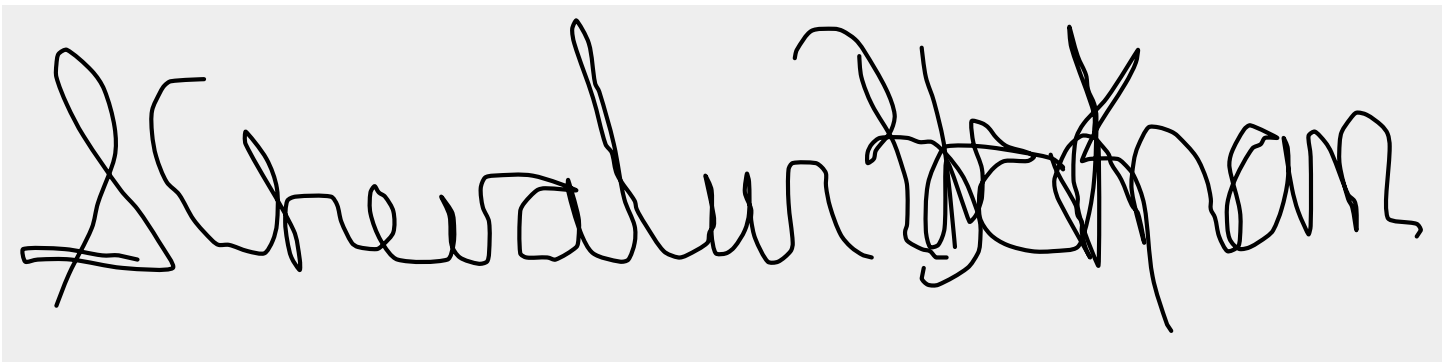
Yes

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink, appearing to read "Sherrill Johnson", written on a light gray background.

Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of a stylized initial followed by a long horizontal stroke, written on a light gray background.

Date

(No response)



Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4 - Audited Financial Statements

Incomplete

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.

Entry 4a - Audited Financial Report Template (SUNY)

Incomplete

Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Report Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4c - Additional Financial Documents

Incomplete Hidden from applicant

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4d - Financial Services Contact Information

Incomplete Hidden from applicant

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2022**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2022-2023 Budget

Incomplete

SUNY-authorized charter schools should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 1 2022

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

Board of Trustees Financial Disclosure 2021-2022

Filename: Board of Trustees Financial Disclo MSvd2BY.pdf **Size:** 18.5 MB

Entry 7 BOT Membership Table

Completed Aug 1 2022

Instructions

Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL 800000050603

Authorizer:

Who is the authorizer of your charter school?

SUNY

1. 2021-2022 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email	Position on the	Commit tee	Voting Member	Number of Terms	Start Date of	End Date of	Board Meeting
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		Address	Board	Affiliations	Per By-Laws (Y/N)	Served	Current Term (MM/DD/YYYY)	Current Term (MM/DD/YYYY)	s Attended During 2021-2022
1	Julio Vazquez		Chair	Academic Fundraising Personnel Building	Yes	6	11/01/2021	10/31/2024	12
2	Eugenio Marlin		Vice Chair	building nominating/governance	Yes	6	11/1/2019	10/31/2022	12
3	Angelica Perez-Delgado		Secretary	Finance Academic Nominating	Yes	2	11/1/2021	10/31/2024	12
4	Connie O. Walker		Treasurer	Finance Academic Nominating	Yes	2	11/01/2019	10/31/2022	12
5	Miguel Melendez		Trustee/Member	Building Nominating	Yes	1	11/1/2020	10/31/2023	9
6	Ray Ciccarella		Trustee/Member	Finance Fundraising Nominating	Yes	6	11/1/2020	10/31/2023	12

7	Miriam Vazquez		Trustee/ Member	Finance Fundrais ing Academ ic Personn el	Yes	6	02/23/2 021	10/31/2 022	12
8	Marcy DeJesus -Rueff		Trustee/ Member	Academ ic	Yes	4	11/1/20 21	10/31/2 024	12
9	Robert Frasier		Parent Rep	Audit	Yes	2	11/1/20 21	10/31/2 022	6

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meeting s Attende d During 2021- 2022
10	Nelida Torres		Parent Rep	None	Yes	1	11/01/2 021	10/31/2 022	5 or less
11									
12									
13									
14									
15									

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2022	10
b.Total Number of Members Added During 2021-2022	1
c. Total Number of Members who Departed during 2021-2022	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

3. Number of Board meetings held during 2021-2022

13

4. Number of Board meetings scheduled for 2022-2023

11

Total number of Voting Members on June 30, 2022:

10

Total number of Voting Members added during the 2021-2022 school year:

1

Total number of Voting Members who departed during the 2021-2022 school year:

1

Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:

11

Thank you.

Entry 8 Board Meeting Minutes

Completed Aug 1 2022 Hidden from applicant

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

Board Meeting Minutes - July 2021-June 2022

Filename: Board Meeting Minutes July 2021 RgQV3uG.pdf **Size:** 47.0 MB

Entry 9 Enrollment & Retention

Completed Aug 1 2022

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>In an attempt to recruit and retain students with disabilities as well as ELLs and economically disadvantaged the following steps were taken.</p> <p>Advertised on the school's web page and social media.</p> <p>The updated school website and social media such as Facebook.</p> <p>Posts and information are available in English and in Spanish.</p> <p>EMHCS staff attended several community events virtually to educate families about the school's program and ability to support ELLs and students with disabilities.</p> <p>Participated in recruitment and parent events for Head Start programs, local daycares, and Community Agencies to promote the school's mission and vision.</p> <p>Participated in the ROC 3 virtual recruitment and utilized our universal application for the lottery.</p> <p>Provided prospective students and their parents with an orientation on EMHCS and its programs. Orientation was delivered in English and in Spanish.</p> <p>Had multiple radio ads played on PODER 97.1 FM and La MEGA 95.1</p> <p>Had a weekly radio program on PODER 97.1 FM to promote EMHCS and educate families</p>	<p>We will continue to employ the same efforts describe above for the 2021-2022 school year with the addition of:</p> <p>Display school banners on each campus, providing website information.</p> <p>Display brochures in local banks, stores, restaurants, and barbershops</p> <p>Establish a Parent Referral cards</p>

	<p>within the community about current topics in education. Promoted EMHCS through the use of street billboards, RTS bus board ads, and lawn signs. EMHCS has four bilingual Home School Community Liaisons to support our efforts in meeting recruitment goals. They work with the community and our families to explain the school's program in English and in Spanish. They attended local festivals and promoted the school.</p> <p>The recruitment committee met quarterly to review current enrollment, review new strategies and assess efforts. EMHCS promoted and participated in community events throughout the school year. Participated in in-person events such as school sweeps and canvassing the neighborhood. Created new marketing brochures, flyers, and billboards. Attended community events, including but not limited to the International Plaza and the Rochester Hispanic Baseball League.</p>	<p>process</p> <p>Promote open seats in Facebook ads</p>
	<p>In an attempt to recruit and retain students with disabilities as well as ELLs and economically disadvantaged the following steps were taken.</p> <p>Advertised on the school's web page and social media.</p> <p>The updated school website and social media such as Facebook. Posts and information are available in English and in</p>	

English Language Learners

Spanish.

EMHCS staff attended several community events virtually to educate families about the school's program and ability to support ELLs and students with disabilities.

Participated in recruitment and parent events for Head Start programs, local daycares, and Community Agencies to promote the school's mission and vision. Participated in the ROC 3 virtual recruitment and utilized our universal application for the lottery.

Provided prospective students and their parents with an orientation on EMHCS and its programs. Orientation was delivered in English and in Spanish.

Had multiple radio ads played on PODER 97.1 FM and La MEGA 95.1

Had a weekly radio program on PODER 97.1 FM to promote EMHCS and educate families within the community about current topics in education. Promoted EMHCS through the use of street billboards, RTS bus board ads, and lawn signs.

EMHCS has four bilingual Home School Community Liaisons to support our efforts in meeting recruitment goals. They work with the community and our families to explain the school's program in English and in Spanish. They attended local festivals and promoted the school.

The recruitment committee met quarterly to review current

We will continue to employ the same efforts describe above for the 2021-2022 school year with the addition of:

Display school banners on each campus, providing website information.

Display brochures in local banks, stores, restaurants, and barbershops

Establish a Parent Referral cards process

Promote open seats in Facebook ads

	<p>enrollment, review new strategies and assess efforts. EMHCS promoted and participated in community events throughout the school year. Participated in in-person events such as school sweeps and canvassing the neighborhood. Created new marketing brochures, flyers, and billboards. Attended community events, including but not limited to the International Plaza and the Rochester Hispanic Baseball League.</p>	
	<p>In an attempt to recruit and retain students with disabilities as well as ELLs and economically disadvantaged the following steps were taken. Advertised on the school's web page and social media. The updated school website and social media such as Facebook. Posts and information are available in English and in Spanish. EMHCS staff attended several community events virtually to educate families about the school's program and ability to support ELLs and students with disabilities. Participated in recruitment and parent events for Head Start programs, local daycares, and Community Agencies to promote the school's mission and vision. Participated in the ROC 3 virtual recruitment and utilized our universal application for the lottery. Provided prospective students and their parents with an</p>	

<p>Students with Disabilities</p>	<p>orientation of EMHCS and its programs. Orientation was delivered in English and in Spanish.</p> <p>Had multiple radio ads played on PODER 97.1 FM and La MEGA 95.1</p> <p>Had a weekly radio program on PODER 97.1 FM to promote EMHCS and educate families within the community about current topics in education.</p> <p>Promoted EMHCS through the use of street billboards, RTS bus boards ads, and lawn signs.</p> <p>EMHCS has four bilingual Home School Community Liaisons to support our efforts in meeting recruitment goals. They work with the community and our families to explain the school's program in English and in Spanish. They attended local festivals and promoted the school.</p> <p>The recruitment committee met quarterly to review current enrollment, review new strategies and assess efforts.</p> <p>EMHCS promoted and participated in community events throughout the school year.</p> <p>Participated in in-person events such as school sweeps and canvassing the neighborhood.</p> <p>Created new marketing brochures, flyers, and billboards.</p> <p>Attended community events, including but not limited to the International Plaza and the Rochester Hispanic Baseball League.</p>	<p>We will continue to employ the same efforts describe above for the 2021-2022 school year with the addition of:</p> <p>Display school banners on each campus, providing website information.</p> <p>Display brochures in local banks, stores, restaurants, and barbershops</p> <p>Establish a Parent Referral cards process</p> <p>Promote open seats in Facebook ads</p>
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	<p>In an attempt to retain students with disabilities as well as ELLs and economically disadvantaged the following steps were taken.</p> <p>Held PTO meetings during the academic year.</p> <p>Provided student and family opportunities to have fun and learn about our educational programs</p> <p>Pursued partnerships with area colleges on a regular basis.</p> <p>Participated in community agency fairs to promote our students and programs.</p> <p>Students showcase their work to their classmates, staff, families, and community.</p> <p>Created performing arts and additional team sports for middle and high school students.</p> <p>Created school-wide events that promote the mission and vision at EMHCS and showcase student work inside and outside the EMHCS campuses.</p> <p>Enhanced instructional curriculum and bilingual programming to better support dominant English and Spanish speakers learning new languages.</p>	<p>We will continue to employ the same efforts describe above for the 2021-2022 school year with the addition of:</p> <p>Enhancing curriculum for 7-12 students in Spanish for World Language that is culturally responsive</p> <p>Provide additional professional development for all teachers on how to best support ELLs</p> <p>Hire a College & Career Readiness Liaison to create additional partnerships that will enhance the student's learning experiences and provide additional parent support</p> <p>Provide specific topics on academic programs, services, and graduation pathways during PTO meetings</p> <p>Professional Development for all teachers to effectively work with ELLs and SWDs</p>
	<p>In an attempt to retain students with disabilities as well as ELLs and economically disadvantaged the following steps were taken.</p> <p>Held PTO meetings during the academic year.</p> <p>Provided student and family</p>	<p>We will continue to employ the same efforts describe above for the 2021-2022 school year with</p>

English Language Learners	<p>opportunities to have fun and learn about our educational programs</p> <p>Pursued partnerships with area colleges on a regular basis.</p> <p>Participated in community agency fairs to promote our students and programs.</p> <p>Students showcase their work to their classmates, staff, families, and community.</p> <p>Created performing arts and additional team sports for middle and high school students.</p> <p>Created school-wide events that promote the mission and vision at EMHCS and showcase student work inside and outside the EMHCS campuses.</p> <p>Enhanced instructional curriculum and bilingual programming to better support dominant English and Spanish speakers learning new languages.</p>	<p>the addition of:</p> <p>Enhancing curriculum for 7-12 students in Spanish for World Language that is culturally responsive</p> <p>Provide additional professional development for all teachers on how to best support ELLs</p> <p>Hire a College & Career Readiness Liaison to create additional partnerships that will enhance the student's learning experiences and provide additional parent support</p> <p>Provide specific topics on academic programs, services, and graduation pathways during PTO meetings</p> <p>Professional Development for all teachers to effectively work with ELLs and SWDs</p>
Students with Disabilities	<p>In an attempt to retain students with disabilities as well as ELLs and economically disadvantaged the following steps were taken.</p> <p>Held PTO meetings during the academic year.</p> <p>Provided student and family opportunities to have fun and learn about our educational programs</p> <p>Pursued partnerships with area colleges on a regular basis.</p> <p>Participated in community agency fairs to promote our students and programs.</p> <p>Students showcase their work to their classmates, staff, families, and community.</p>	<p>We will continue to employ the same efforts describe above for the 2021-2022 school year with the addition of:</p> <p>Enhancing curriculum for 7-12 students in Spanish for World Language that is culturally responsive</p> <p>Provide additional professional development for all teachers on how to best support ELLs</p> <p>Hire a College & Career Readiness Liaison to create additional partnerships that will</p>

	<p>Created performing arts and additional team sports for middle and high school students.</p> <p>Created school-wide events that promote the mission and vision at EMHCS and showcase student work inside and outside the EMHCS campuses.</p> <p>Enhanced instructional curriculum and bilingual programming to better support dominant English and Spanish speakers learning new languages.</p>	<p>enhance the student's learning experiences and provide additional parent support</p> <p>Provide specific topics on academic programs, services, and graduation pathways during PTO meetings</p> <p>Professional Development for all teachers to effectively work with ELLs and SWDs</p>
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Entry 10 - Teacher and Administrator Attrition

Completed Aug 1 2022

Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee_fingerprintoct19.pdf or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospa/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category A: 5 or 30% whichever is less	0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. Mathematics	
ii. Science	
iii. Computer Science	
iv. Technology	
v. Career and Technical Education	
Total Category B: not to exceed 5	0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category C: not to exceed 5	0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	



Thank you.

Entry 12 Organization Chart

Incomplete Hidden from applicant

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

Entry 13 School Calendar

Completed Aug 1 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools “... *unless the school’s charter requires more instructional time than is required under the regulations.*”

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

EMHCS At a Glance Calendar 2022-2023

Filename: EMHCS At a Glance Calendar 2022 2023 .pdf Size: 517.2 kB

Entry 14 Links to Critical Documents on School Website

Completed Aug 1 2022

Instructions

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school’s website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

Form for Entry 14 Links to Critical Documents on School Website

School Name: Eugenio Maria de Hostos Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	http://www.nysed.gov/charter-schools/charter-schools-directory
2. Board meeting notices, agendas and documents	https://www.emhcharter.org/board-of-trustees
3. New York State School Report Card	https://data.nysed.gov/essa.php?year=2020&instid=800000050603
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://www.emhcharter.org/charter-documentation
6. Authorizer-approved FOIL Policy	https://www.emhcharter.org/files/ugd/71222c_97f9364acbe24692beea4c7a2d34d5f2.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.emhcharter.org/files/ugd/71222c_97f9364acbe24692beea4c7a2d34d5f2.pdf

Thank you.



Entry 15 Staff Roster

Incomplete Hidden from applicant

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees.

Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required. Reminders: Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

**EUGENIO MARIA DE HOSTOS
CHARTER SCHOOL**

**Financial Statements as of
June 30, 2022
Together with
Independent Auditor's Report
and Single Audit Reports**

Bonadio & Co., LLP
Certified Public Accountants

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

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INDEPENDENT AUDITOR'S REPORT

March 28, 2023

To the Board of Trustees of
Eugenio Maria de Hostos Charter School:

Report on the Financial Statements

Opinion

We have audited the accompanying financial statements of Eugenio Maria de Hostos Charter School (the School) (a New York not-for-profit corporation), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities and change in net assets, functional expenses, and cash flows for the year then ended, and the related notes to financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the School as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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(Continued)

INDEPENDENT AUDITOR'S REPORT

(Continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Report on Summarized Comparative Information

We have previously audited the School's 2021 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated October 22, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

(Continued)

INDEPENDENT AUDITOR'S REPORT

(Continued)

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2023 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

Bonadio & Co., LLP

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2022

(With Comparative Totals for 2021)

	<u>2022</u>	<u>2021</u>
ASSETS		
CURRENT ASSETS:		
Cash	\$ 4,217,269	\$ 2,609,645
Grants and contracts receivable	603,868	554,182
Prepaid expenses	191,890	19,714
Investments	<u>2,685,698</u>	<u>2,055,741</u>
Total current assets	7,698,725	5,239,282
DESIGNATED CASH	75,000	75,000
LAND, BUILDINGS, AND EQUIPMENT, net	<u>4,776,621</u>	<u>4,633,126</u>
	<u>\$ 12,550,346</u>	<u>\$ 9,947,408</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Current portion of long-term debt	\$ 75,572	\$ 89,072
Accounts payable	24,815	109,039
Due to Rochester City School District	123,450	148,051
Accrued liabilities	1,051,398	934,101
Deferred revenue	<u>1,433,489</u>	<u>40,555</u>
Total current liabilities	2,708,724	1,320,818
LONG-TERM DEBT, net of current portion	<u>2,039,238</u>	<u>2,256,641</u>
Total liabilities	4,747,962	3,577,459
NET ASSETS WITHOUT DONOR RESTRICTIONS	<u>7,802,384</u>	<u>6,369,949</u>
	<u>\$ 12,550,346</u>	<u>\$ 9,947,408</u>

The accompanying notes are an integral part of these statements.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS FOR THE YEAR ENDED JUNE 30, 2022

(With Comparative Totals for 2021)

	<u>2022</u>	<u>2021</u>
REVENUES, GAINS, AND OTHER SUPPORT:		
Public school district -		
Resident student enrollment	\$ 13,263,077	\$ 12,807,158
Students with disabilities	450,471	393,151
Federal and state grants	3,518,464	1,898,162
Federal and state food service	815,182	242,790
Forgiveness of PPP loan payable	-	1,892,420
Interest	2,131	1,197
Investment income (loss), net	(86,653)	23,165
Other	<u>395,702</u>	<u>83,115</u>
Total revenues, gains, and other support	<u>18,358,374</u>	<u>17,341,158</u>
EXPENSES:		
Program -		
Regular education	12,521,025	11,448,470
Special education	<u>986,424</u>	<u>775,338</u>
Total program	13,507,449	12,223,808
Supporting services -		
Management and general	<u>3,418,490</u>	<u>3,118,793</u>
Total expenses	<u>16,925,939</u>	<u>15,342,601</u>
CHANGE IN NET ASSETS	1,432,435	1,998,557
NET ASSETS - beginning of year	<u>6,369,949</u>	<u>4,371,392</u>
NET ASSETS - end of year	<u>\$ 7,802,384</u>	<u>\$ 6,369,949</u>

The accompanying notes are an integral part of these statements.

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022
(With Comparative Totals for 2021)

The accompanying notes are an integral part of these statements.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2022 (With Comparative Totals for 2021)

	<u>2022</u>	<u>2021</u>
CASH FLOW FROM OPERATING ACTIVITIES:		
Revenue from school districts	\$ 13,666,253	\$ 13,287,889
Grant revenues	5,676,894	1,819,577
Miscellaneous sources	311,180	107,477
Payments to charter school personnel for services rendered	(7,109,825)	(7,323,045)
Payments to vendors for goods and services rendered	<u>(9,168,656)</u>	<u>(7,084,278)</u>
Net cash flow from operating activities	<u>3,375,846</u>	<u>807,620</u>
CASH FLOW FROM FINANCING ACTIVITIES:		
Proceeds from issuance of long-term debt	1,500,000	-
Debt issuance costs	(38,103)	-
Repayment of long-term debt	<u>(1,716,652)</u>	<u>(81,540)</u>
Net cash flow from financing activities	<u>(254,755)</u>	<u>(81,540)</u>
CASH FLOW FROM INVESTING ACTIVITIES:		
Purchases of investments	(716,610)	(23,152)
Purchases of land, buildings, and equipment	<u>(796,857)</u>	<u>(233,702)</u>
Net cash flow from investing activities	<u>(1,513,467)</u>	<u>(256,854)</u>
CHANGE IN CASH AND DESIGNATED CASH	1,607,624	469,226
CASH AND DESIGNATED CASH - beginning of year	<u>2,684,645</u>	<u>2,215,419</u>
CASH AND DESIGNATED CASH - end of year	<u>\$ 4,292,269</u>	<u>\$ 2,684,645</u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH FLOW FROM OPERATING ACTIVITIES:		
Change in net assets	\$ 1,432,435	\$ 1,998,557
Adjustments to reconcile change in net assets to net cash flow from operating activities:		
Loss on investments, net	86,653	-
Depreciation and amortization	653,362	614,363
Amortization of debt issuance costs	23,852	20,460
Gain on forgiveness of PPP loan payable	-	(1,892,420)
(Increase) decrease in assets:		
Grants and contracts receivable	(49,686)	(237,979)
Accounts receivable	-	134,875
Prepaid expenses	(172,176)	-
Increase (decrease) in liabilities:		
Accounts payable	(84,224)	20,059
Due to Rochester City School District	(24,601)	100,756
Accrued liabilities	117,297	132,345
Deferred revenue	<u>1,392,934</u>	<u>(83,396)</u>
Net cash flow from operating activities	<u>\$ 3,375,846</u>	<u>\$ 807,620</u>

The accompanying notes are an integral part of these statements.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2022

1. THE SCHOOL

Eugenio Maria de Hostos Charter School (the School) is an independent public school established under the provisions of the New York State Charter School Act of 1998, enacted as Article 56 of the Education Law. The School's initial charter was sponsored by Ibero-American Action League, Inc. (Ibero). Ibero is a New York not-for-profit corporation with a mission to foster the well-being and socio-economic development of the Latino community of Rochester, New York and the surrounding area.

The School is designed to meet the cognitive and affective needs of a specific population of urban elementary students who reside in Rochester, New York. This population includes children of Latino descent and others for whom a strong academic program is most appropriate in order to prepare them to meet and exceed all New York State educational standards.

In its initial year of operation, the 2000-2001 school year, the School provided educational instruction to students in kindergarten through second grade. In June 2020, the School received a renewal of its charter for an additional five years through 2025. This extension provided the School with the authority to increase student levels for its existing grades and to provide instruction through grade twelve. Under the terms of the charter, the School added grade twelve in the 2019-2020 school year.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP).

Financial Reporting

Net assets without donor restrictions include operating resources that are available for use without any donor-imposed restrictions. Board designated net assets are net assets without donor restrictions set aside by the School's Board of Trustees for use at the Board's discretion.

At June 30, 2022 and 2021, all of the School's net assets were without donor restrictions.

Revenue Recognition

Revenue from contracts with students is recognized in the fiscal year in which the academic programs are delivered. The School records per pupil tuition revenue on a per student basis at the students' resident district's allocated rate which is established by New York State (the State). The rate is prorated based on the student's full time equivalent during the academic year. The School recognizes tuition revenue in the period in which it satisfies its performance obligation by providing services to its students.

The School's performance obligation relative to per pupil tuition is to provide instruction for its students over the academic year. These obligations are satisfied over the academic year as these services are provided by the School and received by the student.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue Recognition (Continued)

Payments for per pupil tuition are recognized at the amounts to which the School expects to be entitled, and this transaction price is allocated to the service. Each academic year, the performance obligation is satisfied as the benefit of the services are consumed.

Per pupil tuition is charged to the student's resident district on a bimonthly basis with six payments made during the academic year. The School expects to collect all payments due from the students' resident districts and, therefore, the School has not established an allowance for doubtful accounts.

Cash and Designated Cash

Cash and designated cash include bank demand deposit and money market accounts. The amount in the bank accounts, at times, may exceed federally insured limits. The School has not experienced any losses in these accounts and believes it is not exposed to any significant credit risk with respect to cash and designated cash.

In accordance with New York State Department of Education (NYSED) regulations, the School is required to maintain funds to pay for expenses associated with the potential termination of the School or non-renewal of the School's charter. The School had designated cash totaling \$75,000 at June 30, 2022 and 2021 to satisfy this requirement.

Grants and Contracts Receivable

Grant revenue is recognized as the related costs are incurred. Grants subject to conditions are not recorded as income until those conditions have been met. Amounts received in advance of incurring the related costs are reported as deferred revenue.

The School records an allowance for uncollectible accounts based on historical collection experience and a review of specific amounts outstanding. Accounts are written off against the allowance when uncollectibility becomes known.

Investments

Investments are recorded at fair value, based on quoted market prices.

Investment securities are exposed to various risks, such as interest rate, market, economic conditions, world affairs, and credit risks. Due to the level of risk associated with certain investment securities, it is possible that changes in their values could occur in the near term and such changes could materially affect the net assets of the School.

Fair Value Measurement

GAAP establishes a framework for measuring fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets and liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy are as follows:

- Level 1 - Valuations are based on quoted prices in active markets for identical assets or liabilities that the School has the ability to access. Valuation adjustments are not applied to Level 1 instruments. Since valuations are based on quoted prices that are readily and regularly available in an active market, valuation of these products does not entail a significant degree of judgment.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fair Value Measurement (Continued)

- Level 2 - Valuations are based on quoted prices in markets that are not active or for which all significant inputs are observable, either directly or indirectly.
- Level 3 - Valuations are based on inputs that are unobservable and significant to the overall fair value measurement.

Fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The methods described above may produce a fair value calculation that may not be indicative of net realized value or reflective of future fair values. Furthermore, while the School believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Land, Buildings, and Equipment

Land, buildings, and equipment are stated at cost or fair value at the date of donation. It is the School's policy to capitalize all additions greater than \$5,000 with a useful life in excess of one year. Depreciation is provided using the straight-line method over the estimated useful lives of the related assets, which range from 3 to 39½ years. Leasehold improvements are amortized over the shorter of the assets' estimated useful lives or the remaining lease term.

The School assesses its long-lived assets for impairment when events or circumstances indicate their carrying amounts may not be recoverable. This is accomplished by comparing the expected undiscounted future cash flows of the long-lived assets with the respective carrying amount as of the date of assessment. If the expected undiscounted future cash flows exceed the respective carrying amount as of the date of assessment, the long-lived assets are considered not to be impaired. If the expected undiscounted future cash flows are less than the carrying value, an impairment loss is recognized and measured as the difference between the carrying value and the fair value of the long-lived assets. No impairment of long-lived assets was recognized during the years ended June 30, 2022 and 2021.

Debt Issuance Costs

Debt issuance costs represent costs incurred to obtain long-term debt. These costs are amortized as interest expense on a straight-line basis over the term of the related debt.

Expense Allocations

The financial statements report certain categories of expenses that are attributable to one or more program or supporting functions. Personnel services costs and fringe benefits and payroll taxes are directly charged whenever possible and practicable and otherwise are allocated based on time and effort. Depreciation, insurance, repairs and maintenance, and utilities are allocated based on square footage occupied. Expenses not mentioned above are directly charged to the appropriate function on a transactional basis.

Program Services

Special education expenses represent the cost of educating students with individualized education programs or those receiving special education services in the classroom. Regular education expenses include the costs of all other educational activities.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Donated Services

Volunteers have donated significant amounts of time in support of the School's activities. However, the value of these services is not reflected in the accompanying financial statements, as they do not meet the criteria for recognition as set forth under GAAP.

Income Taxes

The School is exempt from income taxes as a corporation qualified under Section 501(c)(3) of the Internal Revenue Code. The School has also been classified by the Internal Revenue Service as an entity that is not a private foundation.

Comparative Information

The financial statements include certain prior year summarized comparative information in total, but not by functional expense classification. Such information does not include sufficient detail to constitute a presentation in accordance with GAAP. Accordingly, such information should be read in conjunction with the School's financial statements as of and for the year ended June 30, 2021, from which the summarized information was derived.

Estimates

The preparation of financial statements in accordance with GAAP requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

3. LIQUIDITY

The School had financial assets available to meet cash needs for general expenditures one year from the statement of financial position date as follows at June 30:

	<u>2022</u>	<u>2021</u>
Cash	\$ 4,217,269	\$ 2,609,645
Grants and contract receivables	603,868	554,182
Investments	<u>2,685,698</u>	<u>2,055,741</u>
	7,506,835	5,219,568
Less: Board designated net assets	<u>(1,500,000)</u>	<u>(1,500,000)</u>
	<u>\$ 6,006,835</u>	<u>\$ 3,719,568</u>

The School is substantially supported by student enrollment revenue and federal and state grants that are without contractual or donor restrictions. As part of the School's liquidity management, it structures its financial assets to be available as its general expenditures, liabilities, and other obligations come due. Amounts not available for expenditure include amounts set aside for long-term purposes as designated by the Board of Trustees.

