

# Application: Hellenic Classical Charter School - Staten Island

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Annual Reports

## Summary

**ID:** 0000000178  
**Status:** Annual Report Submission  
**Last submitted:** Dec 1 2020 04:10 PM (EST)

## Entry 1 School Info and Cover Page

**Completed** Aug 3 2020

### 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 2019-20 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, 2020)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

HELLENIC CLASSICAL CHARTER SCHOOL - STATEN ISLAND 353100861175

**a1. Popular School Name**

HCCS-SI

**b. CHARTER AUTHORIZER (As of June 30th, 2020)**

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**c. DISTRICT / CSD OF LOCATION**

CSD #31 - STATEN ISLAND

**d. DATE OF INITIAL CHARTER**

12/2018

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2019

**f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

MISSION STATEMENT

The Hellenic Classical Charter School – Staten Island (“HCCS-SI”) will provide a diverse student body with a rigorous education in a dynamic environment. Using a standards-based curriculum, enriched with the Greek and Latin languages, and the classics woven throughout, students will engage in dialogue using the Socratic method to become critical thinkers. Students will become college and career ready and well-prepared to succeed and contribute to the global community as responsible citizens.

**g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	1. A rigorous classical education that is rich in challenging content – HCCS-SI will provide rigorous instruction in a classical education model that uses standards-based curriculum, didactic instruction, coaching, and intensive academic support. HCCS-SI will blend the Paideia Model for instruction that mixes the rigors of a classical education with inclusive teaching and learning with the workshop model, which is based on Howard Gardner’s theory of multiple intelligences and Benjamin Bloom’s work regarding strategies to help students engage in the highest levels of thinking—i.e. analysis, synthesis and evaluation. Because this proposed model differentiates and individualizes instruction, the model is highly effective with at-risk populations, including ELL students, Title I students, special education students, and academically gifted students.
KDE 2	2. Supplementing instruction with classical study of the Greek and Latin languages, as well as history, art and other cultural and classical studies - The

	<p>Greek instruction program, which includes acquisition of the Greek language and the study of Greek history and culture within a rigorous academic model that includes the standards-based curriculum, will provide students with unique and outstanding educational experiences that support their growth and improve their competitiveness in the global economy. We will implement this program in consultation with the Greek Ministry of Education, which has provided support for HCCS-Park Slope over the past 13 years. The alignment of the Greek program curriculum with the ELA curriculum will ensure that the reading, writing and language arts instruction in English and in Greek are complimentary. In short, because of the Greek and Latin studies, we maintain that our graduates will be familiar with the roots of over 90% of the words in the English language.</p>
KDE 3	<p>3. Preparing students for long-term academic success - HCCS-Staten Island will focus on the mission of college and career readiness for our students. While in our first charter period, HCCS-SI will only include grades K-5, we plan—if successful in the first term—to expand to grades K-8 in the second term. In our first charter term, we will build the foundations that students and parents need in order to establish the expectations and habits of mind necessary for long-term academic success. During our second charter term, we will continue to work with these students and families to help them understand the high school admissions process, as well as college preparation, and other practices that will support them in preparing for, selecting and applying for entrance into high quality high schools.</p>
KDE 4	(No response)
KDE 5	(No response)
KDE 6	(No response)
KDE 7	(No response)



KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

**h. SCHOOL WEB ADDRESS (URL)**

[www.hccs-nys.org](http://www.hccs-nys.org)

**i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)**

150

**j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)**

72

**k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)**

Check all that apply

Grades Served	K, 1
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**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 2020-2021?

No, just one site.

**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	1641 Richmond Avenue	718-499-0957	NYC CSD 31	K-2	Yes, K-2

**m1a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Christina Tettonis	718-499-0957	718-499-0958	<a href="mailto:CTettonis@hccs-nys.org">CTettonis@hccs-nys.org</a>
Operational Leader	Joy Petrakos	718-499-0957	718-499-0958	<a href="mailto:Joy.Petrakos@hccs-nys.org">Joy.Petrakos@hccs-nys.org</a>
Compliance Contact	Cathy Kakleas	718-499-0957	718-499-0958	<a href="mailto:CKakleas@hccs-nys.org">CKakleas@hccs-nys.org</a>
Complaint Contact	Joy Petrakos	718-499-0957	718-499-0958	<a href="mailto:Joy.Petrakos@hccs-nys.org">Joy.Petrakos@hccs-nys.org</a>
DASA Coordinator	Joy Petrakos	718-499-0957	718-499-0958	<a href="mailto:Joy.Petrakos@hccs-nys.org">Joy.Petrakos@hccs-nys.org</a>
Phone Contact for After Hours Emergencies	9175612622			

**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, 2020.**

### Site 1 Certificate of Occupancy (COO)

[HCCS SI COO.pdf](#)

**Filename:** HCCS SI COO.pdf **Size:** 894.0 kB

### Site 1 Fire Inspection Report

[Fire Alarm Tes and Inspection Report July 2020.pdf](#)

**Filename:** Fire Alarm Tes and Inspection Report July 2020.pdf **Size:** 127.9 kB

## CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

**n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).**

No

**PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.**

**o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?**

No

## ATTESTATION

**p. Individual Primarily Responsible for Submitting the Annual Report.**


Name	Joy Petrakos
Position	Chief of Operations
Phone/Extension	718-499-0957
Email	<a href="mailto:Joy.Petrakos@hccs-nys.org">Joy.Petrakos@hccs-nys.org</a>

**p. 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. Check **YES** if you 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 "Christine Peters", is written on a light gray background.