The School maintains cash and investments that are readily available for general expenditures. Additionally, the School's ability to meet its cash needs is further dependent, in part, on timely collection of its accounts receivable and grants and contracts receivable. The School's accounts receivable and grants and contracts receivable are due primarily from government funders, such as New York State and various New York central school districts. The School employs procedures specifically designed to collect from these payers as quickly as possible. In the event of unanticipated liquidity needs, the School maintains a line of credit in the amount of \$200,000 that it could utilize.

4. NET ASSETS

The School's Board of Trustees has designated certain net assets without donor restrictions for the following purposes at June 30:

	<u>2022</u>	<u>2021</u>
Campus development	\$ 1,000,000	\$ 1,000,000
Renewal transformation	<u>500,000</u>	<u>500,000</u>
	<u>\$ 1 500 000</u>	<u>\$ 1 500 000</u>

5. CONCENTRATIONS

The School's primary source of funding is obtained from the New York State Department of Education and is reported as public school district revenue in the accompanying statements of activities and change in net assets. This funding is received on a per pupil basis and was approximately 76% of the School's total revenue for both of the years ended June 30, 2022 and 2021.

6. CASH AND DESIGNATED CASH

Cash and designated cash, as reported in the statements of cash flows, consisted of the following at June 30:

	<u>2022</u>	<u>2021</u>
Cash	\$ 4,217,269	\$ 2,609,645
Designated cash	<u>75,000</u>	<u>75,000</u>
	<u>\$ 4 292 269</u>	<u>\$ 2 684 645</u>

7. INVESTMENTS

The School's investments consisted of the following at June 30:

	<u>2022</u>	<u>2021</u>
Cash	\$ 2,215,740	\$ 532,696
Fixed income mutual funds	<u>469,958</u>	<u>1,523,045</u>
	<u>\$ 2 685 698</u>	<u>\$ 2 055 741</u>

The School's fixed income mutual funds were measured at fair value on a recurring basis using Level 1 inputs at June 30, 2022 and 2021.

8. LAND, BUILDINGS, AND EQUIPMENT

Land, buildings, and equipment consisted of the following at June 30:

	<u>2022</u>	<u>2021</u>
Land	\$ 237,000	\$ 237,000
Buildings and improvements	5,394,305	4,597,447
Leasehold improvements	2,178,160	2,178,160
Computers	287,409	287,409
Equipment	<u>206,685</u>	<u>206,685</u>
	8,303,559	7,506,701
Less: Accumulated depreciation and amortization	<u>(3,526,938)</u>	<u>(2,873,575)</u>
	<u>\$ 4,776,621</u>	<u>\$ 4,633,126</u>

Depreciation expense was \$653,358 and \$614,363 for the years ended June 30, 2022 and 2021, respectively.

9. LINE OF CREDIT

The School has line of credit agreement with a bank that provides for borrowings up to \$200,000 that is renewable on an annual basis. Amounts borrowed bear interest at the prime rate plus 1.5% (4.75% at June 30, 2022) and are collateralized by a general lien on substantially all of the School's assets. There were no amounts outstanding at June 30, 2022 and 2021.

10. LONG-TERM DEBT

Composition

Long-term debt consisted of the following at June 30:

	<u>2022</u>	<u>2021</u>
Note payable to a bank requiring monthly payments of \$9,395, including interest at 4.32%, through September 2031, collateralized by the related building.	\$ 1,464,068	\$ -
Note payable to a bank requiring monthly payments of \$4,858, including interest at 4.71%, through 2029, collateralized by the related building.	688,324	713,106
Mortgage payable to a bank repaid during the year ended June 30, 2022.	-	420,646
Mortgage payable to a corporation repaid during the year ended June 30, 2022.	<u>-</u>	<u>1,235,292</u>
	2,152,392	2,369,044
Less: Current portion	(75,572)	(89,072)
Less: Unamortized debt issuance costs	<u>(37,582)</u>	<u>(23,331)</u>
	<u>\$ 2,039,238</u>	<u>\$ 2,256,641</u>

10. LONG-TERM DEBT (Continued)

Principal Repayments

Principal repayments under the terms of these agreements are as follows for the years ending June 30:

2023	\$	75,572
2024		78,802
2025		82,689
2026		86,503
2027		90,492
Thereafter		<u>1,738,334</u>
	\$	<u>2,152,392</u>

Interest

Interest expense incurred and paid under the terms of these agreements were \$107,560 and \$134,588 during the years ended June 30, 2022 and 2021, respectively, and is included in other expenses in the accompanying financial statements. Amortization of debt issuance costs were \$23,852 and \$20,460 during the years ended June 30, 2022 and 2021 respectively, and are also included in other expenses in the accompanying financial statements.

Debt Issuance Costs

Estimated future amortization expense of the debt issuance costs is as follows for the years ending June 30:

2023	\$	10,118
2024		10,118
2025		8,453
2026		7,620
2027		<u>1,273</u>
	\$	<u>37,582</u>

11. PAYCHECK PROTECTION PROGRAM LOAN PAYABLE

In April 2020, the School entered into a Paycheck Protection Program (PPP) loan agreement with a bank under which the School received \$1,892,420. This arrangement included provisions whereby the loan balance would be fully or partially forgiven based on the School's use of the funds, maintenance of its personnel complement, and compliance with certain reporting elements to the bank in accordance with the requirements of the PPP.

During the year ended June 30, 2021, the School received forgiveness of this loan, as acknowledged by the U.S. Small Business Administration and recognized \$1,892,420 as forgiveness of PPP loan payable in the accompanying statement of activities and change in net assets.

12. RETIREMENT PLANS

Retirement Savings Plan

The School sponsors a tax-sheltered annuity 403(b) retirement plan (the Plan) for all salaried, full-time employees who are not participants in the New York State Teachers' Retirement System (TRS). These employees are eligible to participate upon hiring and are immediately vested in the School's contributions. The School makes contributions of 4.5% of the employees' annual salaries. The School recognized expense for contributions to the Plan of \$75,468 and \$103,096 during the years ended June 30, 2022 and 2021, respectively.

New York State Teachers' Retirement System

The School participates in the TRS, a cost sharing multiple employer, defined benefit pension plan. TRS offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death, and disability. TRS is administered by the New York State Teachers' Retirement Board and provides retirement, disability, withdrawal, and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. TRS issues a publicly available financial report that contains financial statements and required supplementary information for the System.

TRS requires employee contributions of 3% of their annual salary for the first 10 years of service for those employees who joined the plan between July 1976 and December 2009. Participants hired between January 1, 2010 and March 31, 2012 are required to contribute 3.5% of their annual salary, and participants hired after April 1, 2012 are required to contribute between 3% and 6% of the annual salary, depending on their reportable salary. Participants hired after January 1, 2010 are required to contribute throughout the active membership in TRS. No employee contribution is required for those hired prior to July 1976. Pursuant to Article 11 of the Education Law, an actuarially determined contribution rate is established annually by the New York State Teachers' Retirement Board. The rate for the years ended June 30, 2022 and 2021 was 9.80% and 9.53% of the annual covered payroll, respectively. The School's required contributions were \$650,935 and \$624,741 for the years ended June 30, 2022 and 2021, respectively.

13. AFFILIATE TRANSACTIONS

The School enters into annual agreements with Ibero in which Ibero provides family service assistance services as a component of a grant agreement between the School and New York State. The School paid recognized expense of approximately \$100,000 and \$155,000 to Ibero for these services during the years ended June 30, 2022 and 2021, respectively. At June 30, 2022 and 2021, the School had amounts due to Ibero of \$6,028 and \$16,666, respectively, related to these services.

14. COMMITMENTS

In June 2019, the School entered into a non-cancellable lease agreement in Rochester, New York to accommodate the School's grades 9 through 12. This lease was effective July 2019 and expires in June 2024. The School has the option to renew the lease for up to three additional terms of five years each. Future minimum lease payments under the terms of this agreement are as follows for the years ending June 30:

2023	\$ 249,492
2024	<u>286,584</u>
	<u>\$ 566,076</u>

Total rent expense under this agreement for the years ended June 30, 2022 and 2021 was approximately \$362,000 and \$241,000, respectively.

15. COVID-19

Elementary and Secondary School Emergency Relief Fund

The Elementary and Secondary School Emergency Relief Fund (ESSER) was established and funded by a number of federal stimulus legislations. ESSER grants were awarded to help schools safely reopen and to sustain their safe operations as the schools addressed the COVID-19 impact on their students.

During the years ended June 30, 2022 and 2021, the School received funds totaling approximately \$1,420,000 and \$403,000, respectively, which has been recorded as a component of federal and state grants on the accompanying statement of activities and change in net assets.

16. SUBSEQUENT EVENTS

Subsequent events have been evaluated through March 28, 2023, which is the date the financial statements were available to be issued.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

March 28, 2023

To the Board of Trustees of
Eugenio Maria de Hostos Charter School:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Eugenio Maria de Hostos Charter School (the School) (a New York not-for-profit corporation), which comprise the statement of financial position as of June 30, 2022 and the related statements of activities and change in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated March 28, 2023.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2022-001 that we consider to be a material weakness.

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(Continued)

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

(Continued)

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Organization's Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the School's response to the finding identified in our audit and described in the accompanying schedule of findings and questioned costs. The School's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Bonadio & Co., LLP

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

March 28, 2023

To the Board of Trustees of
Eugenio Maria de Hostos Charter School:

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Eugenio Maria de Hostos Charter School's (the School) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2022. The School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

(Continued)

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

(Continued)

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Bonadio & Co., LLP

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2022

<u>Federal Grantor/Pass Through Grantor/Program Title</u>	<u>Contract Numbers</u>	<u>Assistance Listing Number</u>	<u>Total</u>
U.S. Department of Education:			
Passed through New York State Department of Education - Twenty-First Century Community Learning Centers	0187-22-7035	84.287	\$ 791,974
Education Stabilization Fund - COVID-19 - Elementary and Secondary School Emergency Relief (ESSER) Fund	5880-21-4055	84.425U	849,988
COVID-19 - Elementary and Secondary School Emergency Relief (ESSER) Fund	5218-21-4055	84.425W	4,050
COVID-19 - Elementary and Secondary School Emergency Relief (ESSER) Fund	5891-21-4055	84.425D	565,714
Total Education Stabilization Fund			1,419,752
Title I Grants to Local Education Agencies (LEA)	0021-22-4055	84.010	510,130
Supporting Effective Instruction State Grant Title II	0147-21-4055	84.367	59,544
Student Support and Academic Enrichment Grant Title IV	0204-21-4055	84.424	32,326
English Language Acquisition State Grants Title III	0293-21-4055	84.365	9,952
Total U.S. Department of Education			2,823,678
U.S. Department of Agriculture:			
Passed through New York State Department of Education - Child Nutrition Cluster:			
School Breakfast Program	N/A	10.553	210,776
National School Lunch Program	N/A	10.555	432,654
National School Lunch Program	N/A	10.555	136,429
Total National School Lunch Program			569,083
Total Child Nutrition Cluster			779,859
Passed through New York State Department of Health - Child and Adult Care Food Program (CACFP)	N/A	10.558	35,625
Total U.S. Department of Agriculture			815,484
Federal Communications Commission:			
COVID-19 - Emergency Connectivity Fund Program	N/A	32.009	346,000
Total Federal Communications Commission			346,000
			\$ 3,985,162

The accompanying notes are an integral part of this schedule.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2022

1. GENERAL

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) presents the activity of all federal award programs of Eugenio Maria de Hostos Charter School (the School) for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to, and does not, present the financial position, activity, and change in net assets of the School.

2. BASIS OF ACCOUNTING

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. INDIRECT COST RATE

The School has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2022

A. SUMMARY OF AUDITOR'S RESULTS

1. The Independent Auditor's Report expresses an unmodified opinion on whether the financial statements of Eugenio Maria de Hostos Charter School (the School) are presented in accordance with accounting principles generally accepted in the United States of America.
2. One material weakness in internal control related to the audit of the School's financial statements are reported in the Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of the School, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies or material weaknesses related to the audit of the major federal award programs are reported in the Independent Auditor's Report on Compliance For Each Major Federal Program and on Internal Control Over Compliance Required by the Uniform Guidance.
5. The Independent Auditor's Report on Compliance for Each Major Program expresses an unmodified opinion.
6. There were no audit findings required to be reported in accordance with Section 200.516(a) of the Uniform Guidance.
7. The programs tested as major programs were:
 - U.S. Department of Education:
 - ALN 84.425D Elementary and Secondary School Emergency Relief (ESSER) Fund
 - ALN 84.425U Elementary and Secondary School Emergency Relief (ARP ESSER) Fund
 - ALN 84.425W Elementary and Secondary School Emergency Relief (ARP ESSER) Fund
8. The threshold for distinguishing between Types A and B programs was \$750,000.
9. The School was determined to be a low-risk auditee.

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)
FOR THE YEAR ENDED JUNE 30, 2022**

B. FINDINGS - FINANCIAL STATEMENT AUDIT

Finding 2022-001

Condition

As part of the June 30, 2022 audit process, there were a significant number of general ledger accounts that were not reconciled until months after the end of the fiscal year.

Criteria

The School's financial statements, including interim internal financial reporting, should be prepared on a timely basis.

Cause

The School experienced turnover in its CFO position.

Effect

The lack of timely financial reporting does not provide the Board of Trustees and management with the requisite information to properly govern and manage the School.

Recommendation

We recommend the School reengage its previous consultants to assist the School's Finance Manager with the monthly general ledger closing process.

Views of Responsible Officials and Planned Corrective Actions

Management agrees with this recommendation and has reengaged the previous consultants to assist in the monthly general ledger closing process.

C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAM

None.

**D. SCHEDULE OF THE STATUS OF PRIOR YEAR AUDIT FINDINGS, QUESTIONED COSTS,
AND RECOMMENDATIONS**

None.

Corrective Action Plan

March 28, 2023

Eugenio Maria de Hostos Charter School respectfully submits the following corrective action plan for the year ending June 30, 2022.

Name and address of independent public accounting firm:

Bonadio & Co., LLP
171 Sully's Trail
Pittsford, NY 14534

Audit Period: July 1, 2021 – June 30, 2022

Finding – Financial Statement Audit

Material Weakness

Finding: 2022-001:

As part of the June 30, 2022 audit process, there were a significant number of general ledger accounts that were not reconciled until months after the end of the fiscal year.

Recommendation: The auditors recommended that the School reengage our previous consultants to assist the School's Finance Manager with the monthly general ledger closing process.

Action Taken: Management agrees with their recommendation and has reengaged our previous consultants to assist in the monthly general ledger closing process. Sandra Chevalier-Blackman, CEO, will assume responsibility for the implementation by June 30, 2022.

If the US Department of Education has questions regarding this plan, please call Sandra Chevalier-Blackman at (585) 544-6170.

Sincerely yours,



Sandra Chevalier-Blackman
CEO



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BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, July 27, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, , Dr. Miriam Vázquez, Eugenio Marlin, Miguel Meléndez, and Robert Frasier.

Board Members Present Virtually:

Angélica Pérez-Delgado and DeAnna Harris.

Board Member Absent:

Ray Ciccarelli

School Staff Present:

Sandra Chevalier-Blackman, Dr. Florencio Del Valle, Dr. Sabrina Nudo, Matt Kleehammer, John Harris, Kimberly Johnson, and Wanda Adames.

MISSION MOMENT:

No mission moment.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT

- **Open Meeting Law:** Mr. Vázquez shared information presented to the school by SUNY about applying the Open Meeting Law for committee meetings. The Open Meeting Law only applies if committees make decisions on behalf of the board. If this is so, then the committees will need to meet in person. EMHCS committees do not make decisions on behalf of the board.

Vázquez called for a motion for committee meetings to be conducted virtually. Dr. DeJesús-Rueff moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

Walker suggested that the Finance Committee meeting continues in person since it occurs right before the board meeting. The Finance Committee will remain in person while all other committee meetings will meet virtually.

- **Board Retreat:** The board retreat will be on Tuesday, August 24th, from 5:30 – 7:30 pm. During the board retreat, the CEO goals and processes and the smart committee goals are due and will be discussed. Mr. Vázquez informed the committee chairs to come prepared to discuss their 2021-2022 smart goals. The board retreat time will be extended past 7:30 pm to accommodate both discussions. The next board retreat will take place in September or October. Dr. Vázquez will provide the committee chair with their 2020-2021 smart goals for them to reference.

CEO REPORT

Benchmark 2C Organizational Capacity:

Enrollment: The school ended the school year with an enrollment of 941 students.

K-8 Summer Learning Attendance & Enrollment: The school was expecting 373 students to attend the summer learning program. One hundred seventy-one students are currently enrolled in the summer learning program. The total percentage of attendance is averaging 60% per day.

9-12 Summer Learning Attendance & Enrollment: Forty students are enrolled in the high school summer school program. The total percentage of attendance is 79% per day.

Report Cards: Dr. Nudo shared report cards results for grades K-12. Concerns were expressed regarding the downward trajectory for the middle school and overall learning gaps caused by the pandemic. The staff will share the academic plan addressing these issues at the next board meeting.

Students were assessed at the beginning of the summer learning program and are currently being assessed this week. Dr. Nudo will share the results of the assessments at next month's board meeting.

- **Extended Learning Updates**

Before-School & After-School Programming: There are currently 17 students enrolled in the before-school program with 94% attendance daily. There are currently 44 students enrolled in the after-school program, with 96% attendance daily. There are five components of the ELT programs that all students receive in the summer fun program.

The five components are arts, health and wellness, character education, physical activities, and academic skill-building. Students are submerged in different enrichment activities every day.

Mr. Alexander, ELT Coordinator, is working with community partners to obtain an arts and music program for the Fall. The arts program through Nydia Padilla and the music with the Eastman School of Music. The drumming program will return to EMHCS in the Fall. There were recommendations for Mr. Alexander to look into "The Avenue Blackbox Theatre" located on Joseph Avenue for drama opportunities for the school.

- **Operation Updates**

Reopening Plan Fall 2021: The first ReOpening Committee was a success. The committee consists of 12 staff and one parent. The next meeting will be on Thursday, July 29th. Parents will be surveyed to see if they wish to have their child attend school in person. The survey will go out on Monday, August 2nd. The 2021-2022 reopening will be similar to last year. The reopening plans will be completed by August.

Joseph Campus Renovation: Middle school renovations are underway and will be completed on time except for some lighting that is on backorder.

Vaccinations: 59% of staff are currently vaccinated as of June 22nd. Ms. Rivera is working with the Charter School Institute and other community partners in hosting pop-up clinics for the end of August.

Mr. Meléndez suggested hosting a clinic that will target high school students due to the increasing delta variant amongst the young Hispanic community. The plan is to send permission slips home to parents to allow for the student to get vaccinated.

CEO Updates

EMHCS will be visiting La Marketa on Thursday – July 29th, August 8th, August 12th, and August 22nd from 5:00 – 7:00 pm for recruitment purposes.

Fundraising Committee

- Sent 11 invites to participate in the gala planning
- Ms. Blackman will visit Casa Larga on Thursday, July 29th, for possible venue space.
- 35 capital campaign letters were mailed, and 48 were emailed

The Gala Planning Committee will meet on Wednesday, August 11th. Ms. Blackman met with Mr. Otero and Mr. Benitez from RIT for collaborative initiatives for the high school.

Lead Peak Performance will be providing services to Ms. Blackman for CEO mentorship and assisting with revamping the leadership surveys.

Ms. Blackman was invited by Dr. Ramos to participate in the District Superintendents training focused on curriculum and education law updates.

Three-Day Summer Leadership Retreat: Topics of discussion were safety and operations, accountability, and team building. The next retreat will be on August 5th to discuss the final evaluation, pre, and post-conference templates, and discuss the walk-through tool.

The elementary school has one opening, the middle school is 100% staffed, and the high school has eight openings. Interviews continue, and offers are being made.

Grant Updates

Approved/Received:

- Kajeet Digital Inclusion Grant: 20 free SmartSpots and free data for one year
- T-Mobile 10 million: An offer for cheaper hotspot data for one year
- \$36 185.28 worth of free PPE and cleaning supplies from Amazon Business
- Donors choose update: Submitted: \$23,822.67. Funded: \$14,371.78
- Two \$1,000 donations for the Fitness Center
- \$200 donation through FaceBook from Network for Good

Submitted:

NYSED ARP Act proposal for \$3,250,246

NYSED CRRSA proposal for \$1,446,172

In Progress:

Title I, II, III, and IV, NYSED Grant Applications, are due on August 31st

21st Century Grant Application for Round 8 for the ELT and FSA program will be announced soon

ACADEMIC COMMITTEE

The Academic Committee met on Tuesday, July 20th. The implementation review summaries and the work plan draft were discussed. During the next academic committee meeting, the Bilingual Framework and the schedule will be discussed.

Dr. DeJesús-Rueff presented the Data Dashboard Calendar and the Assessment Calendar for approval. Mr. Vázquez called for a motion to approve the data dashboard and the assessment calendar for the 2021-2022 school year. Mr. Marlin moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

It was shared that EL Education is going through some transitions; now, EMHCS currently doesn't have a school designer. The school designer must meet the needs of the school and must be in place before September.

The high school summer graduation ceremony is scheduled for Friday, August 13th.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The finance committee met before the board meeting and reviewed the financial reports with Dr. Del Valle. Other topics of discussion during the Finance Committee were the refinancing of the Zimbrich Campus loan closing through M&T Bank and the Joseph Campus payoff. Dates will be set for the pre-audit meeting that will take place in August. Dr. Del Valle reviewed the financial statements at the end of the school fiscal year, June 30th, 2021. Please see the attached statements.

ACTION ITEMS

June's board meeting minutes were presented for approval. Ms. Walker had two corrections. The first correction is under the CFO report 2nd paragraph, the last sentence should read "after discussion the Finance Committee held to recognize to pay off the Joseph property loan to the

board forward." The 2nd correction under the ARP loan should read \$3,247,897 (should read millions and not thousands).

Mr. Vázquez called for a motion to accept June's minutes. Dr. DeJesús-Rueff moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

COMMITTEES

Personnel Committee

- **Parental Family Leave Policy (PFL):** The NYS Paid Family Leave in the education setting disrupts the education process. It is difficult for the school to find substitute teachers when staff uses their PFL days on sporadic and not consecutive days. The school's other option is to offer another benefit that will be more attractive for eligible staff to take their 12 weeks consecutively. This new benefit will enable the school to find long-term substitutes without disrupting instructional time. Instructional staff (staff that has direct contact with students) will be eligible for this new benefit. The new benefit will allow qualified staff to take 12 consecutive weeks while obtaining their full pay but must attain eligibility for the NY Paid Family Leave first. The school will then get credited 67% of the employee's daily wage. The cost to the school will be approximately \$10,000 per employee that uses this benefit.

Ms. Walker suggested that the policy has clear language regarding eligibility to ensure that staff knows that they have one option: the NY Paid Family Leave or the school's Parental Leave Policy.

Mr. Vázquez called for a motion to accept the EMHCS Parental Leave Policy with the revised language on eligibility as recommended. Mr. Marlin moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

- **Organizational Structure:** Ms. Blackman presented a change to the organizational structure where an elementary assistant principal (AP) position will be eliminated, and the budget savings used to create a new position. The new position, Director of School Leadership and Accountability, will directly supervise principals and oversee the accountability piece of the job. Currently, Dr. Nudo is holding this position as well as concentrating on academics and assessments. Dr. Vazquez expressed concerns regarding the elimination of the AP position. The AP positions and the social worker positions were created to ensure that students' social-emotional needs are being met. If APs are stretched too thin, they are constantly reacting to situations versus focusing on prevention and addressing students' needs.

Mr. Vázquez called for a motion to accept the new organizational chart. Dr. DeJesús-Rueff moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

- **Streamlining of Templates:** Templates and rubrics have been revised for school leaders, teaching staff, and non-instructional staff. Everyone at the school currently has a job posting, job description, evaluation template, and rubric.

Ms. Walker expressed gratitude to Ms. Blackman and the staff for a job well done in creating the evaluation templates and rubrics for the entire school.

The next Personnel Committee meeting will be on Wednesday, August 18th. The committee will be reviewing any changes to the employee handbook.

Building Committee

The building committee met on Tuesday, July 20th. The church tenants have begun to pay rent. They haven't paid rent in over a year.

- **Joseph Campus:** The construction at the Joseph Campus is wrapping up constructions – light fixtures are on backorder.
- **Smart Goals:** The committee is working on the smart goals for the new school year and will be presented during the Board Retreat.
- **Roof Repair at Zimbrich Campus:** Mr. Meléndez informed the entire board that the Zimbrich Campus roof requires immediate repair. He is recommending that the whole roof be done instead of fixing it by sections. The school has continuously patched the roof and is now in need of a complete repair. The school has received quotes from 2 vendors and is waiting on a third. Mr. Meléndez shared the cost of the roof will be significant.
- **Conditions Report:** The conditions report will be performed at the Zimbrich Campus next week.

Fundraising Committee:

Campaign letters have been mailed. During the Fundraising Committee meeting, it was suggested that the school host a Gala for October of 2022. Ms. Blackman will be visiting a possible venue (Casa Larga) on Thursday, July 29th. There is a scheduled Gala planning meeting for August.

Nominating Committee:

No updates.

Old Business

No old business.

New Business

No new business.

ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked to adjourn the meeting. Ms. Walker 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, August 31st, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Angélica Pérez-Delgado', written in a cursive style.

Angélica Pérez-Delgado
Board Secretary



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SPECIAL BOARD OF TRUSTEES MEETING

The Eugenio María de Hostos Charter School Board of Trustees met in person on Monday, August 2, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:15 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Dr. Miriam Vázquez, Eugenio Marlin, and Miguel Meléndez.

Board Members Present Virtually Able to Vote:

Angélica Pérez-Delgado, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, and DeAnna Harris.

Board Member Present Virtually Unable to Vote:

Robert Frasier

School Staff Present:

Sandra Chevalier-Blackman, Matt Kleehammer, John Harris, and Wanda Adames.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT

Mr. Vázquez requested that the school create a calendar of all the documents that need voting every year to present during July's board meeting to ensure the policies are in place for the new school year.

EMHCS School Safety Plan

The EMHCS School's Safety Plan is the same as in previous years. There are two updates for the 2021-2022 school year:

- **1st Update:** at the top of page 3 – the 1st bullet “statue requires that four of the twelve drills be lock-down drills.” During COVID, the school was required to do 20.
- **2nd Update:** Page 5, Section G – letters “e” and “f” have been added to the roles and responsibilities of the Chief Emergency Officer. Below is what each letter state:
 - **Section E** – states, “assist in the selection of security-related technology and development of procedures for the use of such technology.”

- **Section F** – states, “coordinate appropriate safety, security, and emergency training for school staff included required training in the emergency response plan.”

EMHCS contracts their school security services through Blackhawk Security.

ACTION ITEMS

Mr. Vázquez called for a motion to approve the EMHCS School Safety Plan. Mr. Marlin moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

Mr. Vázquez called for a motion to re-appoint Mr. John Harris as EMHCS Chief Emergency Officer. Ms. Walker moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

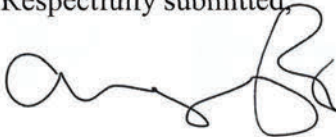
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked to adjourn the meeting. Ms. Walker moved the motion, and Dr. Vázquez seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will take place on Tuesday, August 31st, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', with a stylized flourish at the end.

Angélica Pérez-Delgado
Board Secretary



Believe, Achieve, Succeed

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, August 31, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:35 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Dr. Miriam Vázquez, Eugenio Marlin, Angélica Pérez-Delgado, and Robert Frasier Jr.

Board Members Present Virtually:

Dr. Marcia DeJesús-Rueff and Ray Ciccarelli.

Board Member Absent:

Miguel Melendez and DeAnna Harris.

School Staff Present:

Sandra Chevalier-Blackman, Dr. Florencio Del Valle, Leslie Rivera, John Harris, Matt Kleehammer, Maria Petrella, Robert Zimmerli, Wellinthon Muñoz, Damaris Saltares, and Wanda Adames.

MISSION MOMENT:

The mission moment was brought to us by the summer institute. Collaboration between Dr. Nudo and Ms. Johnson.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT

- **Board Retreat:** Board retreat was held on August 24th with great participation. There were two items of discussion:
 - 1st item: The board discussed the CEO – Ms. Chevalier Blackman’s 6-month review.
 - 2nd item: The next board retreat is on Tuesday, September 14th at 5:00 pm via Zoom. The board will review the board’s strategic plan for the 2021-2022 school year.

CEO REPORT

Benchmark 2C Organization Capacity:

Current Projection for September: The school currently has an enrollment of 962 students. The school is projecting an enrollment of 992 for September.

K-8 Summer School:

Average Daily Attendance for 2021 Summer Institute

- The lowest average attendance was from incoming 6th graders and the highest was from incoming 7th graders.

K-8 Summer School:

Writing

- Summer School Data for writing was presented. Students were given pre and post-assessments. There was significant growth from incoming kinder, 1st, 2nd, 3rd, 6th, 7th, and 8th graders. The 4th and 5th-grade students did not show significant growth.

Math

- Summer School Data for math was presented. Students were given pre and post-assessments. There was significant growth from 3rd – 8th grades. Incoming kinder, 1st and 2nd-grade students did not show significant growth.

9-12 Summer School:

Average Daily Attendance for Summer School

- The attendance average is from 64% to 82% over 6 weeks.

Summer School Final Grades

- The data for English II, English III, Capstone, US History, PIG/Economics, Algebra I, Geometry, and PE was shared. The subjects that showed the highest grades for exceeding standards were English III, Capstone, US History, and PE.

Summer Graduation 2021

- 11 students were enrolled in summer school. The high school graduated 8 students over the summer. The high school graduation rate for 2020-2021 is 82%.

Summer Enrichment Institute:

Pluses for providing Summer Enrichment:

- Graduated 8 students at the high school
- Summer enrichment provided students with a full day of summer with academics in the morning and the ELT in the afternoon
- 171 students attended the summer institute

Deltas (improvement) for providing Summer Enrichment:

- Inconsistent attendance
- Inconsistent implementation of K-8 curriculum
- Not Budget Friendly

- Data source measures were not consistent between grade levels – rubrics were not consistent.

Ms. Chevalier Blackman recommended that we begin to think about how next year's summer institute/school will look like. She suggested providing summer school at the high school to allow students to gain credit recovery to graduate and from grades K-8 to target specific grade levels according to their greatest needs.

Further discussion of the summer institute/school program will continue at the Academic Committee meetings. Dr. DeJesús-Rueff requested that the rubrics that are being used by the teachers be reviewed for consistency and level of rigor.

Bilingual Education Framework:

K-12 Bilingual Framework

“The **EMHCS Dual Language program** promotes **bilingualism** and **biliteracy**, **grade-level academic achievement**, and **cross-cultural competence** in **all** students. Students **maintain their native language** while **adding another language**, and they develop **pride in their own culture** while developing an **understanding and respect of others.**”

- **The bilingual framework will consist of 3 components:**
 - **K-2 Dual Language Program - Student**
 - Students will receive literacy in their dominant language
 - Students receive new language learning every day
 - Students receive content (math, science, and social studies)
 - Students can use either language each day
 - **K-2 Dual Language Program – Teacher**
 - Standalone classrooms w/50% of class students English dominant and 50% Spanish dominant
 - Teacher teaches literacy (English or Spanish)
 - The teacher teaches content and morning circles in Spanish and English alternating days
 - Teachers must stick to the language of the day for instruction.
 - **3-12 Spanish Language Program**
 - **Two pathways for language acquisition for students:**
 - **Spanish Language Arts:** students who have been in our school since kindergarten, who are performing at grade level in Spanish, and or who are native speakers.
 - **World Language Spanish:** students that are new to the school or that lack the foundational skills in Spanish
 - Students will be taught Spanish for a minimum of 50 minutes daily.
 - **Seal of Biliteracy**
 - The goal of EMHCS is to have 75% or more students earning the Seal of Biliteracy yearly.
 - There will be pathway certificates for students in grades kindergarten, 3rd, 6th, and 8th grade.



- Seal of Biliteracy culminating project in English and Spanish to be on a social justice issue in the present day.

Vaccine and Back to School Event: The school had a successful vaccine clinic on Saturday, August 21st. Approximately 69 people were vaccinated.

Extended Learning Updates

Summer Program Attendance:

- 133 Students enrolled in the summer enrichment program with roughly 80% of students attending daily.
- Planning meetings have begun for the submission of round 8 for the 21st CCLC grant. The school is awaiting the RFP release.
- The before-school program starts on the 1st day of school, September 8th, and the after-school program will begin on October 4th.

Operation Updates:

- **Reopening Committee:** the ReOpening Plan is completed and the school is planning for 100% in-person instruction for all students.
- **Vaccination:**
 - 68% of staff are vaccinated
 - Ms. Chevalier Blackman and Ms. Martinez are working collaboratively with legal guidance in creating a Vaccination Policy to present to the Personnel Committee for approval.
 - Everyone must wear a mask at all times
 - Who will pay for COVID testing in case of staff does not want to get vaccinated?
 - There are concerns if the governor mandates vaccination – how will the school proceed?
 - What will happen if staff refuses to get vaccinated and how that will impact the school?
 - Mr. Vázquez suggested that when the policy is created to make a special board meeting to review and vote on a Vaccination Policy. The in-person meeting will be on Tuesday, September 7th at 5:00 pm.
- **Middle School Renovations**
 - The renovations at the Joseph Campus have been completed.
 - The fitness center equipment will be delivered on Thursday, September 2nd.

CEO Updates:

Human Resources

- 25 staff members left EMHCS due to various reasons
- 26 staff members have been hired
 - **Openings:** ES 6th grade teachers, MS math instructional coach, HS art teacher, HS intervention teacher, HS math/science teacher, and HS instructional coach
- The K-12 Leadership had a follow-up retreat on Aug 5th to discuss report cards, walkthroughs/observations, and final evaluations



Grants Updates:

Approved/Received:

- Donors Choose update: Submitted: \$26,066.02. Funded: \$17,845.35
- CSP Grant: \$49,500 for expenses in July 1, 2020-September 30, 2020 directly related to COVID (PPE, hotspot data, and Magic Cleaning)
- CACFP (Food Program): \$5,884.77 to reimburse costs from 12/27/20 - 9/30/21

Submitted:

- NYSED ARP Act Proposal for \$3,250,246 (submitted 8/19)
- NYSED ESSA Title Fund Survey (submitted 8/19)
- eRate Emergency Connectedness Grant: \$402,980.05 for 1,000 Chromebooks and internet charges

Donations: Capital Campaign - Fitness Center- School

- Wegman donation for \$150 for breakfast for staff
- Blackhawk Security Service donation for \$ 225 for continental breakfast for 8/23
- Joe Klein \$250- Frank Scama \$ 250 –Jane Scura \$250
- Bookbags Donation for the Kick-Off event

Technology: Cyber Security Updates

Chromebook Insurance

- The school insured 1,080 Chromebooks costing them \$13,791.60 for 9 months last school year. The school received \$7,180.00 from parents.
- The coverage covered theft and accidental damage.
- EMHCS has been identified as high risk – the school was only provided with a 1-year option with the existing provider.
- The new quote for Chromebook coverage is \$20,444.82 for 1 year - \$18.93 per device.
- The school will be charging parents \$20.00 for each student's Chromebook.
- Mr. Kleehammer shared for future quotes to proceed with a 3-year plan rather than 1. The upfront cost will be higher but the school will save throughout the 3 years.
- The school currently does not have Chromebook insurance as the last policy expired on June 30, 2021.

Claims

- There have been 256 total claims – averaging 1 claim a day.
- The school has or will be receiving cash settlements for the Chromebooks the repair company can't fix for a total of \$4,750.
- Mr. Kleehammer shared that the theft coverage the school paid for was not worth it as students not returning their Chromebooks to the school is not the definition of theft.
- If the Chromebook was stolen from the student, a police report is needed to file a claim with the insurance company.

Dr. DeJesús-Rueff suggested to Mr. Kleehammer to add a section on the insurance fee form an option for parents to donate extra money to cover another child's fee.

Dr. Del Valle stated that board approval is needed to obtain the new school year insurance because the amount exceeds \$20,000.



Mr. Kleehammer presented the Chromebook Insurance that was quoted a couple of months ago and will call for an updated quote for the 2021-2022 school year.

Mr. Vázquez called for a motion for Mr. Kleehammer to request a quote and obtain Chromebook insurance. Mr. Marlin moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved. Ms. Walker abstained.

EMHCS Update on Technology Infrastructure:

- **WiFi Network Apps & Firewall**
- **Internet**
 - was upgraded from 500Mb cable connection to 1000Mb fiber connection
 - the internet at Joseph is completely reliable upon Zimbrich. If Zimbrich's internet goes down – the Joseph Campus goes down.
 - Mr. Kleehammer wants to add a separate dedicated connection at Joseph
 - The current pricing is cheaper to run a dedicated connection, but the school is currently in a contract.
- **Cybersecurity – Ed Law 2d**
 - The Ed Law 2d is designed to protect the unauthorized release of personally identifiable information (PII) of staff and students.
 - The Ed Law 2d applies to the school and any third-party contractor/vendor that our school enters into agreements with.
 - This law states that every school must name a DPO – Data Protection Officer. The DPO is charged with ensuring that the data (PII specifically) of staff, students, and families are handled correctly.
 - The DPO of EMHCS is Mr. John Harris.
 - Ed Law 2d recommends schools use the NIST standards for cybersecurity as a framework.
 - Ms. Pérez-Delgado suggested for Mr. Kleehammer acquire an IT company that may assist.
 - Schools had to be compliant by July 1, 2020.

Academic Committee

Dr. DeJesus-Rueff created a tool for walkthroughs for the academic committee. She would like to see other board members participate in the walkthroughs.

Theory of Action for the 2021-2022 School Year – 3 Components:

- **Student Engagement:** are students doing what they need to do? Are they participating in class?
- **How rigorous is the task?**
- **How are students talking with each other about the work as opposed to a teacher-dominated classroom?**

A student acquiring these 3 elements can learn more and obtain better test scores. Professional development and coaching should focus on these 3 elements for the new school year.



Mr. Ciccarelli suggested that Dr. DeJesús-Rueff create the walkthrough schedule ahead of time to ensure board members can participate.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The finance committee met before the board meeting and reviewed the financial reports as of July 31st with Dr. Del Valle. Dr. Del Valle reported the completion of the refinancing of the Zimbrich property loan through M&T Bank. The loan closing occurred today. The committee considered two items and recommended them for board approval – a new roof at the Zimbrich Campus and the other to renew the annual contract with IBERO – Family Service Assistance (FSA).

In addition, the finance committee voted to set up a separate account for the fundraising and Gala funds. Also, Mr. Ciccarelli suggested that the board consider moving some funds from the Schwab Money Market Account to the Income Fund of America. The finance committee will be reviewing the investments during September's Finance Committee meeting. The meeting will begin at 4:30 pm instead of the usual 5:00 pm.

Zimbrich Campus - Roof Proposal:

The roof at the Zimbrich Campus has been patched or repaired on a total of 6 different occasions from 2018 to and present. The rain has caused significant damage to the lower level of the school. The school acquired 3 quotes and the building committee is recommending Finger Lakes Service Group for \$259,700 because of their great track record, professionalism, and attention to detail. The school will receive a 20-year warranty; with a 2-year personal warranty through the company. The time frame it will take to complete the task is from March through June 2022. The instructional program will not be interrupted during this time.

Mr. Vázquez called for a motion to approve the roof proposal through Finger Lakes Service Group. Ms. Pérez-Delgado moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

Mr. Vázquez called for a motion to approve the IBERO FSA contract for 2021-2022. Mr. Marlin moved the motion, and Dr. Vázquez seconded. The motion was approved unanimously. Ms. Pérez-Delgado abstained from voting as she is the President & CEO of IBERO.

Mr. Ciccarelli called for a motion for the fundraising funds to be placed in a Schwab account but to purchase a short-term bond portfolio (keeping a separate account) so the school can receive some return for the funds until needed. Dr. Vázquez moved the motion, and Mr. Marlin seconded. The motion was approved unanimously.

Mr. Ciccarelli moved the motion to take \$500,000 that is currently in a money market at Schwab and put it into an Income Fund America which is a diversified balanced fund to add equity to the EMHCS portfolio. Ms. Pérez-Delgado seconded. The motion was approved unanimously.



ACTION ITEMS

July's board meeting minutes were presented for approval. Mr. Vázquez called for a motion to accept July's minutes. Mr. Marlin moved the motion, and Ms. Pérez-Delgado seconded. The motion was approved unanimously.

August's special board meeting minutes were presented for approval. Mr. Vázquez called for a motion to accept August's minutes. Ms. Perez-Delgado moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

Committees:

Governance Committee

The governance committee will be meeting on Thursday, September 2nd.

Building Committee

The committee spoke on the following two items:

- The purchase of the Joseph Avenue property at the corner of Zimbrich
 - Updated – EMHCS closed on the property on Monday, August 30th.
- The roofing proposal
- The committee is still waiting on the Conditions Report for the Zimbrich Campus.

Fundraising Committee

EMHCS currently has received \$215,000 towards the Capital Campaign. The school will be hosting a Gala at Casa Larga on Friday, October 7th from 6:00 pm – 10:00 pm. In the September board meeting, more information will be shared as to how the board can support that initiative. The goal of the gala is to collect \$40,000 net. The committee wishes to have a yearly gala to assist with paying for 50% of the new construction at the Joseph Campus. Mr. Ciccarelli will reach out to Ms. Adames to schedule the next fundraising committee for September.

Mr. Ciccarelli suggested that each board member contributes at least \$1,000 over 4 years (\$250 each year) to the capital campaign.

Ms. Chevalier Blackman shared that on September 7th she will introduce the goal of the capital campaign and ask staff to participate with the goal of having 100% of staff donating.

Personnel Committee

The personnel committee met to discuss the following 3 items:

- Family Leave Update: The plan approved by the board was shared with the staff. Instructional staff currently using the policy were pleased with the option.
- Employee Handbook – No need to approve at this time since the new changes and additions were already approved by the board. There are a couple more policies that need to be included but are not currently ready for board approval at this time. As soon as completed and reviewed by attorney, they will be presented to the board for approval.
- Teacher Certifications – uncertified teachers were asked to make a plan on how and when they will get their certifications. All the teachers in question have submitted a plan to Ms. Martinez.

Old Business

No old business.

New Business

No new business.

Executive Session

Mr. Vázquez requested a motion to go into Executive Session. Ms. Walker moved the motion, and Mr. Marlin seconded. The motion was approved unanimously. During executive session the board finalized the memo for the CEO's six month review. With no more business to discuss, Mr. Vázquez requested a motion to adjourn the executive session. Mr. Ciccarelli moved the motion and Ms. Walker seconded.

ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked to adjourn the meeting. Mr. marlin moved the motion, and Ms. Walker seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will take place on Tuesday, September 28th, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', with a stylized flourish at the end.

Angélica Pérez-Delgado
Board Secretary



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SPECIAL BOARD OF TRUSTEES MEETING

The Eugenio María de Hostos Charter School Board of Trustees met in person on Tuesday, September 7, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:11 pm. A quorum was established.

Board Members Present In-Person:

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

Board Members Present Virtual:

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

Board Members Absent:

Miguel Meléndez, DeAnna Harris and Robert Frasier Jr.

School Staff Present:

Sandra Chevalier-Blackman, John Harris, Zory Martinez-Allocco, Damaris Saltares, Robert Zimmerli, Wellinthon Muñoz, and Wanda Adames.

PUBLIC INPUT

No public input.

COVID-19 Vaccination Policy

Ms. Chevalier Blackman read the draft of the EMHCS COVID-19 Vaccination Policy to the board. The policy states as follows:

"EMHCS will require all staff to receive the COVID-19 vaccine or provide negative testing results on a weekly basis. All staff vaccinated or not must wear an approved face-covering mask inside our school buildings. The mask must cover the mouth and nose. A face-covering mask outside the building is optional. To establish that they have received a vaccination, employees may present written evidence of immunization from the designated site or from another authorized healthcare provider." The policy also included disability (medical) and religious accommodation for staff that can't get vaccinated.

Ms. Walker suggested clarification within the policy to ensure that the following questions are clear to staff:

- Who will be required to vaccinate?
- Who will need to submit a negative test result?



The policy should include the language: "EMHCS will require all staff to receive the COVID-19 vaccination unless the staff member falls under the disability (medical) and religious accommodation; if the staff member is exempt, they must provide a negative COVID-19 test result." The staff member must submit a written medical or religious exemption letter to the school. A church leader must write a religious exemption letter.

Ms. Martinez-Allocco will speak with legal to ensure the correct language is added to the policy. Ms. Pérez-Delgado suggested that the school look at other schools' exemption language on their policy to receive guidance.

Monroe County will be providing test kits to all the schools for onsite testing. Approved sample onsite COVID-19 testing permission letters were shared with the school to provide to families. Staff and students will be randomly tested.

The school is seeking that all eligible staff is fully vaccinated no later than January 3, 2022. The board wishes for the 1st dose to be administered no later than 30 days of the policy being shared with staff and fully vaccinated no later than November 1. The policy should also state that staff not fully vaccinated will continue weekly COVID-19 testing until they become fully vaccinated.

ACTION ITEMS

Mr. Vázquez called for a motion to approve the EMHCS COVID-19 Vaccination Policy. Mr. Marlin moved the motion, and Dr. DeJesús-Rueff seconded. The motion was approved unanimously.

ADJOURNMENT

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

NEXT MEETING:

The next Board Meeting will take place on Tuesday, September 28th, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', with a stylized flourish at the end.

Angélica Pérez-Delgado
Board Secretary



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BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met in person on Tuesday, September 28, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:40 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Angélica Pérez-Delgado, Ray Ciccarelli, and Miriam Vázquez.

Board Members Present Virtually:

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

Board Member Absent:

DeAnna Harris

School Staff Present:

Sandra Chevalier-Blackman, Dr. Florencio Del Valle, Leslie Rivera, John Harris, Matt Kleehammer, Maria Petrella, Robert Zimmerli, Wellinthon Muñoz, Damaris Saltares, Nikki Kersbergen, Zory Martinez-Allocco, Kimberly Johnson, Vincent Alexander, and Wanda Adames.

Mr. Vázquez asked the board for a consensus to change the agenda to allow for Mr. Meléndez to present the building committee updates before leaving the meeting.

MISSION MOMENT:

The mission moment was presented by Athletic Director, Ms. Johnson. She presented a video in memory of high school student Manny Rivera. Manny Rivera passed away over the summer due to street violence. Ms. Johnson and two of Manny's friends shared their most significant memories of him.

Building Committee

The committee spoke on the following three items:

Zimbrich Campus Assessment Report:

- Bergmann finalized the building assessment for the Zimbrich Campus and was shared it with the board. Pages 46 & 47 of the report contain the quick work list of the immediate needs, recommended that should be done between the next 1-5 years and 5-10 years.
 - The main priority will be the roof replacement; additional fixes will be - fans, dampers, and other items on the roof. It was recommended that all these fixtures

be replaced/fix while the roof is under construction to avoid tearing up the roof again.

- The replacement of the roof will begin in March 2022.
- When it rains, water is getting into the server room, so there is an urgency in getting the roof fix.

967-969 Joseph Avenue

The property at 967-969 Joseph Avenue is now vacant. The space will serve as nine potential offices, a conference room, and a waiting area. The kitchen will be removed.

- An RFP will go out for the renovations that can't be done in-house.
- The parking lot needs significant renovation. The school received an initial soft quote to level the parking lot for \$120,000.
- The school has received a prior quote of \$250,000 to level and turn the lot into parking spaces.
- The building committee's recommendation is to pursue and engage a firm that will provide an overall price on how much the renovation will cost.

Joseph Campus

- Joseph Campus renovation has been completed.
- The church will be vacant at the end of October.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT

Board Retreat:

- The board retreat was on September 14th. The board completed the strategic plan for the 2021-2022 school year. All the committee chairs have the goals for the entire year. Dr. Vázquez shared the revised documents with the board. All the committee chairs will review their sections and make corrections themselves – the document is editable.
- The next board retreat will be on Wednesday, November 10th from 5:30 pm – 7:00 pm.

CEO REPORT

Ms. Chevalier Blackman challenged the board to memorize the school's vision and mission statement.

Benchmark 2C Organization Capacity:

- **Current Projection for September:**
 - The school currently has an enrollment of 956 students.
 - There are currently 14 new student applications in progress.

2021 NYS Math Test & ELA

- The Math and ELA test scores were shared for grades 3-8.

NYSESLAT Data

- Last year 191 ELLS attended the 2020-2021 school year. Only 60% of students took the exam. The NYSESLAT was optional for students.

FINDINGS/ACTION PLAN

- **Findings:**
 - 6-12 students mostly are Transitioning & Expanding
 - Less than 50% of students tested at 6-12
 - Need of greater awareness around the importance of the exam
- **Action Plan:**
 - Provided coaching support through RBERN
 - Provide monthly Professional Development
 - Parent meeting in October to discuss ELL status, services, and importance of NYSESLAT
 - Work with Human Resources to get uncertified teachers certified.

Extended Learning Updates

- **Before School Program:**
 - Zimbrich Campus currently has 88 students enrolled. The Zimbrich Campus is at capacity with enrollment. 89% average daily attendance.
- **After School Program:**
 - Joseph Campus currently has 24 students enrolled. The Zimbrich Camus is at capacity with enrollment. The maximum capacity at the middle school is 30 students. 93% average daily attendance.
 - After School Program begins on October 4, 2021. The following programs will be available for students:
 - SUNY Brockport REOC for the middle school – Cosmetology
 - Photography
 - Drumming
 - Spanish Club – provide Spanish classes to our employees
 - Book Club
 - Photography Club
- Brockport Research Institute is currently assisting the school with Round 8 of 21st Century Community Learning Center (CCLC) Funding.
- New Site-Coordinator, Mr. Terrance Simmons started yesterday, September 27th.

Operation Updates

Fitness Center

- The Fitness Center has been completed.

RFPs

- RFPs will be going out for the renovation of 967-969 Joseph Avenue and snowplowing.

COVID-19

Staff Vaccination Updates

- There have been 4 positive cases at the school since the beginning of the school year, 3 students and 1 teacher.
- 142 staff members (72%) are vaccinated
- 6-10 staff members in between vaccination increasing to 76%
- 37 students have not been vaccinated due to several reasons
- 11 staff members have not responded to the Google Form to state if they are vaccinated or not

CEO Updates:

Transportation

- The Charter School Institute starting having conversations in finding alternate transportation for charter school students; not to use the RCSD.
- The school presently has over 200 students without transportation.

Hispanic Heritage Month

- EMHCS will be celebrating Hispanic Heritage Month at the International Plaza.

Capital Campaign

- Staff Pledge- the staff is committed to supporting the capital campaign.
 - Elementary School 20%
 - Middle School 86%
 - High School 47%
 - ELT Program 100%
 - K-12 Leadership Team 83%

State of the Union

- Where (the school) are we and where are we going?
- Ms. Chevalier Blackman explained the accountability report and SUNY's expectations.

Academic Excellence & Priorities

- EMHCS is working collaboratively with EL Education in achieving Academic Excellence and Priority
 - **Instructional Priorities**
 - Student **cognitive engagement**
 - **Rigorous task** leading to high-quality work – how does that look like in the classroom.
 - **Increase** student to student talk and **decrease** teacher talk

Human Resources

The Director of School Leadership and Accountability will begin tomorrow, September 29th.

- **New Hires**
 - **Openings:**
 - ES: 6th-grade teacher, Assistant Principal, and Home/School/Community Liaisons (formerly Parent Coordinator)

- HS: SPED/Intervention Teacher
- Administration/Management: Chief Financial Officer (CFO)
- The school has various candidates to fill certain positions – interviews are occurring this and next week

Grants Updates:

Approved/Received:

- Donors Choose update: Submitted: \$26,286.50. Funded: \$19,209.78
- CSP Grant: \$49,500 for expenses in July 1, 2020-September 30, 2020 directly related to COVID (PPE, hotspot data, and Magic Cleaning)
- CACFP (Food Program): \$5,884.77 to reimburse costs from 12/27/20 - 9/30/21
- Amazon Business Donation: Adult Face Masks (KN95s and cloth) worth \$16,121
- eRate Category 2 Approval: \$52,963.50 for technology infrastructure upgrades

Submitted:

- NYSED ARP Act Proposal for \$3,250,246 (submitted 8/19)
- NYSED ESSA Title Fund Survey (submitted 8/19)
- eRate Emergency Connectedness Grant: \$402,980.05 for 1,000 Chromebooks and monthly internet expenses

The ribbon-cutting ceremony for the Fitness Center is tomorrow September 29th at 5:00 pm.

Academic Committee

The committee spoke on the following two items:

- The Accountability Report was discussed in detail with the 3 campuses.
- The Academic Committee will be visiting the three campuses throughout the school year; each campus will be visited at least 2x. Dr. DeJesús-Rueff is encouraging the Academic Committee to join her campus visits. The invites for the dates and times have been sent. The focus of the campus visits are the following:
 - Theory of Action for the 2021-2022 School Year – 3 Components:
 - Student Engagement: are students doing what they need to do? Are they participating in class?
 - How rigorous is the task?
 - How are students talking with each other about the work as opposed to a teacher-dominated classroom?

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The finance committee met before the board meeting and had their Special meeting to review EMHCS' investments. The school investment was discussed with Mr. Ciccarelli – he explained how they work and answered any questions the board had. As a result of the discussion, the finance has moved some funds deposited from the M&T account into the school's Schwab account to a short-term bond fund that will preserve the liquidity of \$500,000.

The finance committee voted to recommend that proposal to the board. Ms. Walker moved the motion. Ms. Walker explained to the board that the school will be moving money from a non-

interest account to an account that will generate dividends. Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

The 2nd item of discussion is the bid for the purchase of Chromebooks. The school received ECF Funding for \$402,980.05 to purchase Chromebooks. The school will buy the Chromebooks and get reimbursed 100% through ECF Funding.

The finance committee discussed reviewing three bids for the purchase, and one bid was recommended. The recommended contractor is CDW-G for the amount of \$346,000. The finance committee voted to recommend for approval the CDW-G contract to the board. ECF Funding will only allow the school to order Chromebooks for the current enrollment. The school can purchase internet access for students using the ECF Funding. Mr. Kleehammer shared that the school is not buying internet access for the student and will discuss this further at the following finance and board meeting. Ms. Walker moved the motion to accept the recommendation to move forward with the CDW-G contract, and Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

Dr. Del Valle indicated the auditors would be prepared to meet the Audit Committee on October 18 at noon at a virtual meeting. He will communicate that with the auditors to see if that time works for them. The Audit Committee is ready to meet on that date and time.

Dr. Del Valle reviewed the financial report as of August 31, 2021. **ACTION ITEMS**
August board meeting minutes were presented for approval. Ms. Walker added two sentences and they were added to the minutes. Mr. Vázquez called for a motion to accept the updated August's minutes. Ms. Pérez-Delgado moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

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

Committees:

Fundraising Committee

Two Focus:

- **Capital Campaign**
 - Ciccarelli Advisors – will send out a mail campaign to their top tier account during the last quarter
 - Mr. Ciccarelli believes he can collect another \$100,000 towards the Capital Campaign
- **Gala**
 - The purpose of the Gala is to raise \$600,000 over the next 4 years to support 50% of the construction cost at the Joseph Campus
 - Once the Gala is established it makes it easier to have it every year
 - The Fundraising Committee will meet tomorrow to focus on the 2022 Gala.

- Mr. Ciccarelli will be speaking with the board next month on purchasing tables for the Gala.

Personnel Committee

The Personnel Committee met on September 15th to discuss the following 3 items:

- **COVID-19 Vaccination Policy** – The school's attorney and the Charter School Institute has recommended that the committee requesting that the board approved vaccination policy be put on hold for now and for EMHCS to proceed with the COVID-19 Process and Procedure that states that all employee staff must be vaccinated and for unvaccinated staff, they will be required to provide negative testing results on a weekly basis.
 - Staff must either be vaccinated or show weekly proof of a negative COVID-19 test, beginning Monday, October 4, 2021.
 - The test results must be submitted to the Director of Operations & Student Support Specialist no later than 6:30 am every Monday.
 - The school has onsite rapid test kits
 - Staff can purchase over the counter test kits at several locations

Dr. Vázquez moved the motion that the COVID-19 Vaccination Policy that was approved during the last board meeting be put on hold that stated that all staff must be vaccinated to accept the COVID-19 Vaccination Process and Procedure. Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

- **Demographic Data** - more information to come at October's board meeting
- **Staff Appreciation** – The Board of Trustees will be hosting Empanada Friday, October 1st.
 - **The 2nd** Board of Trustees event will be for Thanksgiving. Each board member will do a mini video presentation for staff. Mr. Kleehammer will videotape.

October's Personnel Committee meeting is canceled due to the Charter School Conference. The next meeting will be on Wednesday, November 17th.

Governance Committee

Mr. Marlin shared with the board a document that showed all the trustees that are up for renewal.

- **Election**
 - Mr. Marlin shared with the board the trustees that are up for renewal.
 - **2 Parent Board Members**
 - During the PTO parents were informed of the parent board member election process and what are the expectations of a parent board member
 - Nominations letters went out to parents and they are due within 2 weeks.
 - Ballot letters will be collected via a Google Form
 - 2 parent board members will be nominated for October's board meeting
 - The two current parent trustees can nominate themselves.
 - **New Officers will be elected – Chair, Vice-Chair, Secretary, Treasurer**

- Any trustees can vote for another trustee on who they wish to see in these positions. They are not limited to who is existing in these current positions, anyone that is on the board can be nominated.
- Mr. Marlin shared all the position job descriptions with the board.
- Mr. Marlin wishes to receive nominations no later than October 4th. The next Governance Committee will be on Tuesday, October 5th.
- A trustee can nominate themselves.
- Ms. Adames will share with the board a list of the current trustees.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

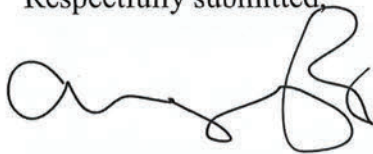
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked to adjourn the meeting. Mr. Ciccarelli moved the motion, and Ms. Walker seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will take place on Tuesday, October 26th, at Joseph Campus, 1069 Joseph Avenue, Rochester, NY 14621.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', with a stylized flourish at the end.

Angélica Pérez-Delgado
Board Secretary



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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.

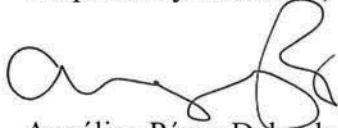
ADJOURNMENT

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,

A handwritten signature in black ink, appearing to be 'Angélica Pérez-Delgado', written in a cursive style.

Angélica Pérez-Delgado

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met in person on Tuesday, November 30, 2021. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:35 pm. A quorum was established.

Board Members Present In-Person:

Julio Vázquez, Connie O. Walker, Dr. Miriam Vázquez, Angélica Pérez-Delgado, and Miguel Meléndez.

Board Members Virtually Present:

Ray Ciccarelli, Dr. Marcia DeJesús-Rueff, Eugenio Marlin, Robert Frasier Jr., and Nelida Torres.

School Staff Present:

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

PUBLIC INPUT

No public input.

MISSION MOMENT:

The mission moment was presented by Ms. Saltares. Ms. Saltares showcased the wonderful things that are happening at the Zimbrich Campus and the 100 Book Challenge Kick-Off.

CHAIRMAN REPORT:

Board Retreat

The board retreat was on Wednesday, November 10th. During the meeting, the roles and responsibilities of the board were discussed. The board self-assessment was tabled to receive more participation. The board concluded at the meeting to continuously remind themselves and the public what is the role of the board of trustees and the responsibility of the committee chairs.

Role and Responsibility of Board

Mr. Vázquez reminded the committee chairs to begin their meetings with the roles and responsibilities of their committee. Mr. Vázquez shared with everyone the responsibility of the board. It was emphasized that all committees are crucial but two stand out from the others: Academic and the Finance Committee. Mr. Vázquez asked if anyone wanted to know more about the roles and responsibilities of the board to contact him or email him for more information. Mr. Vázquez recommended that the board members read the following documents:

- Governance Best Practices for Highly Effective Charter School
- Boards by Charter School Partners
- 10 Successful Habits of Highly Success Charter School Funding Boards
- Board Manual

Mr. Vázquez emphasized that having Academic and Financial Success is extremely important to keep the charter school open.

CEO REPORT:

October Attendance:

- Even though the school is facing transportation issues the school has an attendance percentage of 87%. The middle school experienced the highest percentage in attendance for October – 7th grade at 92% and 8th grade at 93%.

Enrollment:

- Enrollment increased from last month from 957 students to 971 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.

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.

College & Career Readiness

- The 10th and 11th graders participated in the PSAT on October 13th. The scores have not been released by the College Board.
 - 10th graders – 52 enrolled – 30 sat for the PSAT
 - 11th graders – 51 enrolled – 31 sat for the PSAT
- There have been 6 college visits.
- 70 students have completed their college applications
- 100% of students have been accepted to a 2-year college and 2 students to a 4-year college
- One student has been awarded a scholarship.

Assessments Presented:

- 3-6 ELA Interim Assessment Multiple Choice and Short Responses

Dr. Vázquez shared in the past the school provided Saturday and Extended Day Test Study sessions to help students prepare for the state exams. Ms. Rivera will look into this and follow up.

Extended Learning Time Program:**Zimbrich Campus**

- Before-School: 68 students enrolled – 90% daily attendance
- After-School: 71 students enrolled - 95% of attendance

Joseph Campus

- Before-school: 25 students enrolled - 85% daily attendance
- After-school: 46 students enrolled – 89% attendance

Save the Date

- Winter Showcase will be on December 21, 2021.

Operations:**967-979 Joseph Avenue**

- Paving and demolition have begun at the property.

COVID-19

- 82% of staff are vaccinated.
- Staff is getting tested weekly and submitting a negative test to administration and HR.
- As of November 23rd, there have been 45 positive cases schoolwide since September 13th.

Church at Joseph Campus

- The church tenants have vacated the premises.

CEO Updates:

- The K-12 Leadership Team attended their first of four Lead Peak Performance Development Series Module.
- Spectrum Reach – TV Commercial will be created for recruitment for staff and students.
- Department budget review has been completed.
- The school now has a Venmo and Cashapp account.
- Sponsorship and donation letters started to go out via mail, hand-delivered, and emailed.

Dr. DeJesús-Rueff suggested that the school begin to get data on how many students are vaccinated.

HR Updates:**Certification for Teachers**

- Certified Teachers – 60%
- Initialed Certification Pending – 13%
- Not Certified – 27%

Sports Athletics:

- Congratulations to our two volleyball players, **Emmi Veras Jimenez** and **Adrianalys Lai**. They were voted on by our PPL league Athletic Directors and volleyball coaches as the **2021 PPL all-stars in volleyball**.
- **Kim Johnson** was **nominated** by our PPL league **as coach of the year**. Unfortunately, she missed the award by one vote.
- EMHCS varsity girls volleyball team won the scholar-athlete award for the 2nd year in a row. The award is given to a varsity athletic team that has 75% of the team with a 90 GPA or higher; the school currently has 5 students.
- Basketball season is in full swing. Last year we had 3 middle school athletes and this year we have 10. Last year we had 2 girls, high school athletes, this year we have 11. And last year at the high school we had 15 boys, this year we will have over 20.

Grants Updates:

Approved/Received:

- Donors Choose Update: Submitted = \$33,092.49. Funded = \$22,778.76

In Process:

- Our Charter School Expansion Grant was submitted on 11/17 (worth \$1.25 million spread over the 2022-2023 and 2023-2024 school years)
- Our Round 8 21st Century Community Learning Centers Grant will be submitted by 11/30 (worth \$6 million from July 1, 2022 - June 30, 2027 = \$1.2 million per school year)

ACADEMIC COMMITTEE REPORT:

Some members of the board visited the Joseph Campus this month. The focus of the visit was on the implementation of the three instructional priorities. They observed two levels of teaching performance. One group (3/4 of teachers) is soaring and showing true excellence. The 2nd group (1/4 of teachers) needs more support – rigor was not noticed. Dr. DeJesús-Rueff commended the team for a great job done at the middle school. The campus looks wonderful and the demeanor of the students is great. The next walkthrough will be at the Kodak Campus on Wednesday, January 12th.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The finance committee met before the board meeting and reviewed the financial reports with Ryan Caster. The finance committee has one action item for approval; it is a recommendation by the finance committee that the Board of Trustees authorized the school to apply for a credit card in the amount of \$50,000 from M&T Bank to be used when appropriate and necessary by the CEO and the Director of Operations.

The reason for the recommendation is so the school can establish a credit card relationship with M&T as the relationship that the school has with a previous financial institution was not easy and the school currently has a good relationship with M&T. Ms. Walker moved the motion and Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

Mr. Ryan Caster, Interim CFO reviewed the financial statements as of October 31, 2021. Please see the attached statements.

There will be a Special Finance Committee meeting on Friday, January 7th at noon via Zoom to discuss the staffing concerns at the school. Ms. Adames will send the invite to the finance committee.

ACTION ITEMS

October's board meeting minutes were presented for approval. Mr. Vázquez called for a motion to accept October's minutes. Ms. Pérez-Delgado moved the motion, and Dr. Vázquez seconded. The motion was approved unanimously.

COMMITTEE REPORTS:

Personnel Committee

The Personnel Committee met on Thursday, November 17th. Items discussed:

- Retention and recruitment strategies and mentoring staff
- Staff statistics
- The committee looked at the staff retention data and found that there were several reasons staff left such as moving out of state, maternity/raising family, and violence in the inner city where the school is located.
- 403B and Teachers' Retirement System
 - Ensuring the Finance Department is following the procedures that were put in place to ensure accurate information between HR, payroll, and the pension programs (403b and NYSTRS)
- Absence Policy Revisions/Additions for the Employee Handbook are as follows:
 - **Absence – Revision**
 - Excessive absenteeism and tardiness are defined as three or more occurrences of unexcused absences that occur within a 30 days period. Eight occurrences of unexcused absence in a school year calendar are considered grounds for additional disciplinary action up to and including termination of employment. If the absence is due to illness, the employee is to refer and follow the school's sick policy.
 - **Job Abandonment – Addition to Policy**
 - Any employee who fails to report to work for a period of three (3) consecutive days without notifying his or her supervisor or Human Resources will be considered to have abandoned the job and voluntarily terminated the employment relationship. Please note that having a friend contact the school is not adequate reporting to the supervisor or Human Resources.
 - **Sick - Revision**
 - Employees are required to bring a doctor's note if they are out for more than 3 consecutive days or if the absence falls on the day before or after a Holiday. If the employee does not provide medical documentation upon return, then the absence will be processed as unpaid time off. Employees are

also asked to give a minimum of two weeks' notice to the supervisor for a pre-planned doctor or dental appointments.

The Absence Policy for the Employee Handbook Revisions was presented for approval. Mr. Meléndez moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

Dr. Vázquez reminded the board the next staff appreciation event will be the Christmas lunch scheduled for December 21st at the Zimbrich Campus and the 22nd for the Joseph and the Kodak Campus. Ms. Adames will send a meeting invite to the board. Dr. Vázquez is looking for volunteers and monetary donations from the board. Mr. Ciccarelli will be sending a couple of staff to assist. The next Personnel Committee will be on January 19th at noon.

Building Committee

- The Building Committee met on November 16th. The committee was presented with a lighting proposal. The school is looking into getting efficient and cost-effective light fixtures at the Zimbrich and Joseph Campus. The classroom spaces will be the priority over other common areas. The school will receive a quote.
- The Kodak Campus EMHCS sign is going to be installed.
- Issues at the Zimbrich Campus
 - Water fountains – the school will encourage families to bring in water bottles for their child to refill at the bottle fountain stations.
 - Windows
- Isaac Heating and Cooling will be providing the school with quotes on roof fans.
- The parking lot at 967-979 Joseph Avenue has been completed.
- The tenant at the church has vacated the premises. Mr. Meléndez advised the school to be vigilant about the property now that it's vacant.

Governance Committee

No current updates.

Fundraising Committee

Mr. Ciccarelli will contact Ms. Chevalier Blackman and Ms. Adames next week to set up the next Fundraising Committee meeting. The goal of the Gala is to net \$40,000 – to reach this goal the school needs to sell every table and get major sponsors. Mr. Ciccarelli is asking every board member to commit to a table and also sending sponsors over to Ms. Blackman. The fundraising committee will be committing to 10 tables.

- Ms. Adames will send the board a list of Gala expenses.
- The cost of each table is \$1,000.00 with an individual ticket at \$100.00 each.
- The Gala will be on Friday, October 7th, 2022 from 6:00 pm to 10:00 pm.
- Ms. Chevalier Blackman will send the event date, the sponsorship opportunities, and a check box that the board will sponsor ½ or a full table.
- Ms. Pérez-Delgado committed to 2 tables one for Ibero and the 2nd for Nazareth.
- Ibero donated the DJ for the Gala.

Mr. Ciccarelli is looking for a commitment from the board by the beginning of the year.

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. Ms. Pérez- Delgado moved the motion, and Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will take place on Tuesday, January 25th, at the Irondequoit Library, 1290 Titus Avenue, Rochester, NY 14617.

Respectfully submitted,


Angélica Pérez-Delgado

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met in person on Tuesday, January 25, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:32 pm. A quorum was established.

Board Members Virtually Present:

Julio Vazquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, Miguel Meléndez, Nelida Torres, Eugenio Marlin, Dr. Miriam Vázquez, and Angélica Pérez-Delgado.

Board Member Absent:

Robert Frasier Jr.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Leslie Rivera, Wellinthon Muñoz, Robert Zimmerli, John Harris, Mary Muñoz, Matt Kleehammer, Ryan Caster, Nikki Kersbergen, Maria Petrella, Damaris Saltares, Vincent Alexander, and Wanda Adames.

Other:

Yeriel Castro (student), and Wanda Aquino (parent).

PUBLIC INPUT

No public input.

MISSION MOMENT:

The mission moment was presented by the high school. The high school had its Student-Led Conferences (SLCs). These conferences occur two times a year. An SLC is a meeting where students demonstrate responsibility for their academic performance by reviewing their portfolios with their parents and teachers. HS senior Yeriel Castro presented his portfolio to his mother, Ms. Aquino.

CHAIRMAN REPORT:

CEO Mid Year Review

- The CEO Mid-Year Review will be on Thursday, February 3, 2022, from 5:00 pm – 6:30 pm. Mr. Vázquez opened an invitation to all board members to attend the meeting.

Finance Committee

- The Finance Committee will meet on Tuesday, February 15 at 4:30 pm. EMHCS's insurance broker, Brown & Brown, will review the school's current liability insurance

policies. During the board self-assessment, 43% of board members stated they were unfamiliar with the school's current liability insurance policies and wished to become familiar with them. This meeting will allow for the board to ask questions and review the procedures in detail to see if coverage is adequate for the school or might need adjustments if needed.

Board Retreat

Board Retreat will take place in late February or early March.

- Ms. Adames will reach out to the board and coordinate. Topics of discussion will be:
 - The Board Self Assessment
 - Enrollment:
 - EMHCS will discuss the school's total enrollment and plan accordingly to ensure that the facilities can accommodate the number of students.

CEO REPORT:

November/December Attendance:

- November average attendance is 85%.
- December average attendance is 79%.

Enrollment:

- Enrollment is at 971 students as of Friday, January 21. The last enrollment recorded in November was 960 students; that was an increase of 11 new students.

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

- Grades 3-6: 1st Math Interim Assessment
- Grades 7-8: 1st Math Interim Assessment (ELA and Math)
- Grades 9-12: Benchmark Assessments for English, Social Studies, Science, and Math

College & Career Readiness

- There have been eight college visits
- 70 students have completed their college applications
- 100% of students have been accepted to a 2-year college and two students to a 4-year college
- One student has been awarded a scholarship

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students
- Six early graduates and 1 dropped student
- Total active enrollment is 44 students

Extended Learning Time Program:

Zimbrich Campus

- Before-School: 65 students enrolled – 75% daily attendance

- After-School: 50 students enrolled - 85% of attendance

Joseph Campus

- Before-school: 26 students enrolled - 98% daily attendance
- After-school: 20 students enrolled – 70% attendance

Winter Showcase

The winter showcase was a success.

- Students were able to showcase their great talents to their parents and show what they have learned in the afterschool program.

Buddy Reader Program

- Four students from St. John Fisher attend every Thursday and assist with the Buddy Reader Program.

Brockport REOC

- The middle school has partnered with Brockport REOC. They are providing students with barbering and cosmetology classes.

Operations:

COVID-19

- There have been 185 confirmed cases (faculty, staff, and students) since September 13. There was a spike during the Thanksgiving and Christmas/New Year holidays.
- 88% of staff (169 out of 193) are vaccinated, and 19% have the booster.

Church at Joseph Campus

- The church tenants have vacated the premises. We currently have three different ministries/churches that wish to occupy the premises. Communication with the school's attorney has created a new lease for the potential tenant.
- Internal work needs to be done:
 - Water damage, broken window, and bathroom repairs

High School Meals

- Foodlink has been replaced with Self Prep Meals at the HS.
- There are two full-time staff cooking and preparing meals for students.

Zimbrich Roof

- A meeting schedule for the 1st week in February to go over the timeline of when work will begin.

967-979 Joseph Avenue

- The parking lot renovation has been completed.

- The process of selecting a contractor is in effect, and work will begin early Spring and be completed by the end of June.
- The property will house the CEO Cabinet (CEO, Exec. Admin. Asst., 3 Directors), Human Resources, and the Finance Department.

CEO Updates:

- **Community Engagement**
 - NYS Charter Parent Council
 - LaBella
 - Presidents Educations Partnership Council (PEPAC)
 - Empire State College
 - Boriquen Dance Company

HR Updates:

- **Zimbrich Campus Staffing Needs**
 - 5th Grade ELA
 - 5th Grade Content
 - 3-6th Spanish Teacher
- **Joseph Campus Staffing Needs**
 - Counselor
 - 2 Intervention Math Teacher
 - World Language Teacher
 - Building Sub
- **Kodak Campus Staffing Needs**
 - Math Teacher
 - Paraprofessional
 - World Language Teacher
 - Counselor (one interim counselor was hired, and the 2nd vacant counselor will not be filled.

Postage Meters

Each campus received a postage meter and Mr. Kleehammer provided training to all the clerical staff.

Recruitment & Marketing

- Seven billboards up
- One tv commercial
- Facebook Campaign in December – the school gained four students at the middle school
- Radio 97.1 Weekly Live Calls

Remoting Learning

- Due to the increase in staff COVID cases, the school had to revert to virtual learning for two days on January 7 and January 10.

Capital Campaign & 2022 Gala

- **Letters mailed, emailed, or hand-delivered:**
 - Sponsorships: 28
 - Silent Auction: 124
 - Table Captains: 17

Grants Updates:

Donors Choose Update: Total Proposed = \$33,657.51. Total Funded = \$25,481.59

In Progress:

- Polisseni Foundation Grant Application to support Joseph Ave Capital Construction Project
- Konar Foundation Grant Application to support Mentoring Program in 2022-2023

We are still waiting to hear news about our 21st Century Community Learning Center and Charter School Expansion Grant Applications submitted mid-November.

Mentorship Pilot Program

- To invest in new teachers
- To invest in the teachers who will become Mentors

Updates:

- December, we sent a google form for teachers to complete if they were interested in becoming Mentors - 10 teachers responded & 5 teachers were selected to be Mentors.
- Mentors will get an incentive of \$500 from Title II Funds.
- PD Classes will take place:
 - 1st PD: January 22 3 hours
 - 2nd PD: February 5 2 hours
 - 3rd PD: TBD

Sports Athletics:

Antoine McFadden won the Section V player of the week of January 10. He received over 6 000 votes.

Highlights:

- Scored 32 points in the game against Northstar on January 3
- Scored 22 points and 13 rebounds in the game against Vertus on January 4

ACADEMIC COMMITTEE REPORT:

- The committee discussed the concerns of teachers leaving to districts due to sign-on bonuses, incentives, higher pay salary scale, and offering U of R tuition reimbursement. The teacher shortage is hurting our students. There is a lot of competition, and the school must build a plan to recruit and retain teachers.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee held a special meeting on January 7 to discuss staffing budget and projections with Ms. Blackman and the Finance Department. The Finance Committee met before the board meeting and reviewed the financial reports with Mr. Caster.

Mr. Ryan Caster, Interim CFO, reviewed the financial statements as of December 31, 2021. Please see the attached reports.

The Finance Committee will meet on Tuesday, February 15 for 1 hour starting at 4:30 pm. Brown & Brown Associates will be presenting EMHCS Liability Insurance Policy. Also, Mr. Caster and Ms. Kersbergen will present revenue projections through June 30.

COMMITTEE REPORTS:

Building Committee

- **Maximum Enrollment:**
- The Building Committee met on January 18. The committee was speaking on the long-term outlook of the campuses and what students' capacity will be at each campus. There was discussion on developing further at the Joseph Campus. The next Board Retreat will discuss the future of EMHCS.

New Parking Lot

- The new parking lot at Zimbrich/Joseph will be receiving a grate to cover the existing hole protected by orange cones.

Fundraising Committee

Table Captains

- The school currently has 17 table captains; 3 more are needed.
- The next Fundraising Committee meeting will focus on Sponsorship and the Silent Auction.
 - Sponsorship is crucial as it will need to cover 100% cost of the Gala.
 - The goal of the silent auction is to raise \$10,000 - \$12,000.

Mr. Ciccarelli will contact Ms. Adames to set up the next Fundraising Committee for February.

Personnel Committee

The Personnel Committee met on Thursday, January 19.

Items of discussion:

- **Resignation**
 - There must be clear processes and procedures regarding resignation before a holiday or recess break. After discussion, there is no need to amend the policy. Ms. Blackman will create a memo explaining the procedures and send it to all staff.

- **Romance in the Workplace**
 - A policy will be created for romance in the workplace. Ms. Pérez-Delgado will provide a sample currently used at her organization to assist EMHCS with creating their policy. The new policy will be discussed at the next Personnel Committee meeting.
- **Retirement Plan for Non-Teaching Staff**
 - The Personnel Committee is looking at another alternative retirement plan for non-teaching staff that is not eligible for the NYS Teacher Retirement. The retirement discussion will be added to the next Personnel Committee's agenda. The Finance Committee has been invited to attend the meeting on Wednesday, February 16 at noon. Dr. Vázquez wishes for Mr. Ciccarelli, a retirement expert and a representative from the NYS Teacher Retirement, to be present to answer any questions the committee might have. If the retirement plan is the route EMHCS wishes to go, it will be brought to the entire board for final approval.
- **Staff Retention & Recruitment**
 - The school needs aggressive staff retention and recruitment strategy; this item will be added to the next Personnel Committee's agenda.

Governance Committee

No current updates.

ACTION ITEMS

November's board meeting minutes were presented for approval. Mr. Vázquez called for a motion to accept November's minutes. Ms. Walker moved the motion, and Mr. Meléndez seconded. The motion was approved unanimously.

Student discipline data (suspensions and disciplinary referrals) will be added to February's data dashboard at the request of Dr. Vázquez.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

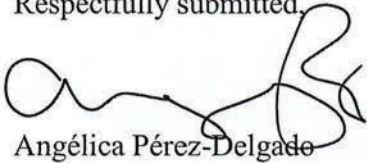
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked for a motion to adjourn the meeting. Dr. Vázquez moved the motion, and Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet virtually on Tuesday, February 15th via Zoom Link.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Angélica Pérez-Delgado', written over the printed name.

Angélica Pérez-Delgado

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, February 15, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 pm. A quorum was established.

Board Members Virtually Present:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, Dr. Miriam Vázquez, Angélica Pérez-Delgado, and Nelida Torres.

Board Member Absent:

Robert Frasier Jr., Eugenio Marlin, and Miguel Melendez.

School Staff Virtually Present:

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

PUBLIC INPUT

No public input.

MISSION MOMENT:

The mission moment was presented by the middle school. The middle school put together a montage video of students reciting EMHCS's mission statement from memory.

CHAIRMAN REPORT:

CEO Mid-Year Review

- The CEO Mid-Year review was conducted on Thursday, February 3, 2022. The review was completed and the memorandum was submitted to Ms. Chevalier Blackman, CEO.
- A copy of the completed memorandum was shared with the full board.

Board Retreat

- The next board retreat will be on Tuesday, March 15th. All the board members are expected to attend the retreat. Some topics of discussion will be:
 - Final Enrollment for EMHCS
 - What is the school doing that is working?
 - What is the school doing that is not working?

Board Self-Assessment

- The self-assessment will be discussed at the next board retreat (date TBD), to allow enough time to discuss EMHCS's final enrollment and other various topics.

CEO REPORT:

January Attendance:

- The highest attendance was from the middle school with an average of 81%. The school is looking at various incentives to increase attendance at the high school.

Enrollment:

- Enrollment as of February 14th is 968. The school lost 3 suburban students due to transportation issues and the school being too far for parents to transport.

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

- Grades 9-12: Benchmark Assessment: English, Math, Science, & Social Studies
- Semester I Report Card Grades

College & Career Readiness

- There have been 22 college visits since November 2021.
- 78 students have completed their college applications
- 100% of students have been accepted to a 2-year college and two students to a 4-year college
- One student has been awarded a scholarship

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students
- Six early graduates and 1 dropped student
- Total active enrollment is 44 students

Extended Learning Time Program:

Zimbrich Campus

- Before-School: 68 students enrolled – 73% daily attendance
- After-School: 75 students enrolled - 85% of attendance

Joseph Campus

- Before-school: 40 students enrolled – 72% daily attendance
- After-school: 75 students enrolled – 60% attendance

National SchoolChoice Week

- School Choice is the process that allows parents to choose a K-12 educational option that best fits the need of their child. A video was created promoting our school and shared on various media.

Brockport REOC – Barber Class

- The middle school has partnered with Brockport REOC. A master barber is attending 2x a week and providing students with barber classes.

In Progress:

- Konar Foundation Letter of Intent sent in February to support Mentoring Program in 2022-2023. Once approved grant proposal will follow.
- Polisseni Foundation Grant Application to support Joseph Ave Capital Construction project was submitted and waiting for May's board meeting for review.

Sports Athletics:

- The boys' varsity basketball team is currently in 1st place in their division.
- High school senior night took place on Tuesday, February 8th.

ACADEMIC COMMITTEE REPORT:**Topics of Discussion**

- **Remediation**
 - The school needs to take a hard look at remediation and what is currently working for students.
- **EL Education**
Where each campus is heading:
 - The high school will be increasing high quality of student's work
 - Middle school will be looking at character and school culture (motivating students)
 - The elementary school will focus on talking about their learning
- **Suspension Rate**

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:**Liability Insurance Coverage**

The Finance Committee met earlier than scheduled to have the opportunity to review EMHCS's current liability insurance coverage with a representative of Brown & Brown of NY, Inc., Mr. Tarek Eldaher to specifically answer questions about whether the school has enough insurance and if the school is managing risks appropriately and after his presentation, the finance committee was able to walk away with the understanding that based on the coverages that EMHCs is on a higher tier than the average NY Charter school as far as coverage is a concern. As a result of our discussion, each board member will receive a copy of the insurance coverage helping to alleviate the insecurities that became apparent as a result of the board assessment.

Financial Reports

Mr. Ryan Caster, Interim CFO, and Ms. Nikki Kersbergen, Finance Manager reviewed the financial statements as of January 31, 2022, and revenue projections through June 30th. Please see the attached reports.

Mr. Ryan Caster shared with the full board that before the end of the month, he will circulate updated financial statements with all the completed entries. Some entries were not entered due to conducting the finance committee earlier in the month and training Ms. Kersbergen.

Gas Leak Campaign

- RG&E provided the ELT program with already prepared lesson plans to promote gas safety for the elementary kids.

Operations:

COVID-19

- 172 staff members are fully vaccinated and 21 are unvaccinated.
- 33% of staff have received their booster
- There have been 192 confirmed positive cases (faculty, staff, and students) since September 13.

Church at Joseph Campus

- The church tenants have vacated the premises. There is no potential tenant yet to occupy the space.
- The window at the church will be repaired on Friday, February 18th.
- The church requires a new boiler. The school is obtaining several quotes. The cost of the boiler replacement might be covered through insurance.

CEO Updates:

- **Recruitment Plan**
 - Target and focus on Kinder recruitment
 - Goal: 88 kindergartens
 - New: Sponsorship RHYBL, Head Start Visits, Ibero Collaboration, and Kinder Visit scheduled in March and April
- **Marketing**
 - La Mega radio commercial (February/March)
 - Next Round of billboards (7 new locations)
- **Community/Advocacy/Partnerships**
 - Blackhawk Security
 - Roman's Painting & Renovations
 - Stand#4 Advocacy for Budget
- **Snow Day**
 - Asynchronous Learning: Friday, February 4th
- **Teacher Recruitment and Retention Focus Group**
 - Members: Principal Zimmerli, Dr. Mañón, Mr. Barinas, Ms. Martinez
 - Goal: To review current plan and discuss new ideas

Grants Updates:

- Donors Choose Update: Submitted: \$39,012.37. Funded: \$28,817.92
- Amazon Business Donation: Adult face masks, hand sanitizer, and Lysol wipes worth \$6,331

Ms. Walker shared the Finance Committee had a recommendation based upon a proposal that they consider based upon the market position at this point. The stock market has not done well since January 31st due to the federal reserves' decision to raise interest rates, because these uncertain markets are affected temporarily.

Mr. Ciccarelli suggested to the board to sell the school's bonds positions and put the money in a money market and wait for a month or so. He suggested due to the rate hike being aggressive the school should protect their assets; conserve and not lose any more principal. The school currently has three bonds.

Mr. Ciccarelli moved the motion to sell all the bond positions the school currently has and put it in the money market and sit tight for a while. Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.

ACTION ITEMS

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

COMMITTEE REPORTS:

Building Committee

Mr. Vázquez shared that Mr. Meléndez will be stepping down as the chair of the Building Committee but will remain as an attendee, and Mr. Marlin will take over as chair in March.

Topics of discussion:

- Spring Project
 - The roof replacement at the Zimbrich Campus will begin soon; a set date to be determined for the 1st week of March.
 - The final quotes for the construction at 967-979 Joseph Avenue will be finalized.
 - The concrete step at the entrance of the Zimbrich Campus needs to be repaired.
- The school needs to create a process for parents to enter in and out of the parking lots safely at the Zimbrich Campus.
- The boiler at the church needs replacement.
- The Zimbrich Campus is taking priority for repairs. The discussion has taken place to see what projects will be done in the Spring, Summer, and the new school year.
- Beginning stages on what the Joseph Campus will look like to accommodate the high school campus.

Personnel Committee

No current updates at this time. The Personnel Committee will meet tomorrow, Wednesday, February 16th.

Fundraising Committee

The Fundraising Committee met on Monday, February 14th.

- **Table Captains**
 - The school currently has 20 table captains.
- **Sponsorships**
 - The school needs to find approximately another \$7,000-\$10,000 in sponsors. The next step is to call individuals and ask for their participation. Sponsorship opportunities that are currently available:
 - 1 major sponsor for \$5,000
 - 2 appetizer sponsors for \$1,000 each
 - Venue sponsor for \$2,500
- **Auction and Raffle Items**
 - The school has collected various items for the silent auction.
 - The goal is to have 20-25 items to auction off all under \$100.00 value.
 - Raffle items are needed. Raffle items will be of higher monetary value.

The goal of the Fundraising Committee is to have all the sponsorships, silent auction, and raffle items finalized by April; this will allow for more time to focus on the Gala program.

Mr. Ciccarelli will contact Ms. Adames to set up the next Fundraising Committee for April.

Governance Committee

No current updates.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

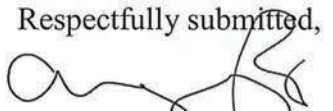
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked for a motion to adjourn the meeting. Dr. DeJesús-Rueff moved the motion, and Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet virtually on Tuesday, March 29th via Zoom Link.

Respectfully submitted,



Angélica Pérez-Delgado

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, March 29, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 pm. A quorum was established.

Board Members Virtually Present:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, Dr. Miriam Vázquez, Angélica Pérez-Delgado, Nelida Torres, Eugenio Marlin, and Miguel Meléndez.

Board Member Absent:

Robert Frasier Jr.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Wellinthon Muñoz, John Harris, Mary Muñoz, Damaris Saltares, Maria Petrella, Nikki Kersbergen, Matt Kleehammer, Tara Ramirez, and Wanda Adames.

PUBLIC INPUT

No public input.

MISSION MOMENT:

The mission moment was presented by the ELT Program. Ms. Ashford shared a slide presentation of the various club opportunities available through the program at the middle school. Several students shared their experiences and how the program has helped them in their lives.

CHAIRMAN REPORT:

Board Retreat

- The Board Retreat was held on March 15 to discuss the school's enrollment plan. By 2024 total enrollment will be 1200 students.
 - 600 students at the Elementary School
 - 200 students at the Middle School
 - 400 students at the High School
- The school will need more space at the Joseph Campus by 2024.
- CEO, Ms. Blackman presented to the board her 2 phase plan to accomplish the expansion. The goal is to bring the high school to the Joseph Campus by 2029.
- More information on the expansion will follow once the Building, Finance, and Fundraising Committee meet.
- Ms. Blackman will present to the board the final detailed plan soon.

2011-2012



CEO Evaluation

- Mr. Vázquez wants to finalize the CEO evaluation no later than the 2nd week of June. All board members will be invited to the meeting.

CEO REPORT:**February Attendance:**

- Attendance in February increased from January. The highest attendance percentage came from the 8th and the 12th grades. February's attendance ended with 85%.

Enrollment:

- Enrollment as of Friday, March 25th was at 974.

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

- 2-8: ELA and Math Interim Assessment
- 8: Algebra and Living Environment Interim Assessment
- 9-12: Benchmark Assessment (ELA, Math, Science, Social Studies) Semester 2
- K-12: 2nd Spanish Benchmark

College & Career Readiness

- There have been 31 college visits since November 2021.
- 80 college applications have been completed.
- 100% of students have been accepted to a 2-year college and two students to a 4-year college
- Five students have been awarded a scholarship

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students
- Six early graduates and 1 dropped student
- Total active enrollment is 44 students

Extended Learning Time Program:**Zimbrich Campus**

- Before-School: 56 students enrolled – 85% daily attendance
- After-School: 66 students enrolled - 92% of attendance

Joseph Campus

- Before-school: 24 students enrolled – 65% daily attendance
- After-school: 45 students enrolled – 58% attendance

Internship Opportunity

- Two students at the middle school have been provided internship opportunities at a barber and beauty salon.

21st Century Grant

- The school is waiting on round 8 of the 21st Century grant decision. The school will know by June 30th.
- An Advisory board meeting was held and the evaluator shared the school is on track to reach its target of serving 650 students at 30 hours per year and all the objectives from the grant narratives.

Operations:

COVID-19

- Two positive cases since the last board meeting.
- Another round of home testing kits will be provided to staff and students before the break.
- The school received one last large distribution of PPE. The big distribution site is slimming down at the County Level. The campuses will be set with PPE.
- 86-87% of staff have been vaccinated.
- CDC moved to optional masking guidance as of March 2nd. The school transitioned to optional masking and the transition has been smooth.

967-979 Executive Offices

- Renovations will begin shortly at the administrative offices
- Renovations will be on track for completion from the end of May to early June.

Church @ Joseph Campus

- The window has been replaced.
- The school is waiting on the adjustor for the boiler that went down.
- The column at the church was looked at and it needs to be rehabilitated. The column needs to be waterproofed.
- The church currently has no tenant, there might be a possible tenant by July. The tenant has been informed this will be a temporary move as the school has plans for the church.

The CEO Cabinet will be moving into the new administrative offices. The CEO Cabinet consists of Ms. Blackman, Ms. Adames, Mr. Harris, Ms. Muñoz, and Ms. Rivera, Finance Department (Ms. Kersbergen & Ms. Pedraza), and Human Resource Department (Ms. Martinez).

CEO Updates:

- **Instruction**
 - ELT classroom visits & Debriefing
 - HS Walkthrough with the Academic Committee
 - Planning and preparation for Wellness Day in April
- **Marketing & Recruitment for Students**
 - Referral Postcard
 - Charter Virtual Recruitment Fair
 - 107 applications just for EMHCS

- Getting ready for Kindergarten visit for Ibero preschoolers
- **Community/Advocacy/Partnerships/Sponsorships**
 - LatinX Leader's Legacy Builders- Charter ED Leaders mtg -RHYBL
 - Bonadillo - SYSCO - School Tool for sponsorships
 - Commissioner Shirley Green Mtg
 - Partnerships with Borinquen Dance: Students will be part of a musical
 - Monroe County Board of Elections- Annette Ramos & Jackie Ortiz
- **HR – Recruitment Plan and Retention**
 - Rochester -Works Job Fair participation
 - Harassment at the Workplace workshop for each campus

Grants Updates:

Donors Choose Update

- Posted: \$40,035.27
- Funded: \$31,411.96
- **Amazon Business Donations:**
 - Approximately \$5,000 in PPE, sports gear, and clothing for our McKinney Vento students.
- **Received in February:**
 - Charter School Expansion Grant for \$150,860 over 2 years (for classroom furniture, supplies, and professional development).
- **Submitted in March:**
 - Invitation to Apply for No Kid Hungry Grant Round 2: \$50,000
 - School Lunch Program Kitchen Equipment Grant: \$20,000
- **In Process in March:**
 - ARP Homeless Children and Youth Grant: \$20, 253 due 3/31
 - Completing grant reports that are due on 4/1 and 4/15

Sports Athletics:

- **Ronald McDonald House All-Star Basketball Game**
 - Senior Varsity Basketball Player, **Antoine McFadden**, on his invite to play in the Ronald McDonald House All-Star Basketball Game on March 26th.
- **Fundraising Initiatives**
 - Athletic Director, Ms. Johnson is creating fundraising initiatives to assist with purchasing sports equipment and uniforms.

ACADEMIC COMMITTEE REPORT:

The Academic Committee has 3 focuses for this school year:

1. Rigorous tasks
2. Student academic talk
3. Student engagement in their school work



High School Board Visit

- The board visited the high school looking for the 3 focuses.
- When a rigorous task is given and the students can talk to each other this leads to powerful student engagement.
- Dr. DeJesús-Rueff thanked Mr. Muñoz for a wonderful visit.
- The teachers encouraged deep student learning and the students were deeply engaged.

Spanish Language Arts

- The Spanish Language Arts data that was presented was strong because there was
 - A clear curriculum
 - A clear emphasis on the 3 focuses.
 - There is follow-through from the administrator, the coach is working with the teachers and provides them with clear guidelines and expectations. The teachers thrive with that type of support.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee met before the board meeting and reviewed February's financial statements reports with the Finance Manager, Ms. Kersbergen, and Consultant, Mr. Caster. Ms. Blackman discussed several proposals with the committee for Staff Retention Initiatives that will be seen as part of the presentation on April 5th. The committee also reviewed the quotes for the Zimbrich Campus roof which is an action item. The Finance Committee voted to approve for a board discussion the roofing contract for the Elmer W. Davis Roofing Company contingent upon additional information about its certifications, satisfaction from customers, and its work in the community; it will be presented later as an action item. Ms. Blackman reported the grant updates on the Finance Committee agenda.

Financial Reports

Ms. Nikki Kersbergen, Finance Manager reviewed the financial statements as of February 28, 2022. Please see the attached reports.

ACTION ITEMS

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

Zimbrich Roof

It was presented at the Finance Committee meeting to move to another roofing company due to the existing roofing company Finger Lakes not being able to begin the work until July with a price increase.

Ms. Walker moved the motion to approve the bid of the Elmer W. Davis Roofing Company contingent upon additional information about its certifications, satisfaction of customers, and its

work in the community. Mr. Marlin seconded the motion. The motion was approved unanimously.

COMMITTEE REPORTS:

Personnel Committee

- Process and Procedure for Relationships in the Workplace

Mr. Vázquez called for a motion to approve the Process and Procedure for Relationships in the Workplace. Ms. Walker moved the motion, and Dr. DeJesús-Rueff seconded the motion. The motion was approved unanimously.

The meeting times for the Personnel Committee meetings have changed from noon to 4:00 pm. The next meeting will be on April 13th at 4:00 pm.

Building Committee

- Three bids were presented to the Building Committee to begin work at 967-979 Joseph Avenue. The bids are over \$20,000 so the board must vote to allow to begin construction at the new location.

Mr. Vázquez called for a motion to begin construction at the 967-979 Joseph Avenue location. Dr. DeJesús-Rueff moved the motion, and Mr. Meléndez seconded the motion. The motion was approved unanimously.

Fundraising Committee

- **Focus:**
 - To get more auction items
 - Obtain large auction items for the raffle(s)
 - The school is looking to fill all sponsorship opportunities to pay for the entire event.
 - The Fundraising Committee is looking for another \$5,000 sponsor opportunity

Mr. Ciccarelli, along with Ms. Blackman and Ms. Adames will be visiting Casa Larga in May to discuss removing some extra costs the venue is charging for the event.

The next Fundraising Committee will be in May. The goal is by June to have all the sponsorships opportunities filled, have the venue cost finalized and the items for the silent auction and the raffle items completed.

Governance Committee

No current updates.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

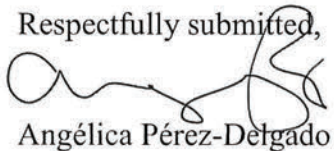
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked for a motion to adjourn the meeting. Mr. Ciccarelli and Mr. Marlin seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet virtually on Tuesday, April 26th via Zoom Link.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', written over the printed name.

Angélica Pérez-Delgado

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, April 26, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:32 pm. A quorum was established.

Board Members Virtually Present:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, Dr. Miriam Vázquez, Angélica Pérez-Delgado, Eugenio Marlin, and Miguel Meléndez.

Board Member Absent:

Robert Frasier Jr., and Nelida Torres.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Wellinthon Muñoz, John Harris, Damaris Saltares, Maria Petrella, Nikki Kersbergen, Leslie Rivera, Ryan Caster, Matt Kleehammer, Vincent Alexander, Robert Zimmerli, Wilmarie Velez, and Wanda Adames.

PUBLIC INPUT

No public input.

Mr. Vázquez asked for 2022-2023 and Financial Reports to be reported first due to consultant Mr. Caster leaving the meeting early.

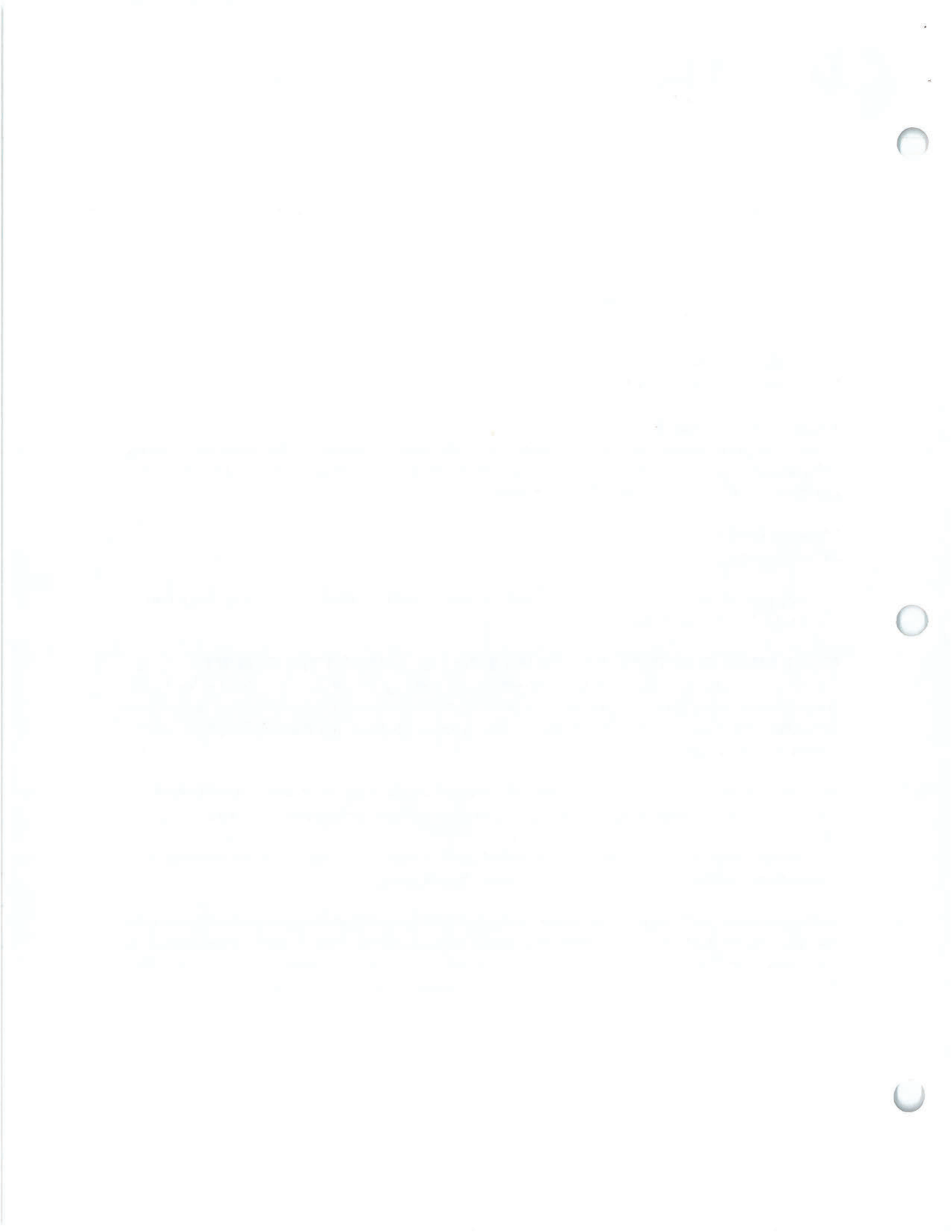
CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee met before the board meeting and reviewed the 2022-2023 school year budget and March's financial statements reports with the Finance Manager, Ms. Kersbergen, and consultant, Mr. Caster. The Finance Committee is recommending the 2022-2023 school year budget for board approval today.

Mr. Caster reviewed and provided an overall summary of the 2022-2023 school year budget. A separate motion for rewarding outstanding performing teachers will need to be made.

Ms. Walker made the motion to accept the 2022-2023 school year budget. Dr. DeJesús-Rueff seconded the motion. The motion was approved unanimously.

After discussion, the Finance Committee all agreed and is recommending for board approval for the school to set aside \$25,000 to reward teachers for outstanding performance contingent on an evaluation rubric approved by the Personnel Committee. Ms. Walker made the motion and Ms. Pérez-Delgado seconded the motion. The motion was approved unanimously.



Financial Reports

Ms. Nikki Kersbergen, Finance Manager reviewed the financial statements as of March 31, 2022. Please see the attached reports.

MISSION MOMENT:

The mission moment was presented by the Elementary School. The elementary students grades kindergarten to 6th grade participated in their Student-Led Conferences for the first time. Students picked work they were proud of and shared with teachers, staff, and their parents.

CHAIRMAN REPORT:

No new updates.

CEO REPORT:**March Attendance:**

- Attendance in February increased from January. The highest attendance percentage came from the grades 6th – 8th grades. March's attendance ended with 84%.

Enrollment:

- Enrollment went down from March at 974 to April at 969.

Lottery:

- 92 parents received offers to attend EMHCS, 48 of which are still pending.
- There is a projected enrollment for the Fall of 2022-2023 at 1021
- There are currently 263 students on the waitlist

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

- 3-8: NYS ELA Assessment.
- 9-12: Benchmark Assessment 2 (ELA, Math, Science, Social Studies)

College & Career Readiness

- There have been 10 college visits since November 2021.
- 95 college applications have been submitted.
- 100% of students have been accepted to a 2-year college and 32 applications were accepted for a 4-year college program
- Twenty students have been awarded a scholarship

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students
- Six early graduates and 1 dropped student
- Total active enrollment is 44 students

Extended Learning Time Program:

Zimbrich Campus

- Before-School: 56 students enrolled – 91% daily attendance
- After-School: 67 students enrolled - 89% of attendance

Joseph Campus

- Before-school: 17 students enrolled – 88% daily attendance
- After-school: 44 students enrolled – 77% attendance

External Evaluation

- External observations have been scheduled for May.

21st Century Grant

- The school officially received notification for the award of the Round 8 Grant Award.

Operations:

COVID-19

- Four positive cases since the last board meeting
- 87-88% of staff have been vaccinated. The non-vaccinated staff has been submitting weekly negative Covid test results.

Zimbrich Roof

- The roof replacement has begun and will be completed in another week.

967-979 Joseph Avenue – Administrative Executive Offices

- Renovations have begun.
- Renovations will be on track for completion from the end of May.

2022-2023 Bell Schedule

- EMHCS will have a new bell schedule.
- RCSD has placed the Charter Schools into tiers (Tier 1 and Tier 2).
 - The elementary school will be from 9:00 am to 4:00 pm bus schedule
 - The middle and high school will be from 7:30 am – 2:30 pm.
 - The early schedule will allow for participation in the sports program.

Day of Caring

- Mr. Harris is soliciting board members and staff for the day of caring to assist with beautifying the Joseph Campus. More information will be shared the following week.

CEO Updates:

- **Budget Meetings**
 - The first draft proposal and edits were completed
- **Long Term Suspension (LTS) Meetings**
 - I attended seven high school and one middle school LTS meetings

- **NY Seal of Biliteracy Presentation at the high school**
 - 12 students presented at the high school
- **Capital Campaign Received**
 - \$2,500 venue sponsorship from FreedMaxick
 - \$1,000 table sponsorship from the Puerto Rican Festival
 - The band has been donated by BlackHawk Security
- **Human Resource Department**
 - Ms. Wilmarie Velez Feliciano started as the new elementary assistant principal.

Grants Updates:

Donors Choose Update: Posted: \$43,551.41 & Funded: \$34,446.03

- EMHCS currently has 10 live projects waiting for funding – (eight at the elementary school and two at the middle school.)

Grants:

- EMHCS won Round 8 of the 21st Century Grant: \$1,078,098 each year for the next 5 years to fund our ELT program.

Submitted in March:

- Invitation to Apply for No Kid Hungry Grant Round 2: \$50,000
- School Lunch Program Kitchen Equipment Grant: \$20,000
- ARP Homeless Children and Youth Grant: \$20,253

ACTION ITEMS

March's board meeting minutes were presented for approval. Dr. Vázquez moved the motion, and Ms. Walker seconded. The motion was approved unanimously.

COMMITTEE REPORTS:

Personnel Committee

The Personnel Committee met on April 13th and discussed the need for a policy about recording meetings and school activities because there were problems with students recording and sending videos to other individuals causing conflicts.

Dr. Vázquez moved the motion to accept the Recordings of Meeting and School Activities Policy. Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

Building Committee

The Building Committee met today, April 26th. The following updates were discussed:

Zimbrich Campus

The work at the Zimbrich Roof has begun and will be completed within the next two weeks.

- The school has received two quotes for the front entry of the Zimbrich Campus. They are waiting on the 3rd quote.

Bell Schedule

- Transportation issues with the new bell schedule as discussed prior with Mr. Harris

Church @ Joseph Campus

- The insurance company is continuing to work on the claim to replace the boiler at the church. Additional information is needed.
- There is a potential tenant for the church as of July 1st.

Administrative Office

- The renovations have begun and will be completed by the end of May.

Day of Caring

- There is a tentative date of May 21st.

Landscaping Bids

- The school is looking for 3 bids for landscaping for the Zimbrich, Joseph, and the Administrative office.
- Mr. Harris will submit bids for approval with Ms. Blackman
- The Building Committee can approve since the amount is less than \$20,000.

Dr. Vázquez shared that the Rotary Walkathon is the same day as the tentative date for Day of Caring.

Fundraising Committee

Gala

- Mr. Ciccarelli, Ms. Blackman, and Ms. Adames will Visit Casa Larga in the 2nd week of May to visit the venue and discuss the contract and renegotiate the rate.
- Focus on getting all the sponsorship opportunities paid
- Mr. Ciccarelli shared that the table captains collect all the monies from the individuals and then send one check to the school.

ACADEMIC COMMITTEE REPORT:

The Academic Committee meeting met today, April 26th.

Key Points for 2022-2023 At A Glance Calendar

- The calendar has a lot of professional development built into the calendar
 - It helps build teachers' capacity and provides them time to get lesson plans together.
- The first day of school is September 6, 2022.
 - 182 school days for elementary and middle school

- 181 school days for high school
- Five days are noon dismissal for building base PD so staff can work together.
- 3 EMHCS Conference Day – full days of PD
- There is one emergency day in case of makeup – April 28, 2022.

Dr. DeJesús-Rueff moved the motion to approve the At a Glance Calendar 2022-2023 School Calendar. Mr. Ciccarelli seconded the motion. The motion has been approved unanimously.

Mr. Meléndez recommended for the school do an in-house celebration for Juneteenth.

Governance Committee

No current updates.

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. Ciccarelli and Ms. Walker seconded the motion. The motion was approved unanimously.

Mr. Vazquez shared that for June, the board meeting will be in person. The board will need to pass a resolution, the process is a bit complicated. The school is seeking legal advice from the attorney to see how to proceed if a board member wishes to attend virtually.

NEXT MEETING:

The next Board Meeting will meet virtually on Tuesday, May 31st via Zoom Link.

Respectfully submitted,



Angélica Pérez-Delgado
Board Secretary

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, May 31, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:32 pm. A quorum was established.

Board Members Virtually Present:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Ray Ciccarelli, Dr. Miriam Vázquez, Angélica Pérez-Delgado, Eugenio Marlin, and Robert Frasier Jr.

Board Member Absent:

Nelida Torres and Miguel Meléndez.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Mary Muñoz, John Harris, Damaris Saltares, Maria Petrella, Nikki Kersbergen, Leslie Rivera, Vincent Alexander, Robert Zimmerli, and Wanda Adames.

MISSION MOMENT:

The middle school presented the mission moment. The middle school highlighted the activities that were performed for Better World Day. The students partnered with the Bethany House (shelter for women and children) by cleaning the shelter's inside and surrounding areas, beautifying the middle school campus, creating a batting cage, and having a neighborhood clothing drive.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT:

CEO Final Evaluation

- The CEO Final Evaluation is on Friday, June 17, at 5:30 pm. Mr. Vázquez encourages all the board members to attend the meeting. Ms. Adames will send the invite.

CEO REPORT:

Enrollment:

- Enrollment decreased from 969 to 962.

Lottery:

- 48 lottery registrations have been completed
- There is a projected enrollment for the Fall of 2022-2023 at 1037
- There are currently 283 students on the waitlist

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

- 3-8: NYS Math Assessment
- K-12: NYSESLAT

College & Career Readiness

- There have been ten college visits since November 2021.
- 102 college applications have been submitted.
- 100% of students have been accepted to a 2-year college, and 14 applications were accepted for a 4-year college program
- Twelve students have been awarded a scholarship

Cohort 2018 Accountability

- Total Accountability Cohort 2018 is 51 students
- Six early graduates and 1 dropped student
- Total active enrollment is 44 students

Extended Learning Time Program:

Zimbrich Campus

- Before-School: 56 students enrolled – 90% daily attendance
- After-School: 67 students enrolled - 92% of attendance

Joseph Campus

- Before school: 18 students enrolled – 80% daily attendance
- After-school: 45 students enrolled – 53% attendance

Community Service

- Joseph After-School Program is working to beautify the Joseph Church with a community service project.
 - Save the Date: June 6th – 10th from 4:00 pm – 5:15 pm

Teacher Survey

- Teachers in grades 1-5 will receive the survey
- The survey aims to assess the student's participation and growth.

Student Surveys

- Students' surveys will be sent out by the school's external evaluator - Brockport Research Institute (BRI).
- The results of the survey will assist with next year's planning.

Operations:

COVID-19

- As of May, there is no contact tracing through MCDOH.
- The school continues to report daily to the NYSDOH.

- Staff and families will need to contact the school and fill out a Google Form in case of a positive case. This is how the school will keep track of the positive cases.
- There have been 237 total positive cases schoolwide since September 8.
- 85-88% of staff have been vaccinated. The non-vaccinated staff has been submitting weekly negative Covid test results.

Zimbrich Roof

- The roof replacement was completed on May 14, 2022

Church at Joseph

- The roof leak at the church will be repaired at no additional cost. The services are being donated. Thank you to Mr. Alexander for getting the school the connection.

Zimbrich Front Stairs and Entry

- Five proposals were received. The school is looking to complete the work before school begins in the Fall.

Several bids mentioned using rebar or a wire mesh as a stabilizer for the concrete; this information was not mentioned in the UA Maintenance bid. Before the school considers this company to perform the work, Mr. Harris will contact the company tomorrow to ensure that the items mentioned above are included in the bid. If there is a price increase, the school will reconsider its choice of company to perform the work.

CEO Updates:

Recruitment for Students and Staff

- The school currently has six buses displaying staff recruitment add for five weeks.
- New partnership with the Thurston Association – student and staff recruitment

SUNY Charter School Visit

- The school is currently in its 2nd year of renewal. The renewal will be Fall of 2024.
- There are 48 targets/goals aligned to the accountability report.
 - Ten belong to elementary school, 10 to the middle school, and 28 in the high school
- The focus is on showing evidence of student growth.

Finger Lakes Works

- May 23 Opening Ceremony at MCC workforce opportunity
 - Providing opportunities for the students to participate

Day of Caring

- Saturday, May 21, was the Day of Caring. In attendance were staff, board members, and staff family. The concentration was the Administrative Offices and the Zimbrich Campus.

StandUp4EDEquity

- The event took place on Saturday, May 7. EMHCS was the school with the most presence.

Villa of Hope

- Ms. Blackman and Ms. Rivera met with the CEO and Director of Programming.
- The focus of the discussion is looking at ways to partner with them for the professional development of the social workers and how they can support the school with the social and emotional needs of the students.

Grants Updates:

Donors Choose Update: Posted: \$45,119 & Funded: \$34,641.92

- EMHCS currently has 12 live projects waiting for funding – (eleven at the elementary school and one at the middle school).

Grant Notice:

- EMHCS did not receive the Polisseni Foundation Grant or the Konar Foundation Grant.

Submitted in April:

- No Kid Hungry Grant Round 2 for \$50,000
- Vouchers for ARP and CRRSA Grants - \$2,456,727 million
 - For expenses from March 2020 to April 2022

ACADEMIC COMMITTEE REPORT:

The Academic Committee meeting met today, May 31. There are two main key topics of discussion.

- Spanish Language Curriculum – Grades 7th – 12th
 - Encuentros curriculum
 - The Encuentros curriculum will replace the current World Language Spanish classes for grades 7th – 12th. The current curriculum used is Avancemos.
 - The curriculum will be paid through the Flow-through funds that the school receives from the RCSD.

Dr. DeJesús-Rueff moved the motion to approve the new Spanish curriculum – Encuentros. Mr. Marlin seconded the motion. The motion was approved unanimously.

- ALEKS Intervention Software Program
 - ALEKS is a program for grades 3-12, and it comes in English and Spanish. The program is individualized for each student.
 - The program is accessible to students on any device and does not need to be uploaded to the Chromebook.
 - The goal is to motivate students in math and begin filling the gaps.

- The flow-through funds do not cover the program's cost because it is technology. The school might have technology funds, but not until November.
- Currently, there is money in the Academic budget to cover the cost in full.
 - The individual cost per student is \$33.30 for \$26,000. The total amount due will be based on final student enrollment.
 - The cost includes three professional development sessions for staff and the program site setup.

Dr. DeJesús-Rueff moved the motion to approve the ALEKS Math Intervention Program. Mr. Ciccarelli seconded the motion. The motion was approved unanimously.

Next month plan to speak about next year's scheduling and the EL review and findings.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee met immediately before the board meeting and reviewed April's financial statements reports with the Finance Manager, Ms. Kersbergen, and consultant, Mr. Caster. Draft Form 990 from July 1, 2020, to June 30, 2021, was presented for information only, and unless anyone has any questions, they need to be directed to Ms. Blackman. Ms. Blackman will then need to sign the form once any questions have been asked and answered.

The committee briefly discussed the bid tab sheet for the Zimbrich Front Entryway. Ms. Walker proposed a question to Mr. Harris earlier in the board meeting. The proposal will be reported by the Building Committee this evening. Ms. Blackman reviewed the grant updates. There are no action items today.

Financial Reports

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

ACTION ITEMS

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

There is no action item at this time for Form 990. Ms. Blackman will sign the document.

COMMITTEE REPORTS:

Building Committee

The Building Committee met on May 17. The following updates were discussed:

- Bid Tab Sheet – Zimbrich Campus Front Entryway
 - The Building Committee is recommending UA Maintenance complete the job.
 - The cost of the project is \$35,900.00.
 - This company best meets the need of the school, has great customer review, and the project will be done before the new school year begin.

Mr. Marlin recommends the UA Maintenance bid tab to perform the Zimbrich Entryway. Dr. DeJesús-Rueff moved the motion, and Mr. Ciccarelli seconded. The motion was approved unanimously.

Governance Committee:

Open Meeting Law

- Since COVID, the rules of the Open Meetings changed temporarily.
 - The board has two options to choose from. The first option is for the board to go back to pre-pandemic Open Meeting Law practices, including videoconferencing, where every trustee who will vote or count for quorum must be physically present at a location. The location will be included in the meeting public notice and open and accessible to the public.
 - The 2nd option is too cumbersome, and the board is already familiar with the first option.
- Board members to attend by video conferencing will provide their address to be published and accessible to the public.
- Board members must provide their address by the Thursday before the board meeting so Ms. Adames can post the address(es) on the monthly public notice.

Resolution

The Governance Committee recommends that the Board of Trustees of the Eugenio María de Hostos Charter School return to the pre-pandemic Open Meeting Law practices. Mr. Marlin moved the motion, and Dr. Vázquez seconded the motion. The motion was approved unanimously.

Personnel Committee:

The Personnel Committee met on May 18. There were two topics of discussion.

- **Teacher Retention**
 - From June to May, there were 73 resignations and 80 new hires; from the resignations, 37 were teachers, ten paras, and the others were other instructional staff.
 - Over the next five years, there will be approximately 85,000 teachers eligible for retirement, and the schools of education are reporting very low enrollment numbers.
 - The focus is on retention – once the school gets the staff, how will the school retain them.
 - Reviewing the onboarding process, what supports are in place and how the school provides resources to help them grow and feel successful for them to stay.
 - The committee will report their findings in next month's meeting.
- **Rubric for Teacher Bonus**
 - Pre-Covid, the school would provide teachers with performance base raises.
 - During the last board meeting, \$25,000 was approved for teacher's bonuses. This is for teachers that go above and beyond.

- There are three criteria for teacher bonuses for this year.
 - Are 75% of my students showing growth?
 - Does my evaluation of the four domains in the Danielson Rubric show that I am highly effective?
 - Have I done anything, or what have I done to improve the school's culture?
- The board received a draft copy of the rubric. Dr. DeJesús-Rueff suggested that the category of school culture included the elements of the school's mission and vision.
- **Staff Appreciation**
 - Reminder, for the board members, the staff appreciation lunch will be on June 9 (Joseph and Kodak Campus) and June 10 (Zimbrich Campus).

The next Personnel Committee meeting is on June 15 at 4:00 pm.

The board is requesting the following information for Staff Retention:

- What is the staff retention rate?
- What are the reasons why the staff is leaving?
- What are the benchmarks from other charter schools? Are they experiencing the same?

The climate survey will be discussed during the board retreat.

Fundraising Committee

Gala

- Ms. Blackman and Ms. Adames met with the venue to discuss certain charges on the contract. The venue will get back to the school with what they can do to lower some charges and provide silent auction/raffles items for the Gala.
- Mr. Ciccarelli's NY and Naples Office will be the main sponsor for \$10,000.
- The school is looking at having the Gala sponsored 100%.
- The next meeting will be scheduled for June.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

Mr. Frasier asked for clarification of the protocol for a person to address the board. Mr. Vazquez clarified as follows:

- During the Public Input section of the board meeting, any individual can address the board.

- If a parent and staff have a concern, they should first contact the CEO to address the concern.
- If the CEO can't address the concern or the individual wishes to take it to a higher level, then the Board Chair will speak with the individual.
- If the Board Chair can't address it or the individual wishes to take it higher, then they can address the board.
- If the board can't address the concern, they can contact the Charter School Institute.

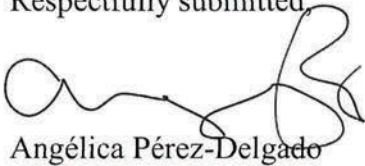
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked for a motion to adjourn the meeting. Ms. Walker moved the motion, and Mr. Marlin seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet in person on Tuesday, June 28, 2022, at 1069 Joseph Avenue.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Angélica Pérez-Delgado', with a large, stylized flourish at the end.

Angélica Pérez-Delgado
Board Secretary

BOARD OF TRUSTEES MEETING

The Eugenio Maria de Hostos Charter School Board of Trustees met virtually on Tuesday, June 28, 2022. Board Chairman, Mr. Julio Vázquez, called the meeting to order at 5:33 pm. A quorum was established.

Board Members Virtually Present:

Julio Vázquez, Connie O. Walker, Dr. Marcia DeJesús-Rueff, Angélica Pérez-Delgado, Nelida Torres, Eugenio Marlin, Miguel Meléndez, and Robert Frasier Jr.

Board Member Absent:

Dr. Miriam Vázquez and Ray Ciccarelli.

School Staff Virtually Present:

Sandra Chevalier-Blackman, Mary Muñoz, John Harris, Maria Petrella, Nikki Kersbergen, Leslie Rivera, Vincent Alexander, Robert Zimmerli, Lashawndra Ashford, and Wanda Adames.

MISSION MOMENT:

The ELT program presented the mission moment. The middle school students testified how they feel about performing community service at the church on Joseph Avenue.

PUBLIC INPUT

No public input.

CHAIRMAN REPORT:

Board Retreat

- Ms. Adames will send out an invite for a board retreat in August.
 - Topics of discussions:
 - Increase Security at the campuses
 - Academic

CEO REPORT:

Enrollment:

- Enrollment decreased from 969 to 962.

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

- 4th Grade NYS Science Performance & Written Exam
- 8th Grade NYS Science Performance & Written Exam
- K-8: Fastbridge Diagnostic Student's Growth summary ELA
- K-8: Fastbridge Diagnostic Student's Growth summary Math

Extended Learning Time Program:**Zimbrich Campus**

- Before-School: 50 students enrolled – 90% daily attendance
- After-School: 61 students enrolled - 88% of attendance

Joseph Campus

- Before school: 18 students enrolled – 95% daily attendance
- After-school: 32 students enrolled – 80% attendance

Surveys

- Teachers in grades 1-5 will receive the survey
 - 60% of teachers completed the survey.
- Students' surveys will be sent out by the school's external evaluator - Brockport Research Institute (BRI).
 - 97% of students completed the survey.

Operations:**Safety & Security**

- PD and training over the summer for security guards
- The Visitor Management System software is up and running and will begin in the fall.
- Cell phone locking devices will enable students to lock their phones during the day without the school collecting them daily.
- Interior Doors will have key card entry
- Additional Security Personnel

Summer Projects:

- Mr. Martinez will be working on various projects over the summer.

Church

- The church roof will be completed by June 30th. The roof was a donation.

Zimbrich

- Scheduling for mats to be installed in the elementary gym
- Scheduling elementary front entryway stairs construction

Joseph Expansion

- RFP pulled June 30th from the website.
- Responded and will submit: bergmann, Labella, SWBR

Covid & Vaccines

- 240 reported cases
- Unvaccinated staff – will need to report negative covid results until June 30th.
- 89% of staff are vaccinated

CEO Updates:**Final Evaluation**

- There was an online final evaluation pilot opportunity this year; it will be implemented for the 2022-2023 school year.

Teacher Mentorship

- The program consisted of 5 mentors that mentored 12 teachers. EMHCS received a \$5,000 check from M&T Bank Charitable Foundation.

Rochester Youth Hispanic Baseball League (RYHBL)

- EMHCS sponsored a team for the 2022

Grants Updates:**Gala Update:**

- The venue price was renegotiated
- Attorney Fink contributed to the Gala

Donors Choose Update: Live Proposals: 8 Primary School & 1 Middle School

- Posted: \$45,845.64
- Funded: \$35,988.44

Amazon Smile Donation: \$104.92 (February-April 2022)**Grants:**

- EMHCS was awarded the ARP Homeless Youth & Children Grant: \$20,253.
- Charter School Remote Learning Subgrant: \$49,500 (for expenses from 7/1/2020-9/30/2020)

United Way Update:

- Nine staff have pledged so far

Cohort 2018 Accountability

- June graduation rate is 88%
- The August projection rate is 92%
- Six early graduates (June 2021)
- Six students received a Regents diploma
- 39 students received advanced regents diploma
- 12 received the Seal of Biliteracy
- 5 Year Graduated (Cohort 2017) – increased from 80% to 89%
- 2 August Summer School Candidate

ACADEMIC COMMITTEE REPORT:

- Results of the final reports from testing will be the baseline for next year
- The high school graduation rate is increasing.

CHIEF FINANCIAL OFFICER REPORT/FINANCE COMMITTEE REPORT:

The Finance Committee met immediately before the board meeting, reviewed May's financial statements reports with the Finance Manager, Ms. Kersbergen, and reviewed the grant status with Ms. Blackman.

The finance committee discussed Mr. Ciccarelli's proposal to take advantage of the higher interest rates. The school currently has \$2,000,000.00 sitting in a Schwab account not earning much interest. The committee wishes to invest the money in 6-month CDs or 9-month treasury notes to receive 1.8 – 2% interest. Ms. Walker moved the motion to accept the proposal, and Mr. Marlin seconded. The motion was approved unanimously.

The committee discussed the funds sitting in the M&T Bank account. The committee asked Ms. Kersbergen to contact the bank and see what they could do for the school. Some of the funds will be used for the Joseph Avenue project.

Financial Reports

Ms. Nikki Kersbergen, Finance Manager, reviewed the financial statements as of May 31, 2022. Please see the attached reports.

ACTION ITEMS

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

COMMITTEE REPORTS:**Building Committee**

- There are no new updates and actions to go before the board.

Governance Committee:

No new updates.

Personnel Committee:

No new updates.

Fundraising Committee**Gala**

- Ms. Blackman reported table captains began paying for their tables
- The venue price was renegotiated.

Old Business

No old business.

New Business

No new business.

Executive Session

No executive session.

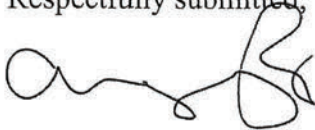
ADJOURNMENT

With no other business to discuss, Mr. Vázquez asked for a motion to adjourn the meeting. Dr. DeJesús-Rueff moved the motion, and Ms. Walker seconded the motion. The motion was approved unanimously.

NEXT MEETING:

The next Board Meeting will meet in person on Tuesday, July 26, 2022, at the Irondequoit Library, 1290 Titus Avenue, Room 213- Laurelton, Rochester, NY 14617.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Angélica Pérez-Delgado', written over a horizontal line.

Angélica Pérez-Delgado
Board Secretary

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Raymond Ciccarelli

Name of Charter School Education Corporation:

Eugenio Maria de Hostes

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

FUND RAISING LEAD
FINANCIAL PART OF BOARD

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

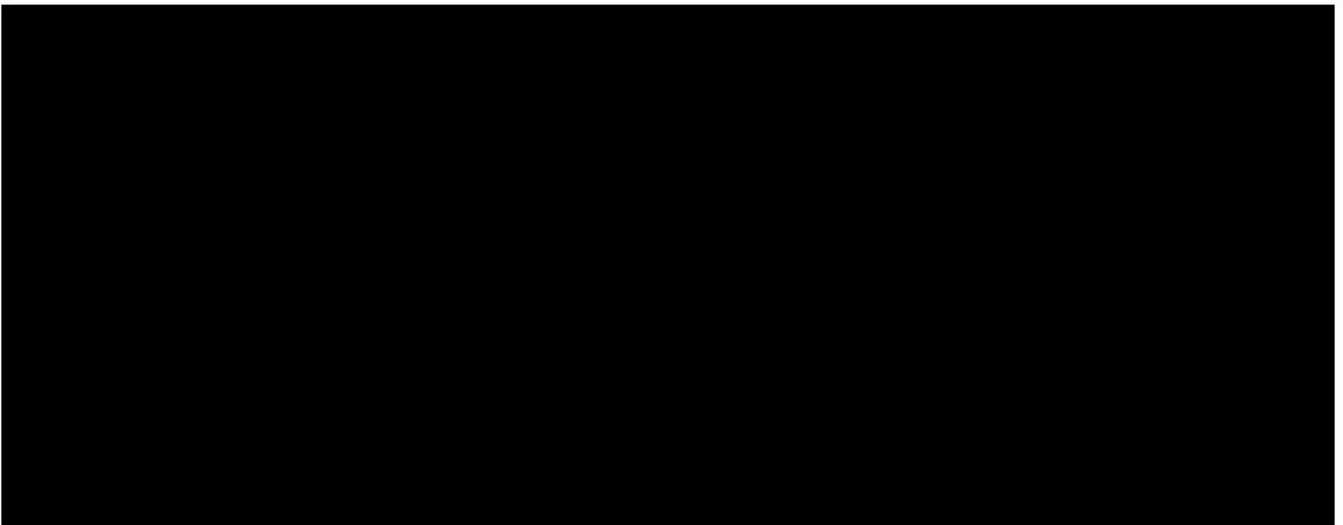
☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Marcia DeJesus-Rueff

Name of Charter School Education Corporation:

Eugenio Maria de Hostos Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Board of Trustees, Chair of the Academic Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

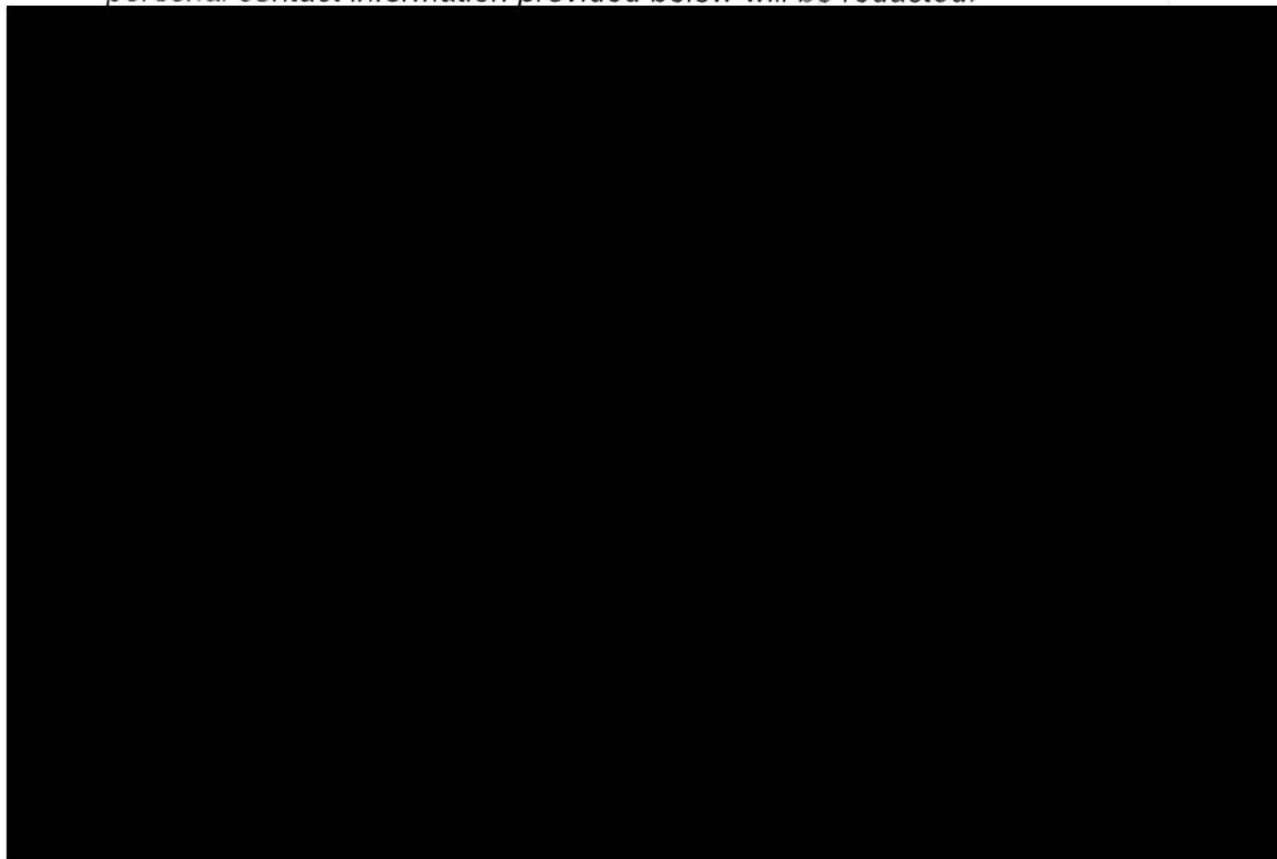
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



Marcia DeJesus-Rueff

7-27-22

Signature

Date

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- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Angelica Perez-Delgado

Name of Charter School Education Corporation:

Eugenio Maria de Hostos

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

Both of my grandchildren attend the school.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

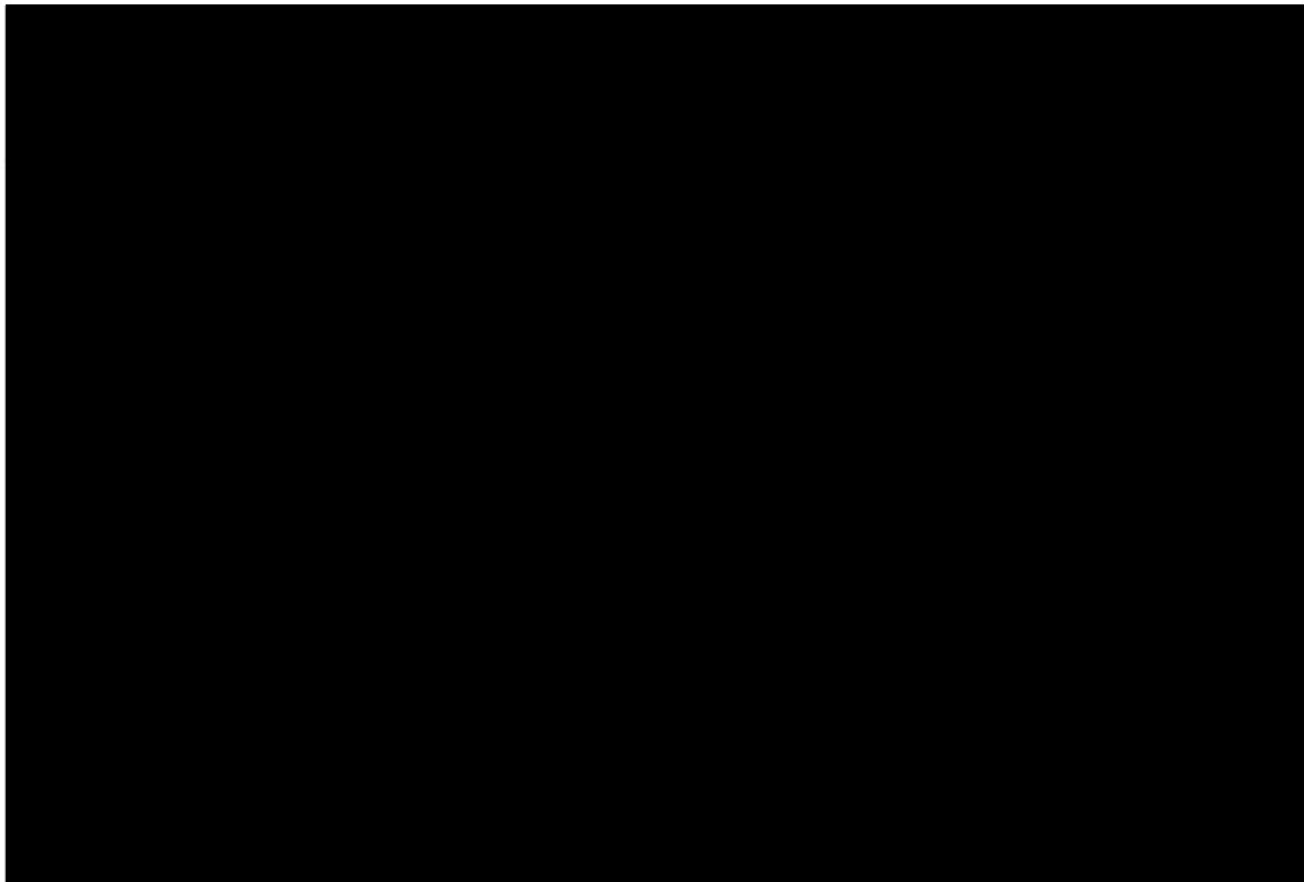
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Ibero-American Action League	Provide youth mentoring and family assistance services	\$150k	Angelica Perez-Delgado President & CEO	

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



A handwritten signature in black ink, appearing to be 'C. Hostos', written over a horizontal line.

July 28, 2022

Signature

Date

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- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Miriam Vazquez

Name of Charter School Education Corporation:

Eugenio Maria de Hostos Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

Personnel Committee Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

Cousin-Cook

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☐ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

NA

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

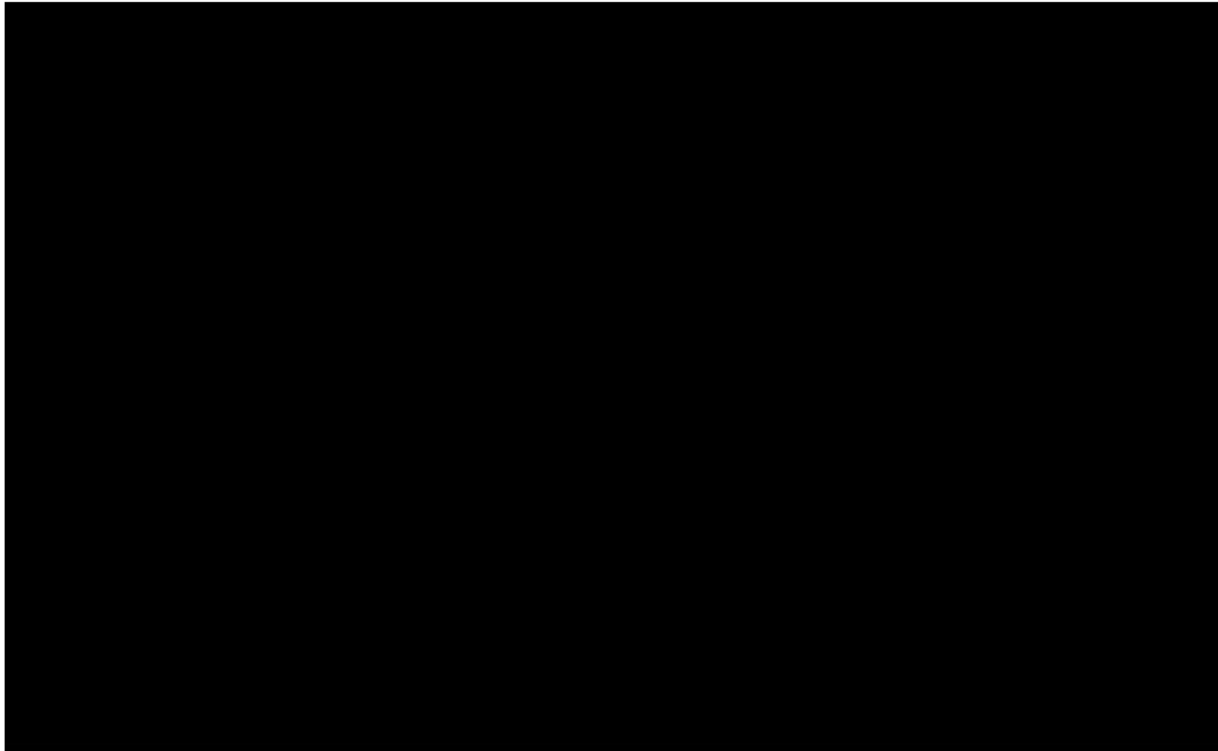
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.




Signature

8/1/2022
Date

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Eugenio Marlin

Name of Charter School Education Corporation:

Eugenio Maria de Hostos Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice-chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☒ **Yes** ☐ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

Luzegnis Marlin, niece - Teacher

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

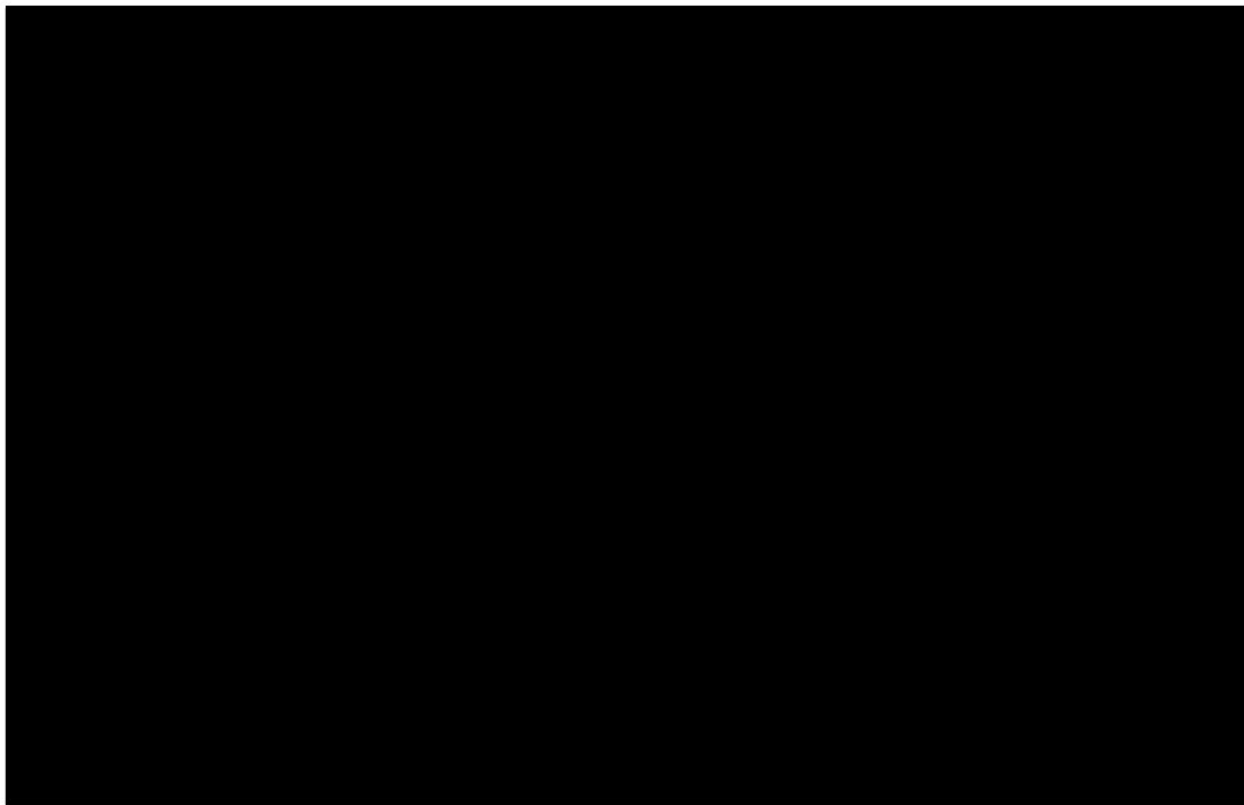
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Ibero-American Development Corporation	Facility leasing		Eugenio Marlin	Recusal from participation in discussion or decisions of transactions with business.

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



A handwritten signature in blue ink, appearing to be 'Eugenio Marlin', written over a horizontal line.

Signature

August 1, 2022

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Connie O. Walker

Name of Charter School Education Corporation:

Eugenio Maria de Hostos Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
SUNY Brockport	Higher Education		Connie O. Walker Vice President, Alumni Association	Vote Recusal
Monroe Community College	Higher Education		Connie O. Walker Trustee	Vote Recusal

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Acceptable signature formats include:

- Page 5 of 5

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Julio Vázquez

Name of Charter School Education Corporation:

Eugenio María de Hostos Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Chair of the board.

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

My three ~~son~~ great-grand-children are attending the school. They will not have any special privileges or benefits.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**


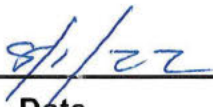
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



 
Signature Date

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Nelida Torres

Name of Charter School Education Corporation:

EMHCS

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Parent Representative/Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

I have 3 children who attend the school
and they do not benefit from my
participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

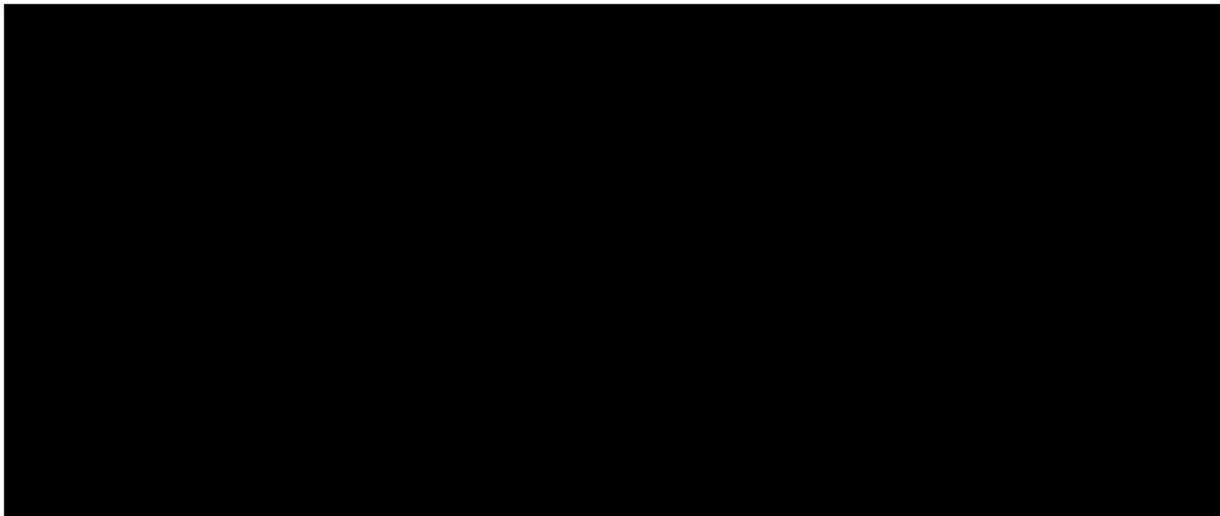
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

-

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



A handwritten signature in cursive script, appearing to read "Melike Tunc".

Signature

A handwritten date "8-1-22" in cursive script.

Date

Acceptable signature formats include:

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Robert L. Frasier Jr.

Name of Charter School Education Corporation:

Eugenio Maria de Hostos Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board of Trustee - Parent Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

Have 2 children enrolled. There are no special privileges.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

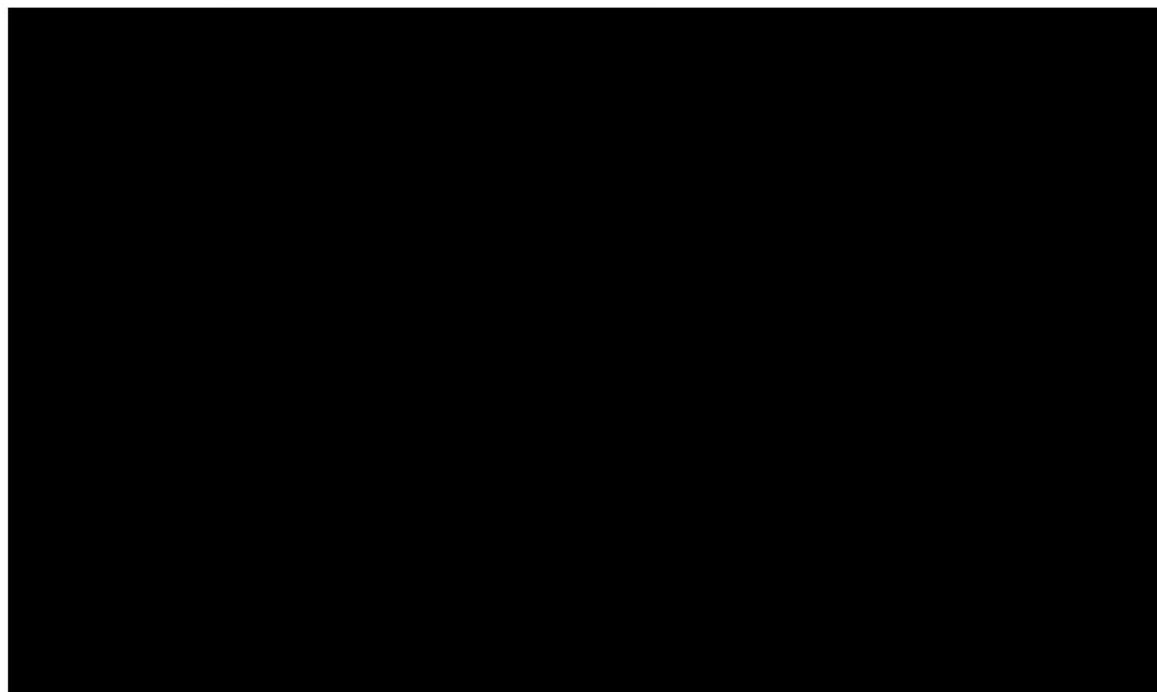
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

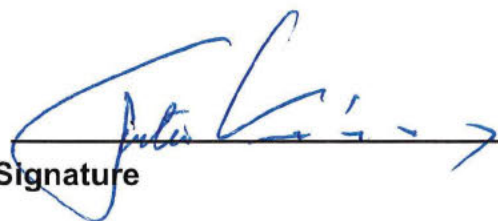
☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:




Signature


Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Miguel A. Meléndez Jr.

Name of Charter School Education Corporation:

Eugenio Maria de Hostos

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

N/A

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

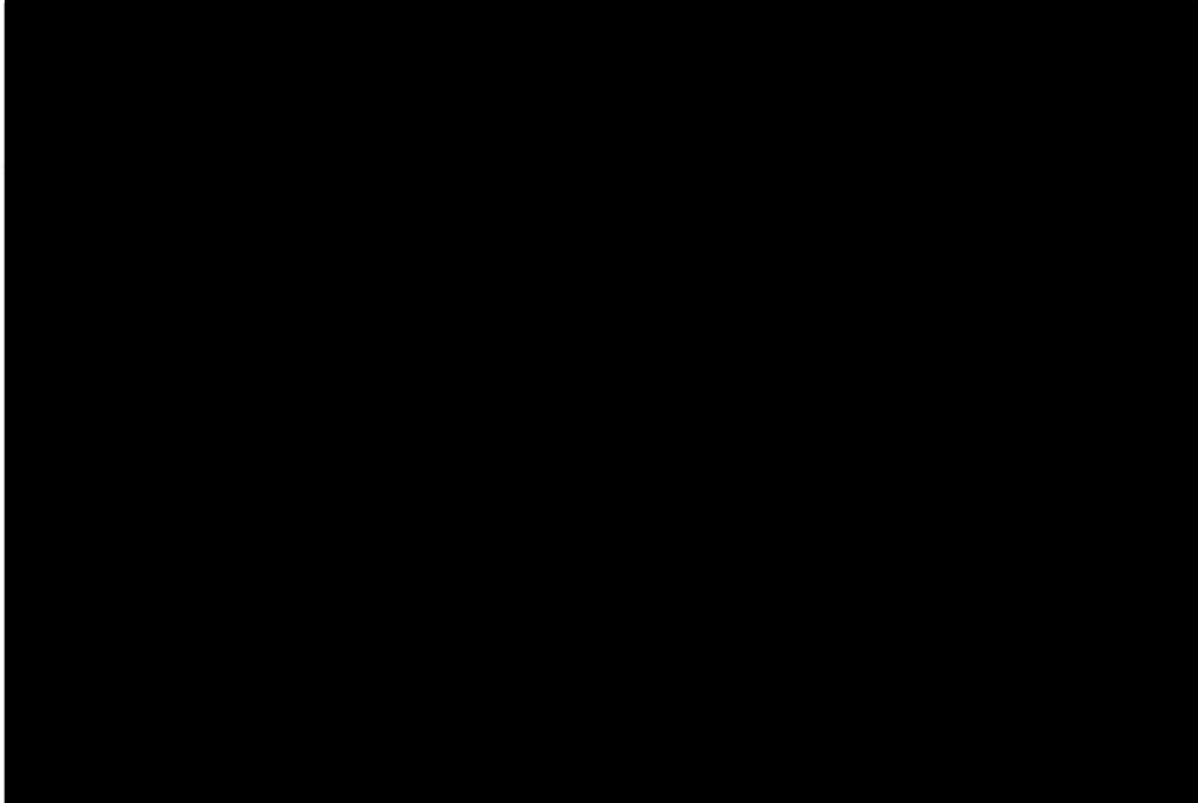
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you


7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Ibero-American Action League Inc.	FSA Contract	\$150K	Ibero is my employer	I do not vote or participate in the discussion related to the contract

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.




Signature _____ Date _____

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022



FIRE ALARM INSPECTION REPORT

May 2022 Inspection

PREPARED FOR

**Miguel Martinez
Head Custodian
De Hostos Charter School
Rochester, NY 14621
(585) 709-3652**

07/27/2022

SimplexGrinnell

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

SITE: De Hostos Charter School

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**SimplexGrinnell
FIRE ALARM INSPECTION REPORT**

PAGE 1

**Miguel Martinez
Head Custodian
De Hostos Charter School
Rochester, NY 14621**

Thank you for choosing SimplexGrinnell as the provider of your Fire Alarm Inspection services, which were completed on July 27, 2022.

- 1.) Tested and inspected the Fire Alarm Control Panel.
 - a. Batteries in fire panel fail. Two 12v 35ah batteries needed.****
- 2.) Tested signal transmission to monitoring company, signals received.**
- 3.) Tested and inspected all accessible Initiating Devices.
 - a.) Old Duct Detector found in Fan Room, Located directly above new replacement device. Old device is no longer connected to fire panel and should be removed.**
 - b.) Smoke Detector M1-96 needs a label change. Current description reads storage 109i, but it is actually in storage room 102.**
 - c.) Smoke Detector M1-129 should have a label change. Current description says "East Kitchen" this room is now the Nurses office and should reflect that.****
- 4.) The Notification Appliance-Indicating Devices were tested and operational.**
- 5.) Fire Alarm Control Panel returned to normal upon departure.**

**SimplexGrinnell
FIRE ALARM INSPECTION REPORT**

PAGE 2

SITE: De Hostos Charter School

Monitoring Agency:

Action Security

Central Station

Authority Having Jurisdiction:

City of Rochester

Inspection Service:

**SimplexGrinnell
90 Goodway Drive
Rochester, NY 14623
Phone: (585) 475-1710**

License No.: 12000327945

**Service Mgr: Mark Dalberth
Inspector: Nick Andolina
Inspector: Kris Rittenhouse**

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

PAGE 3

SITE: De Hostos Charter School

CONTROL PANEL/CENTRAL PROCESSING UNIT

SimplexGrinnell

Serial #

Building: De Hostos School Floor: B Area: Basement FACP Room

<u>Test Performed</u>	<u>Result</u>	<u>Value</u>	<u>Notes</u>
Voltage w/ Charger	Passed		
Voltage w/o Charger	Passed		
Battery % of Charge	Failed		Failed Load Test
Battery Age Check	Passed		
Control Function(s)	Passed		

**SimplexGrinnell
FIRE ALARM INSPECTION REPORT**

PAGE 4

SITE: De Hostos Charter School

CONTROL PANEL/CENTRAL PROCESSING UNIT

Honeywell IPGSM-4G

Serial #

Building: De Hostos School Floor: B Area: Fan Rm behind Custodial office

<u>Test Performed</u>	<u>Result</u>	<u>Value</u>	<u>Notes</u>
Trouble	Passed		
Battery Voltage	Passed		
Supply Voltage	Passed		
Alarm Received	Passed		
Operational Test	Passed		
Battery Age	Passed	322.0	

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

PAGE 5

SITE: De Hostos Charter School

ALARM INITIATING DEVICES

SUMMARY TEST RESULTS

<u>Dev.</u> <u>Type</u>	<u>Description</u>	<u>Total</u>	<u>Number</u> <u>Tested</u>	<u>Number</u> <u>Failed</u>	<u>Number</u> <u>Not Tested</u>
CO	Carbon Monoxide Detector	4	4	0	0
DSD	Duct Smoke Detector	2	2	1	0
HD	Heat Detector	12	12	0	0
PSD	Photo Smoke Detector	101	93	0	8
PSDA	Pull Station-Double Action	18	18	0	0

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
PSD	De Hostos School	B	Basement FACP Room	M1	1		Tested	Passed
PSD	De Hostos School	B	Basement Service Room	M1	2		Tested	Passed
PSD	De Hostos School	B	Basement Storage Room	M1	3		Tested	Passed
PSDA	De Hostos School	B	Basement North Exit	M1	4		Tested	Passed
PSD	De Hostos School	B	Basement Elev Lobby	M1	5		Tested	Passed
PSD	De Hostos School	B	Outside Elev Mech Rm	M1	6		Tested	Passed
PSDA	De Hostos School	B	Outside Elev Mech Rm	M1	7		Tested	Passed
PSD	De Hostos School	B	Basement Common Area	M1	8		Tested	Passed
PSDA	De Hostos School	B	Basement South Exit	M1	9		Tested	Passed
PSD	De Hostos School	B	Basement Office Area	M1	10		Tested	Passed
CO	De Hostos School	B	Basement Boiler Room	M1	11		Tested	Passed
PSD	De Hostos School	B	Basement Boiler Room	M1	11		Tested	Passed
HD	De Hostos School	B	Basement Fan Room	M1	12		Tested	Passed
HD	De Hostos School	B	Basement Fan Room	M1	13		Tested	Passed
CO	De Hostos School	B	Basement Boiler Room	M1	14		Tested	Passed
HD	De Hostos School	B	Basement Boiler Room	M1	14		Tested	Passed
HD	De Hostos School	B	Basement Boiler Room	M1	15		Tested	Passed
HD	De Hostos School	B	Basement Boiler Room	M1	16		Tested	Passed
HD	De Hostos School	B	Basement Boiler Room	M1	17		Tested	Passed
PSDA	De Hostos School	B	Basement Boiler Room	M1	18		Tested	Passed
PSD	De Hostos School	B	Basement Hallway	M1	19		Tested	Passed
PSD	De Hostos School	B	Basement Hallway	M1	20		Tested	Passed
PSD	De Hostos School	B	Basement Hallway	M1	21		Tested	Passed

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FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

ALARM INITIATING DEVICES

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
PSD	De Hostos School	B	Basement Hallway	M1	26		Tested	Passed
PSD	De Hostos School	B	Basement Hallway	M1	27		Tested	Passed
PSDA	De Hostos School	1	Kitchen Exit	M1	28		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	29		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	30		Tested	Passed
PSDA	De Hostos School	1	West Hallway	M1	31		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	32		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	33		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	34		Tested	Passed
PSDA	De Hostos School	1	West Hallway	M1	35		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	36		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	37		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	38		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	39		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	40		Tested	Passed
PSD	De Hostos School	1	West Hallway	M1	41		Tested	Passed
PSD	De Hostos School	1	Copy Rm 120-D	M1	42		Tested	Passed
PSD	De Hostos School	1	Office 120	M1	43		Tested	Passed
PSD	De Hostos School	1	Office 120	M1	44		Tested	Passed
PSDA	De Hostos School	1	Main Entrance	M1	45		Tested	Passed
PSD	De Hostos School	1	Main Entrance	M1	47		Tested	Passed
PSD	De Hostos School	1	Hall By Gym	M1	48		Tested	Passed
PSD	De Hostos School	1	Hall By Gym	M1	49		Tested	Passed
PSD	De Hostos School	1	Gym West	M1	50		Not Tested	
				Visual Check only, Caged Devic				
PSD	De Hostos School	1	Gym West	M1	51		Not Tested	
				Visual Check only, Caged Devic				
PSD	De Hostos School	1	Gym West	M1	52		Not Tested	
				Visual Check only, Caged Devic				
PSDA	De Hostos School	1	Gym Sw Exit	M1	53		Tested	Passed
PSD	De Hostos School	1	Gym Stage	M1	54		Tested	Passed
PSD	De Hostos School	1	Gym Stage	M1	55		Tested	Passed
PSD	De Hostos School	1	Gym Center	M1	56		Not Tested	
				Visual Check only, Caged Devic				

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

ALARM INITIATING DEVICES

DETAIL TEST RESULTS

<u>Dev Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust Zone</u>	<u>Cust Dev#</u>	<u>Address/ Zone No.</u>	<u>Service Performed</u>	<u>Test Result</u>
PSD	De Hostos School	1	Gym Center	M1	57		Tested	Passed
PSD	De Hostos School	1	Gym N Center	M1	58		Not Tested	
				Visual Check only, Caged Device				
PSD	De Hostos School	1	Gym East	M1	59		Not Tested	
				Visual Check only, Caged Device				
PSD	De Hostos School	1	Gym East	M1	60		Tested	Passed
PSD	De Hostos School	1	Gym East	M1	61		Not Tested	
				Visual Check only, Caged Device				
PSDA	De Hostos School	1	Gym Se Exit	M1	62		Tested	Passed
CO	De Hostos School	1	Kitchen	M1	63		Tested	Passed
HD	De Hostos School	1	Kitchen	M1	63		Tested	Passed
HD	De Hostos School	1	Kitchen	M1	64		Tested	Passed
CO	De Hostos School	1	Lunch Rm 107	M1	65		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	65		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	66		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	67		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	68		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	69		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	70		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	71		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	72		Tested	Passed
HD	De Hostos School	1	Gym Storage	M1	73		Tested	Passed
HD	De Hostos School	1	Gym Storage	M1	74		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	75		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107	M1	76		Tested	Passed
PSD	De Hostos School	1	Hall By 107	M1	77		Tested	Passed
PSD	De Hostos School	Shf	Elevator Shaft	M1	78		Not Tested	
				Access could not be gained				
PSD	De Hostos School	1	Hall By Gym	M1	79		Tested	Passed
PSD	De Hostos School	1	Hall By 107	M1	80		Tested	Passed
PSD	De Hostos School	1	East Hallway	M1	81		Tested	Passed
PSD	De Hostos School	1	Library 107a	M1	82		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107c	M1	83		Tested	Passed
PSDA	De Hostos School	1	Lunch Rm 107c	M1	84		Tested	Passed

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

ALARM INITIATING DEVICES

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
PSD	De Hostos School	1	Lunch Rm 107c	M1	85		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107c	M1	86		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107c	M1	87		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107c	M1	88		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107c	M1	89		Tested	Passed
PSD	De Hostos School	1	Lunch Rm 107c	M1	90		Tested	Passed
PSD	De Hostos School	1	Library 107a	M1	91		Tested	Passed
PSDA	De Hostos School	1	East Exit	M1	92		Tested	Passed
PSD	De Hostos School	1	East Hallway	M1	93		Tested	Passed
PSD	De Hostos School	1	East Hallway	M1	95		Tested	Passed
HD	De Hostos School	1	Storage 102	M1	96		Tested	Passed
Label Change Required								
PSD	De Hostos School	1	East Hallway	M1	97		Tested	Passed
PSD	De Hostos School	1	East Hallway	M1	98		Tested	Passed
PSD	De Hostos School	1	East Hallway	M1	99		Tested	Passed
PSDA	De Hostos School	1	Ne Hall Exit	M1	100		Tested	Passed
PSD	De Hostos School	1	East Hallway	M1	101		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	104		Tested	Passed
PSD	De Hostos School	2	Elev Lobby	M1	105		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	106		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	107		Tested	Passed
PSDA	De Hostos School	2	Sw Hall Exit	M1	108		Tested	Passed
PSD	De Hostos School	2	Sw Stairwell	M1	109		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	110		Tested	Passed
PSD	De Hostos School	2	West Rm 224	M1	111		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	112		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	113		Tested	Passed
PSDA	De Hostos School	2	Nw Hall Exit	M1	114		Tested	Passed
PSD	De Hostos School	2	Nw Stairwell	M1	115		Tested	Passed
PSD	De Hostos School	2	West Hallway	M1	116		Tested	Passed
PSD	De Hostos School	2	Center Hall	M1	117		Tested	Passed
PSD	De Hostos School	2	Center Hall	M1	118		Tested	Passed
PSDA	De Hostos School	2	Center Hall	M1	119		Tested	Passed
PSD	De Hostos School	2	Center Hall	M1	120		Tested	Passed

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ALARM INITIATING DEVICES

[illegible]

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FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

ALARM INDICATING DEVICES

SUMMARY TEST RESULTS

<u>Dev.</u> <u>Type</u>	<u>Description</u>	<u>Total</u>	<u>Number</u> <u>Tested</u>	<u>Number</u> <u>Failed</u>	<u>Number</u> <u>Not Tested</u>
A/V	Audio/Visual Signal Device	49	49	0	0
ANNC	Annunciator	1	1	0	0
RANN	Remote Annunciator	1	1	0	0
VSIG	Visual Only Signal	31	31	0	0

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
ANNC	De Hostos School	1	Main Entrance #46				Tested	Passed
RANN	De Hostos School	B	Fan Rm Duct Det	M1	142		Tested	Passed
VSIG	De Hostos School		ZN1 Bathroom				Tested	Passed
VSIG	De Hostos School		ZN1 Bathroom				Tested	Passed
A/V	De Hostos School		ZN1 Boiler Rm Co Alert				Tested	Passed
A/V	De Hostos School		ZN1 Boiler Rm Hall Co				Tested	Passed
A/V	De Hostos School		ZN1 Boiler Room				Tested	Passed
A/V	De Hostos School		ZN1 Boiler Room				Tested	Passed
A/V	De Hostos School		ZN1 Crawl Space				Tested	Passed
A/V	De Hostos School		ZN1 Electric Room				Tested	Passed
A/V	De Hostos School		ZN1 Elevator Mech Room				Tested	Passed
A/V	De Hostos School		ZN1 Fan Room				Tested	Passed
A/V	De Hostos School		ZN1 Fan Room				Tested	Passed
A/V	De Hostos School		ZN1 Hallway				Tested	Passed
A/V	De Hostos School		ZN1 North Exit				Tested	Passed
A/V	De Hostos School		ZN1 Office Area				Tested	Passed
A/V	De Hostos School		ZN1 Office Area				Tested	Passed
VSIG	De Hostos School		ZN1 Office Bathroom				Tested	Passed
A/V	De Hostos School		ZN1 South Exit				Tested	Passed
A/V	De Hostos School		ZN2 East Exit				Tested	Passed
A/V	De Hostos School		ZN2 East Hall				Tested	Passed
A/V	De Hostos School		ZN2 East Hall				Tested	Passed
VSIG	De Hostos School		ZN2 Girls Room East				Tested	Passed

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

ALARM INDICATING DEVICES

DETAIL TEST RESULTS

<u>Dev</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u>	<u>Cust</u>	<u>Address/</u>	<u>Service</u>	<u>Test</u>
<u>Type</u>				<u>Zone</u>	<u>Dev#</u>	<u>Zone No.</u>	<u>Performed</u>	<u>Result</u>
A/V	De Hostos School		ZN2 Library 107a				Tested	Passed
VSIG	De Hostos School		ZN2 Library 107a				Tested	Passed
A/V	De Hostos School		ZN2 Lunch Room 107c				Tested	Passed
VSIG	De Hostos School		ZN2 Lunch Room 107c				Tested	Passed
A/V	De Hostos School		ZN2 North East Exit				Tested	Passed
VSIG	De Hostos School		ZN2 Rm 109h				Tested	Passed
VSIG	De Hostos School		ZN3 Boys Rm East				Tested	Passed
A/V	De Hostos School		ZN3 Center Hall				Tested	Passed
A/V	De Hostos School		ZN3 Center Hall				Tested	Passed
VSIG	De Hostos School		ZN3 Girls Room West				Tested	Passed
A/V	De Hostos School		ZN3 Gym				Tested	Passed
A/V	De Hostos School		ZN3 Gym				Tested	Passed
VSIG	De Hostos School		ZN3 Gym				Tested	Passed
VSIG	De Hostos School		ZN3 Gym				Tested	Passed
VSIG	De Hostos School		ZN3 Gym Stage				Tested	Passed
VSIG	De Hostos School		ZN3 Gym Stage				Tested	Passed
A/V	De Hostos School		ZN3 Health Office				Tested	Passed
VSIG	De Hostos School		ZN3 Health Office Bath				Tested	Passed
A/V	De Hostos School		ZN3 Kitchen				Tested	Passed
A/V	De Hostos School		ZN3 Kitchen Amber				Tested	Passed
A/V	De Hostos School		ZN3 Lunch Rm Amber				Tested	Passed
A/V	De Hostos School		ZN3 Lunch Room 107				Tested	Passed
VSIG	De Hostos School		ZN3 Lunch Room 107				Tested	Passed
A/V	De Hostos School		ZN3 Main Entrance				Tested	Passed
VSIG	De Hostos School		ZN3 Main Office				Tested	Passed
A/V	De Hostos School		ZN3 Main Office Amber				Tested	Passed
VSIG	De Hostos School		ZN3 Princpal Bathroom				Tested	Passed
A/V	De Hostos School		ZN3 West Hall				Tested	Passed
VSIG	De Hostos School		ZN4 Boys Room West				Tested	Passed
VSIG	De Hostos School		ZN4 Rm 112 Bathroom				Tested	Passed
VSIG	De Hostos School		ZN4 Rm 113 Bathroom				Tested	Passed
VSIG	De Hostos School		ZN4 Rm 114 Bathroom				Tested	Passed
A/V	De Hostos School		ZN4 West Hall				Tested	Passed
A/V	De Hostos School		ZN4 West Hall				Tested	Passed

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

ALARM INDICATING DEVICES

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
A/V	De Hostos School		ZN4 West Hall				Tested	Passed
A/V	De Hostos School		ZN5 East Hall				Tested	Passed
VSIG	De Hostos School		ZN5 East Kitchen				Tested	Passed
VSIG	De Hostos School		ZN5 East Kitchen Bathrm				Tested	Passed
VSIG	De Hostos School		ZN5 Girls Room East				Tested	Passed
A/V	De Hostos School		ZN5 Northeast Exit				Tested	Passed
A/V	De Hostos School		ZN5 Southeast Exit				Tested	Passed
VSIG	De Hostos School		ZN6 Boys Room East				Tested	Passed
A/V	De Hostos School		ZN6 Center Hall				Tested	Passed
A/V	De Hostos School		ZN6 Center Hall East				Tested	Passed
A/V	De Hostos School		ZN6 Center Hall West				Tested	Passed
VSIG	De Hostos School		ZN6 Girls Room West				Tested	Passed
VSIG	De Hostos School		ZN6 Rm 201a				Tested	Passed
A/V	De Hostos School		ZN6 Rom 213b				Tested	Passed
VSIG	De Hostos School		ZN6 Room 201c				Tested	Passed
A/V	De Hostos School		ZN6 Room 202				Tested	Passed
A/V	De Hostos School		ZN6 Room 213				Tested	Passed
A/V	De Hostos School		ZN6 Room 225				Tested	Passed
VSIG	De Hostos School		ZN6 Room 225				Tested	Passed
VSIG	De Hostos School		ZN6 Room 227				Tested	Passed
A/V	De Hostos School		ZN6 Room 228				Tested	Passed
VSIG	De Hostos School		ZN7 Boys Room West				Tested	Passed
A/V	De Hostos School		ZN7 Northwest Exit				Tested	Passed
A/V	De Hostos School		ZN7 Southwest Exit				Tested	Passed
A/V	De Hostos School		ZN7 West Hall				Tested	Passed

SITE: De Hostos Charter School

INSPECTION DEFICIENCIES SUMMARY

THE FOLLOWING DEFICIENCIES WERE NOTED DURING THIS INSPECTION

I. Deficiencies Covered by Your Service Agreement - Corrected by Inspection Team

None

II. Deficiencies Covered by Your Service Agreement - Service Call Required

None

III. Deficiencies Not Covered by Your Service Agreement

None

IV. Deficiencies Identified During This Inspection That Are The Customer's Responsibility

1	Control Panel-Multiplex	Failed
1	Duct Smoke Detector	Failed

Customer Acknowledges responsibility for
deficiencies listed above

Customer

Date

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

INSPECTION DEFICIENCIES

I. Deficiencies Covered by Your Service Agreement - Corrected by Inspection Team

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
None								

II. Deficiencies Covered by Your Service Agreement - Service Call Required

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
None								

III. Deficiencies Not Covered by Your Service Agreement

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
None								

IV. Deficiencies Identified During This Inspection That Are The Customer's Responsibility

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
CPMX	De Hostos School	B	Basement FACP Room	Failed Load Test			Tested	Failed
DSD	De Hostos School	B	Old Device - Fan Rm	Not Wired into System			Tested	Failed

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: De Hostos Charter School

_____	_____
Customer	Date
_____	_____
Nick Andolina	Date
_____	_____
Kris Rittenhouse	Date

IF YOU HAVE ANY QUESTIONS REGARDING THIS REPORT, PLEASE CONTACT

Mark Dalberth Branch Service Manager

Phone: (585) 475-1710
Address: 90 Goodway Drive
Rochester, NY 14623

99999999.05



FIRE ALARM INSPECTION REPORT

May 2022 Inspection

PREPARED FOR

**Miguel Martinez
Custodian
Eugenio Maria Charter School
1069 Joseph Ave
Rochester, NY 14621
(585) 544-6170**

07/27/2022

SimplexGrinnell

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FIRE ALARM INSPECTION REPORT

SITE: Eugenio Maria Charter School

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Inspection Deficiencies	9

**SimplexGrinnell
FIRE ALARM INSPECTION REPORT**

PAGE 1

**Miguel Martinez
Custodian
Eugenio Maria Charter School
1069 Joseph Ave
Rochester, NY 14621**

Thank you for choosing SimplexGrinnell as the provider of your Fire Alarm Inspection services, which were completed on July 27, 2022.

- 1. Tested devices listed on the report.
 - a. Annunciator does not appear to be working. There are no lights or display active. FireLite Annunciator.**
 - b. Pull station by room 102A failed to alarm panel. Device is a two wire zoned pull station.****
- 2. A/V's tested and operational.**
- 3. Signals sent and received by Action Security.**
- 4. Panel put back to normal after testing.**

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FIRE ALARM INSPECTION REPORT**

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SITE: Eugenio Maria Charter School

Monitoring Agency:

Action Security

Central Station

Authority Having Jurisdiction:

Rochester Fire Marshal

Inspection Service:

**SimplexGrinnell
90 Goodway Drive
Rochester, NY 14623
Phone: (585) 475-1710**

License No.: 12000327945

**Service Mgr: Mark Dalberth
Service Sales: Bryan Tygart
Inspector: Kris Rittenhouse
Inspector: Nick Andolina**

**SimplexGrinnell
FIRE ALARM INSPECTION REPORT**

PAGE 3

SITE: Eugenio Maria Charter School

CONTROL PANEL/CENTRAL PROCESSING UNIT

Firelite MS-10UD-7

Serial #

Building: Eugenio Maria Floor: 1 Area: Storage Room

<u>Test Performed</u>	<u>Result</u>	<u>Value</u>	<u>Notes</u>
Voltage w/ Charger	Passed	27.0	
Voltage w/o Charger	Passed	26.0	
Battery % of Charge	Passed	80.0	
Battery Age Check	Passed	520.0	
Zone Trouble	Passed		
Signal Trouble	Passed		
Type Signal Circuit	Passed		
AC Input Voltage	Passed		
Earth Detection			
Lamps/LED Test	Passed		
Drill Switch	Not Applicable		
Control Function(s)	Passed		

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ALARM INITIATING DEVICES

<u>Dev. Type</u>	<u>Description</u>	<u>Total</u>	<u>Number Tested</u>	<u>Number Failed</u>	<u>Number Not Tested</u>
FTHD	Fixed Temp Heat Detector	1	0	0	1
HD	Heat Detector	10	10	0	0
PSD	Photo Smoke Detector	45	41	0	4
PSDA	Pull Station-Double Action	9	9	1	0

Dev Type	Building	Floor	Area	Cust Zone	Cust Dev#	Address/Zone No.	Service Performed	Test Result
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSDA	Eugenio Maria	2		2			Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
HD	Eugenio Maria	2		1			Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSDA	Eugenio Maria	2		2			Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2				Not Tested		
				Visual Insp, May Recall Elev				

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: Eugenio Maria Charter School

ALARM INITIATING DEVICES

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
PSDA	Eugenio Maria	2		5			Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
HD	Eugenio Maria	2		5			Tested	Passed
HD	Eugenio Maria	2		5			Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSD	Eugenio Maria	2					Tested	Passed
PSDA	Eugenio Maria	1.5		7			Tested	Passed
PSD	Eugenio Maria	1.5					Not Tested	
				Visual Insp, May Recall Elev				
HD	Eugenio Maria	1.5		8			Tested	Passed
PSD	Eugenio Maria	1.5					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
FTHD	Eugenio Maria	1		4			Not Tested	
				Electrical Test Only				
HD	Eugenio Maria	1		4			Tested	Passed
PSD	Eugenio Maria	1		4			Tested	Passed
HD	Eugenio Maria	1		4			Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSDA	Eugenio Maria	1		6			Tested	Failed
				No alarm when tested				
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Not Tested	
				Visual Insp, May Recall Elev				
PSDA	Eugenio Maria	1		6			Tested	Passed
PSD	Eugenio Maria	1					Not Tested	
				Visual Insp, May Recall Elev				
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSDA	Eugenio Maria	1		6			Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSDA	Eugenio Maria	1		2			Tested	Passed

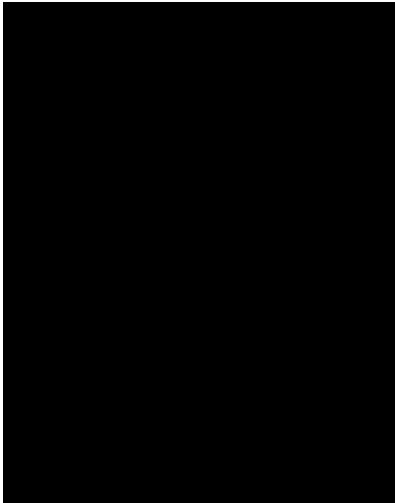
SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: Eugenio Maria Charter School

ALARM INITIATING DEVICES

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
HD	Eugenio Maria	1					Tested	Passed
HD	Eugenio Maria	1					Tested	Passed
HD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1		2			Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
HD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSD	Eugenio Maria	1					Tested	Passed
PSDA	Eugenio Maria	1					Tested	Passed

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: Eugenio Maria Charter School

ALARM INDICATING DEVICES

SUMMARY TEST RESULTS

<u>Dev.</u> <u>Type</u>	<u>Description</u>	<u>Total</u>	<u>Number</u> <u>Tested</u>	<u>Number</u> <u>Failed</u>	<u>Number</u> <u>Not Tested</u>
ANNC	Annunciator	1	1	1	0

DETAIL TEST RESULTS

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
ANNC	Eugenio Maria	2		See Report Comments			Tested	Failed

SITE: Eugenio Maria Charter School

INSPECTION DEFICIENCIES SUMMARY

THE FOLLOWING DEFICIENCIES WERE NOTED DURING THIS INSPECTION

I. Deficiencies Covered by Your Service Agreement - Corrected by Inspection Team

None

II. Deficiencies Covered by Your Service Agreement - Service Call Required

None

III. Deficiencies Not Covered by Your Service Agreement

None

IV. Deficiencies Identified During This Inspection That Are The Customer's Responsibility

1	Annunciator	Failed
1	Pull Station-Double Action	Failed

Customer Acknowledges responsibility for
deficiencies listed above

Customer

Date

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: Eugenio Maria Charter School

INSPECTION DEFICIENCIES

I. Deficiencies Covered by Your Service Agreement - Corrected by Inspection Team

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
None								

II. Deficiencies Covered by Your Service Agreement - Service Call Required

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
None								

III. Deficiencies Not Covered by Your Service Agreement

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
None								

IV. Deficiencies Identified During This Inspection That Are The Customer's Responsibility

<u>Dev</u> <u>Type</u>	<u>Building</u>	<u>Floor</u>	<u>Area</u>	<u>Cust</u> <u>Zone</u>	<u>Cust</u> <u>Dev#</u>	<u>Address/</u> <u>Zone No.</u>	<u>Service</u> <u>Performed</u>	<u>Test</u> <u>Result</u>
ANNC	Eugenio Maria	2		See Report Comments			Tested	Failed
PSDA	Eugenio Maria	1		6 No alarm when tested			Tested	Failed

SimplexGrinnell
FIRE ALARM INSPECTION REPORT

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SITE: Eugenio Maria Charter School

_____ Customer	_____ Date
<i>Kris Rittenhouse</i> _____ Kris Rittenhouse	<i>7/27/2022</i> _____ Date
<i>Nick Andolina</i> _____ Nick Andolina	<i>7/27/2022</i> _____ Date

IF YOU HAVE ANY QUESTIONS REGARDING THIS REPORT, PLEASE CONTACT

Mark Dalberth Branch Service Manager

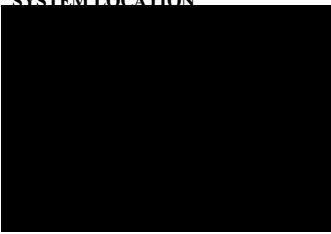
Phone: (585) 475-1710
Address: 90 Goodway Drive
Rochester, NY 14623

12345678.05

SOLUTIONONE, INC.

24-HR Service 585-220-4679

Fire Alarm Inspection & Test Report

PROPERTY NAME KODAK BLDG 6,7,10			DATE OF INSPECTION 6-27-2022		
ADDRESS 343 STATE STREET			WAS SYSTEM IN NORMAL CONDITION AT START OF INSPECTION? <i>If NO Explain:</i> YES		
CITY ROCHESTER	STATE NY	ZIP 14650	WAS SYSTEM LEFT IN NORMAL CONDITION UPON TEST COMPLETION? <i>If NO Explain:</i> YES		
OWNER / CONTACT NAME KODAK/ SAM DIFRANCESCA		PHONE # 5855-781-0820	EMAIL ADDRESS SAM DIFRANCESCA@KODAK.COM		
CONTROL PANEL MAKE / MODEL SIMPLEX 4020 (FACP) SIMPLEX 4120-8019 (EXPAN PANEL) SIMPLEX 4120-8019 (EXPAN PANEL) SIMPLEX 4009 (NAC PANEL) SIMPLEX 4009 (NAC PANEL) SIMPLEX 4100ES (SCHOOL FACP) FCI SUB ZONE PANEL PYROTRONICS CP4 ZONE PANEL SIMPLEX 4120-8019 (EXPAN PANEL)		SYSTEM LOCATION 	CIRCUIT STYLES ADDRESSABLE		NUMBER OF CIRCUITS ADDRESSABLE
MONITORING ENTITY KODAK	TYPE OF TRANSMISSION NETWORK COMMUNICATION	TEST RECEIVED YES	TIME TEST START 8AM	TIME SYSTEM ONLINE 5PM	
MONITORING ACCT #	LOCAL ALARM NO	LOCAL FIRE DEPT. / AHJ KODAK			
Installation / Inspection	Install	x Annual	Semi-Annual	Quarterly	Monthly
Equipment	# of Devices	# Tested	Comments: ALL DEVICES TESTED WERE OPERATIONAL		
Control Panels	9	9	*		
Annunciators	1		*		
Heat Detectors	1	0	*		
Smoke Detectors	77	76	*VISUAL INSPECTION AT TOWER SPHERE HATCH		
Pull Stations	44	44	*		
Duct Detectors	3	3	*		
Beam Detectors			*		
Remote Test Stations	3	3	*		
Door Holders			*		
Speaker Horn/Strobes	ALL	ALL	*CUSTOMER DECLINES SOUNDING A/V'S-- VISUAL		
Strobes	ALL	ALL	*INSPECTION ONLY		

PANEL SUMMARY:

AC POWER VOLTAGE FACP-116 VAC EXPN PNL BLDG 10 (00018)- 116VAC EXPN PNL BLDG 10 OCC RM (00015)- 114 VAC NAC BLDG 10 (RM 00018)-116 VAC NAC BLDG 10 (RM 00018)-116 VAC SIMPLEX 4100ES (SCHOOL)-118 VAC FCI BLDG 7-121 VAC PYROTRONICS BLDG 7-118 VAC EXPN PNL BLDG 6- 114 VAC	LOCATION OF FACP BREAKER FACP-DCP 1 # 21 EXPN PNL BLDG 10 (00018)- DCP 1 # 21 EXPN PNL BLDG 10 OCC RM (00015)- NAC BLDG 10 (RM 00018)-DCP 1 #3,5,13 NAC BLDG 10 (RM 00018)- DCP 1 #3,5,13 SIMPLEX 4100ES (SCHOOL) FCI BLDG 7-EM 7-4 #1 PYROTRONICS BLDG 7-PNL-RP7 #23 EXPN PNL BLDG 6- RP8B #25
BATTERY VOLTAGE FACP-13.2/13.1 VDC EXPN PNL BLDG 10 (00018)-13.2/13.2 VDC EXPN PNL BLDG 10 OCC RM (00015)-13.0/13.0 VDC NAC BLDG 10 (RM 00018)-13.4/13.0 VDC NAC BLDG 10 (RM 00018)-13.1/13.1 VDC SIMPLEX 4100ES (SCHOOL) 13.5/13.2 VDC FCI BLDG 7-13.2/12.9 VDC PYROTRONICS BLDG 7-13.2/13.3 VDC EXPN PNL BLDG 6-13.4 13.0 VDC	BATTERY AH RATING FACP-35A/35A EXPN PNL BLDG 10 (00018)- 35A/35A EXPN PNL BLDG 10 OCC RM (00015)- 35A/35A NAC BLDG 10 (RM 00018)-12A/12A NAC BLDG 10 (RM 00018)- 12A/12A SIMPLEX 4100ES (SCHOOL) FCI BLDG 7-12A/12A PYROTRONICS BLDG 7-12A/12A EXPN PNL BLDG 6-35A/35A
CHARGER CONDITION FACP-GOOD EXPN PNL BLDG 10 (00018)- GOOD EXPN PNL BLDG 10 OCC RM (00015)- GOOD NAC BLDG 10 (RM 00018)- GOOD NAC BLDG 10 (RM 00018)- GOOD SIMPLEX 4100ES (SCHOOL) GOOD FCI BLDG 7- GOOD PYROTRONICS BLDG 7- GOOD EXPN PNL BLDG 6- GOOD	ANY TROUBLE CONDITIONS NO
BATTERY LOAD TEST RESULTS FACP- GOOD EXPN PNL BLDG 10 (00018)- GOOD EXPN PNL BLDG 10 OCC RM (00015)- GOOD NAC BLDG 10 (RM 00018)- GOOD NAC BLDG 10 (RM 00018)- GOOD SIMPLEX 4100ES (SCHOOL) GOOD FCI BLDG 7- GOOD PYROTRONICS BLDG 7- GOOD EXPN PNL BLDG 6- GOOD	BATTERY DATE INSTALLED FACP-2019 EXPN PNL BLDG 10 (00018)-2019 EXPN PNL BLDG 10 OCC RM (00015)-2020 NAC BLDG 10 (RM 00018)-2018 NAC BLDG 10 (RM 00018)-2018 SIMPLEX 4100ES (SCHOOL) FCI BLDG 7-2021 PYROTRONICS BLDG 7-2020 EXPN PNL BLDG 6-2021

Important notice to Customer. Customer acknowledges and agrees that, in the absence of a Service Agreement between the parties, services hereunder are performed pursuant to the terms and conditions of this Report, agrees that the services have been completed to the Customer's satisfaction and that the system is in good working order and repair, unless services performed were of a temporary nature, in which case Customer acknowledges that part of customer's system may have been bypassed or is otherwise inoperable until services can be completed. CUSTOMER'S ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS AT THE END OF THIS REPORT

Terms and Conditions:

SolutionOne, Inc. (Company) agrees to provide and the customer agrees to purchase the services indicated above and to the terms and conditions stated below. Any revisions to this agreement must be written and signed by SolutionOne, Inc.

- 1. Term:** The Initial Term of this Agreement shall commence on the date of this Agreement and continue for the period indicated in this Agreement. At the conclusion of the Initial Term, this Agreement shall automatically extend for successive terms equal to the Initial Term unless either party gives written notice to the other party at least thirty (30) days prior to the end of the then-current term.
- 2. Payment:** Services shall be invoiced and due upon receipt. Work performed on a time and material basis shall be at the then-prevailing company rate for material, labor and related items, in effect at the time supplied under this agreement.
- 3. Pricing:** The pricing set forth in this Agreement is based on the number of devices installed and services to be performed as set forth in this Agreement. Company may increase prices upon notice to the Customer or annually to reflect increases in material and labor costs.
- 4. Code Compliance:** Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in this Agreement. Customer acknowledges that the Authority Having Jurisdiction may establish additional requirements for compliance with local codes. Any additional services or equipment required will be provided at an additional cost to Customer.
- 5. Limitation of Liability; Limitations of Remedy.** Customer understands that Company offers several levels of protection services and that the level described has been chosen by Customer after considering and balancing various levels of protection afforded and their related costs. It is understood and agreed by the Customer that the Company is not an insurer and that insurance coverage, if any, shall be obtained by Customer and that amounts payable to Company hereunder are based upon the value of the services and the scope of liability set forth in this agreement are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to Customer's insurer to recover for injuries or damage in event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no Guaranty or Warranty, Express or Implied, including without limitation Warranties of Merchantability or Fitness for particular purpose. No promise not contained herein or affirmation of fact made by any employee, agent or representative of Company shall constitute a Warranty by Company or give rise to any liability or obligation. Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom. Which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability for services performed on site at Customer's premises shall be limited to an amount equal to the agreement price (as increased by the price for any additional work). If Customer desires Company to assume greater liability, the parties shall amend this Agreement by attaching a rider setting forth the amount of additional liability and the additional amount payable by the Customer for the assumption by Company of such greater liability, provided however that such rider shall in no way be interpreted to hold company as an insurer. Customer shall hold SolutionOne, Inc. or its Sub-Contractors harmless from any and all third-party claims for personal injury, death, or property damage arising from Customer's failure to maintain these systems or keep them in operative condition, whether based upon contract, warranty, tort, strict liability or otherwise. In no event shall the SolutionOne, Inc. be liable for any special, indirect, incidental, consequential or liquidated, penal or any economic loss damages of any character, including but not limited to loss of the use of the Customer's property, lost profits or lost production, whether claimed by the Customer or by any third party, irrespective of whether claims or actions for such damages are based upon contract, warranty, negligence, tort, strict liability or otherwise. The limitations of liability set forth in this Agreement shall inure to the benefit of all affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.
- 6. Indemnity.** Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, arising in any way from any act or omission of customer or Company relating in any way to this agreement, including but not limited to the service under this agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise.
- 7. Delays.** Company shall have no responsibility or liability to Customer or any other person for delays in the installation or repair of the system or the performance of our services regardless of the reason, or for any resulting consequences.
- 8. Reports:** Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and where applicable, Company may submit a copy thereof to the local Authority Having Jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at time of inspection. **FINAL RESPONSIBILITY FOR THE CONDITION AND OPERATION OF THE COVERED SYSTEM(S) AND EQUIPMENT AND COMPONENTS LIES WITH CUSTOMERS**
- 9. Monitoring Services.** If Customer has selected Monitoring services, the Customer understands and agrees that the Company is an Agent for General Security, Inc. and TERMS and CONDITIONS for this Monitoring Service are on the Alarm Monitoring Service Agreement.
- 10. Limited Warranty.** COMPANY WARRANTS THAT ITS WORKMANSHIP AND MATERIAL, EXCLUDING MONITORING SERVICES, FURNISHED UNDER THIS AGREEMENT WILL BE FREE FROM DEFECTS FOR A PERIOD OF NINETY (90) DAYS FROM DATE OF FURNISHING. Where Company provides product or equipment of others, Company will warrant the product or equipment only to the extent warranted by such third party.
- 11. Entire Agreement.** The parties intend this agreement, together with any other attachments or Riders (collectively the "Agreement") to be the final, complete and exclusive expression of their agreement and the terms and conditions thereof. This agreement supersedes all prior representations, understandings, or agreements between the parties, written or oral, and shall constitute the sole terms and conditions relating to the services. No waiver, change, or modification of any terms or conditions of this agreement shall be binding on the Company unless made in writing and signed by an Authorized Representative of Company.
- 12. Customer Network.** Customer is responsible for all networking in facilities and providing any network info if applicable ie IP Addresses, Port Forwarding, etc. SolutionOne, Inc is not responsible for any direct or indirect attempt in hacking to customers network or customer poor practices to network.
- 13. Customer Responsibilities.** Customer shall provide Company clear access to covered system(s) to be serviced including, if applicable, lift trucks, or other equipment needed to reach inaccessible equipment, and peripheral devices. Customer shall promptly notify Company on any malfunctions to system(s). Customer is responsible for all Patching, Painting, Pathways, Permits, Network Info / Programming and suitable / Permanent electrical service. In the event of a system(s) failure, Customer is responsible for an alternate system, or personnel during the time required for Company to repair system.

Customer Print Name

6-27-22

Customer Signature

Date

BY 

Company (SolutionOne, Inc.) Representative Signature
(NY License # 12000303138)



CITY OF ROCHESTER

CERTIFICATE NO.: 73216
DATE ISSUED: SEPTEMBER 13, 2007
EXPIRATION: NOT APPLICABLE
LEGAL USE: PUBLIC SCHOOL

CASE NO.: N/A
PERMIT: 1072561
SBL NO: 09163000020870000000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 1075-1089 JOSEPH AV

This is to certify that the above property may be legally occupied in the following manner:

TYPE 11B 2 STORIES **AKA 1069 JOSEPH AVENUE**
CERTIFICATE FOR CHARTER SCHOOL - "EUGENIO MARIA DE HOSTOS"

This Certificate is issued and based on the application made by:

JOHN REISENBERGER, {OWNER'S AGENT}, ON JUNE 5, 2007

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above and must be renewed, if applicable, no later than that expiration date of this Certificate.

This is to certify that the above property conforms to issued building permits and substantially conforms with the requirements of the following codes of the City of Rochester: Zoning Ordinance, Building Code, Property Code, and, where applicable, the N.Y.S Multiple Residency Law.

**DEPUTY COMMISSIONER/
DIRECTOR OF BUILDINGS AND ZONING**

NOTICE AND DISCLAIMER

PROPERTY INSPECTIONS ARE VISUAL AND NON-DESTRUCTIVE ONLY AND ARE NOT INTENDED TO PROVIDE INFORMATION CONCERNING POSSIBLE HIDDEN DEFECTS WITHIN OR BEHIND WALLS, CEILINGS, PARTITIONS OR FLOORS. IN ADDITION, THE CITY MAKES NO REPRESENTATION, CERTIFICATION OR GUARANTEE TO ANY PERSON OR ENTITY, AND ASSUMES NO LIABILITY FOR REAL OR CLAIMED FAILURE TO OBSERVE OR CITE ANY DEFECTS. WHETHER HIDDEN OR OBVIOUS, IN CONJUNCTION WITH ANY INSPECTION REQUISITE FOR ISSUANCE OF A CERTIFICATE OF OCCUPANCY. PROPERTY INSPECTIONS MAY RESULT IN CERTAIN DEFICIENCIES BEING NOTED BUT NOT CITED AS VIOLATIONS BASED ON THEIR CATEGORIZATION AS MINOR IN NATURE. CITY INSPECTIONS ARE DONE TO PROMOTE THE HEALTH, SAFETY AND WELFARE OF THE PUBLIC AS A WHOLE. BY ENHANCING THE CITY'S HOUSING STOCK AND RESIDENTIAL NEIGHBORHOODS.

LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.

EEO Employer/Handicapped



CITY OF ROCHESTER

CERTIFICATE NO.: 89547
DATE ISSUED: SEPTEMBER 3, 2019
EXPIRATION: NOT APPLICABLE
LEGAL USE: CHARTER SCHOOL

CASE NO.: 677712
PERMIT: 1194024
SBL NO: 10669000010470000000

CERTIFICATE OF OCCUPANCY
{PARTIAL}

PROPERTY LOCATION: 0359 STATE ST

This is to certify that the above property may be legally occupied in the following manner:

CONCRETE, 9 STORIES
CERTIFICATE FOR FIFTH AND NINTH FLOORS AS CHARTER SCHOOL
{FIFTH FLOOR AREA 18,766 SQUARE FEET}

This Certificate is issued and based on the application made by:

EUGENIO MARIA DE HOSTOS, {OWNER'S AGENT}, ON JULY 8, 2019

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above, unless terminated by the occurrence of any of the events enumerated in Section 90-16A(2) of the City Code, or the Non-Conforming Use limitations in Section 120-199 of the Zoning Code. This Certificate must be renewed, if applicable, no later than the expiration date.

This is to certify that the above property conforms to issued building permits and substantially conforms with the requirements of the following codes of the City of Rochester: Zoning Ordinance, Building Code, Property Code, and, where applicable, the N.Y.S Multiple Residency Law.

THIS BUILDING CONTAINS A REQUIRED SPRINKLER SYSTEM.

SENIOR CODE ENFORCEMENT OFFICER

NOTICE AND DISCLAIMER

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LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.

EEO Employer/Handicapped



CITY OF ROCHESTER

CERTIFICATE NO.: 52844
DATE ISSUED: SEPTEMBER 6, 2016
EXPIRATION: NOT APPLICABLE
LEGAL USE: CHARTER SCHOOL

CASE NO.: 611123
PERMIT: 1163686
SBL NO: 09171000040060000000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 0027 ZIMBRICH ST

This is to certify that the above property may be legally occupied in the following manner:

BRICK 2 STORIES
CERTIFICATE FOR CHARTER SCHOOL
{GRADES: SECOND THRU TWELFTH GRADE}

This Certificate is issued and based on the application made by:

EUGENIO MARIA DE HOSTOS, {OWNER}, ON SEPTEMBER 1, 2016

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above, unless terminated by the occurrence of any of the events enumerated in Section 90-16A(2) of the City Code, or the Non-Conforming Use limitations in Section 120-199 of the Zoning Code. This Certificate must be renewed, if applicable, no later than the expiration date.

This is to certify that the above property conforms to issued building permits and substantially conforms with the requirements of the following codes of the City of Rochester: Zoning Ordinance, Building Code, Property Code, and, where applicable, the N.Y.S Multiple Residency Law.

CODE COMPLIANCE COORDINATOR

NOTICE AND DISCLAIMER

PROPERTY INSPECTIONS ARE VISUAL AND NON-DESTRUCTIVE ONLY AND ARE NOT INTENDED TO PROVIDE INFORMATION CONCERNING POSSIBLE HIDDEN DEFECTS WITHIN OR BEHIND WALLS, CEILINGS, PARTITIONS OR FLOORS. IN ADDITION, THE CITY MAKES NO REPRESENTATION, CERTIFICATION OR GUARANTEE TO ANY PERSON OR ENTITY, AND ASSUMES NO LIABILITY FOR REAL OR CLAIMED FAILURE TO OBSERVE OR CITE ANY DEFECTS. WHETHER HIDDEN OR OBVIOUS, IN CONJUNCTION WITH ANY INSPECTION REQUISITE FOR ISSUANCE OF A CERTIFICATE OF OCCUPANCY. PROPERTY INSPECTIONS MAY RESULT IN CERTAIN DEFICIENCIES BEING NOTED BUT NOT CITED AS VIOLATIONS BASED ON THEIR CATEGORIZATION AS MINOR IN NATURE. CITY INSPECTIONS ARE DONE TO PROMOTE THE HEALTH, SAFETY AND WELFARE OF THE PUBLIC AS A WHOLE. BY ENHANCING THE CITY'S HOUSING STOCK AND RESIDENTIAL NEIGHBORHOODS.

LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.

EEO Employer/Handicapped

August 2022

Mon	Tues	Weds	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

September 2022

Mon	Tues	Weds	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October 2022

Mon	Tues	Weds	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

November 2022

Mon	Tues	Weds	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December 2022

Mon	Tues	Weds	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

(April 28) Emergency Make-Up Day

	First Day for Students
	Holiday School Closed
	Federal Holiday
	Regent Exams
	Rating Day – No Exams on this Day
	NYS Exams
	Asynchronous Learning AM/Student Led Conf.
	Trimester Ends K-8
	EMHCS Conf. Day/Staff PD - No School for students
	PD/Noon Dismissal for Students

Calendar subject to change due to COVID-19. COVID-19 is based on NYSED & SUNY CSI Guidance.



2022-2023 SCHOOL CALENDAR

JULY

- 4 Holiday
- 5-29 Elementary Summer Institute
- 5-Aug 11 Summer Institute Grade 8
- 5-Aug 17 Summer Institute Grades 9-12

AUGUST

- 16-17 Regent Exams
- 19 HS Summer Graduation
- 22-Sept 2 **Mandatory** EMHCS Conference Day/Staff PD
- 31 Kinder & Freshman Orientation

SEPTEMBER

- 5 Labor Day (School Closed)
- 6 First Day of School for Students K-12
- 15 Curriculum Night/Meet & Greet 1-12

OCTOBER

- 10 Indigenous People's/Columbus Day (School Closed)
- 13 Progress Reports Grades 9-12
- 21 Progress Reports Grades K-8

NOVEMBER

- 4 Students Noon Dismissal/Staff PD PM
- 10 SLC Grades 7-12/Election Day
- 11 Veterans Day (School Closed)
- 21 Reports Cards Grades 9-12
- 23-25 Thanksgiving – Holiday Recess (School Closed)

DECEMBER

- 2 First Trimester Ends Grades K-8
- 9 Asynchronous Learning AM/SLC Grades K-6 PM
- 14 Report Cards Grades K-8
- 19 Progress Reports Grades 9-12
- 23 EMHCS Conference Day/Staff PD - No School for students
- 26-30 Holiday Recess (School Closed)

JANUARY

- 2 New Year's Holiday (School Closed)
- 16 Martin Luther King Jr. Day (School Closed)
- 24-27 NYS Regents Exams Grades 9-12
- 27 First Semester End Grades 9-12
- 27 Progress Reports Grades K-8
- 30 EMHCS Conference Day/No School for students

FEBRUARY

- 3 Reports Cards Grades 9-12
- 20 Presidents Day (School Closed)
- 21-24 Holiday Recess (No School)

MARCH

- 3 Progress Reports Grades 9-12
- 3 Asynchronous Learning AM/SLC Grades K-6 PM
- 15 Second Trimester Ends Grades K-8
- 28 Reports Cards K-8

APRIL

- 3-7 Holiday Recess (No School)
- 13 Asynchronous Learning AM/SLC Grades 7-12
- PM Report Cards Grades 9-12
- 14 ELA Assessments Grades 3-8
- 19-21

MAY

- 2-4 Math Assessments Grades 3-8
- 3 Progress Reports Grades K-8
- 12 Progress Reports Grades 9-12
- 13 Prom
- 15 EMHCS Conference Day/No School for students
- 23-31 Grade 8 Science Performance Test
- 29 Memorial Day (School Closed)

JUNE

- Grade 8 Science Performance Test
- 5 Grade 8 Science Written Test
- 14-16 NYS Regents Exams Grades 9-12
- 19 Juneteenth Observance (School Closed)
- 20-22 NYS Regents Exams Grades 9-12
- 22 Last Day of School for Students
- 23 Third Trimester Ends Grades K-8
- 23 Second Semester Ends Grades 9-12
- 23 Rating Day/No Exams
- 23 Last Day of School for Staff
- 24 HS Graduation Ceremony
- 27 Report Cards for Grades K-12

January 2023

Mon	Tues	Weds	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February 2023

Mon	Tues	Weds	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March 2023

Mon	Tues	Weds	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April 2023

Mon	Tues	Weds	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

May 2023

Mon	Tues	Weds	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

June 2023

Mon	Tues	Weds	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Updated 5.10.2022