**Signature, President of the Board of Trustees**



**Date**

Jul 30 2020

**Thank you.**



## **Entry 3 Progress Toward Goals**

**Completed** Nov 3 2020

### **Instructions**

**Regents, NYCDOE, and Buffalo BOE-authorized charter schools**

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

## **Entry 3 Progress Toward Goals**

## PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

### 1. ACADEMIC STUDENT PERFORMANCE GOALS

**For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".**

#### 2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
	Throughout the course of the charter term, HCCS-SI will show progress towards achieving 75% of its 3rd-5th graders, who have been enrolled at the			N/A

Academic Goal 1	<p>school on BEDS day for at least two consecutive years</p> <ul style="list-style-type: none"> <li>• performing at or above Level 3 on the NYS ELA exam.</li> <li>• performing at or above Level 3 on the NYS Math exam.</li> </ul>		Unable to Assess	Currently in year 1, HCCS-SI served grades K & 1, non testing grades.
Academic Goal 2	<p>Throughout the course of the charter term, HCCS-SI will show progress towards achieving 75% of its 4th graders who have been enrolled at the school on BEDS day for at least two consecutive years, performing at or above Level 3 on the NYS Science exam.</p>		Unable to Assess	<p>N/A</p> <p>Currently in year 1, HCCS-SI served grades K &amp; 1, non testing grades.</p>
Academic Goal 3	<p>Throughout the charter term, each grade-level cohort of HCCS-SI students will reduce by one-quarter, the gap between the percent at or above Level 3 on the previous year's NYS ELA exam and 75% at or above Level 3 on:</p> <ul style="list-style-type: none"> <li>• the current year's NYS ELA</li> </ul>		Unable to Assess	<p>N/A</p> <p>Currently in year 1, HCCS-SI served grades K &amp; 1, non testing grades.</p>



	<p>exam. If a grade-level cohort exceeds 75% at or above Level 3 in the previous year, the cohort will demonstrate growth (above 75 percent) in the current year.</p>			
Academic Goal 4	<p>Throughout the charter term, each grade-level cohort of HCCS-SI students will reduce by one-quarter NYS Math exam and 75% at or above Level 3 on the current year's NYS Math exam. If a grade-level cohort exceeds 75% at or above Level 3 in the previous year, the cohort will demonstrate growth (above 75 percent) in the current year.</p>		Unable to Assess	<p>N/A Currently in year 1, HCCS-SI served grades K &amp; 1, non testing grades.</p>
Academic Goal 5	<p>Each year, the percent of HCCS-SI students performing at or above Level 3 on the NYS ELA exam and NYS Math exam in each tested grade will, in the majority of grades, exceed the</p>		Unable to Assess	<p>N/A Currently in year 1, HCCS-SI served grades K &amp; 1, non testing grades.</p>

	average performance of students tested in the same grades of CSD 31.			
				<p>75% of our Kindergarten students performed at a level 1 on the Initial Consonants, Alphabet Recognition, and Alphabet Writing strand, and a level 2 on the decoding and sight word strands. However, 66% scored a level 1 in rhyme recognition and syllable clapping and 59% scored a level 1 in rhyme generation. 68% performed on a level 2 in final consonants and spelling , 59% scored a level 2 on blending and 52% scored a level 2 on segmenting. 64% scored a level 2 on alphabet recognition. We were unable to assess 5% of our students due to Covid related circumstances and the fact that they have now moved</p>
	Each year, on the Spring administration of			

Academic Goal 6	<p>the Fox in the Box early literacy assessment</p> <ul style="list-style-type: none"> <li>• 75% of kindergarten students who were enrolled at the School on BEDS day will perform at or above a Level 1 on the rhyme recognition, rhyme generation, syllable clapping, initial consonants, and at or above a Level 2 on the final consonants, blending, segmenting, ABC recognition, writing, spelling, decoding, sight words, and emergent reading strands.</li> </ul>	Fox in the Box Early Literacy Assessment	Not Met	<p>out of state.</p> <p>We understand that the Pandemic altered our instructional practices and our students were affected in ways that slowed down their acquisition of foundational skills. To address the areas in which we did not meet our goals we have put the following in place.</p> <p>*We have hired a Reading Specialist who is working as an AIS teacher. Currently, she is working with first and second grade students who did not meet benchmark.</p> <p>*We are training two new staff members in Reading Rescue; our Reading Intervention program.</p> <p>*We are providing Kindergarten and First grade teachers with targeted PD in Phonics and Foundational Skills.</p> <p>* We are looking closely at the data from Fox in the Box assessments</p>
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				and have developed individual learning plans for students who have not reached benchmark. *We are guiding our Pre-k and Kindergarten teachers to develop lessons with a strong focus on rhyme recognition and rhyme generation.
Academic Goal 7	75% of the 1st grade students who were enrolled on BEDS day for two consecutive years will perform at or above a Level 4 on the spelling, decoding, vocabulary, sight words, reading accuracy.		Unable to Assess	N/A Currently in year 1, 1st graders were not enrolled on BEDS for two consecutive years
Academic Goal 8	75% of the 2nd grade students who have been enrolled at the School on BEDS day for at least two consecutive years will perform at or above Level 6 on the spelling, decoding, vocabulary, sight words, reading accuracy, and reading		Unable to Assess	N/A Currently in year 1, HCCS-SI served grades K & 1, non testing grades.

	comprehension strands.			
Academic Goal 9	Each year, all students in Grades 2 through 5 who were enrolled in the School for at least two consecutive BEDS dates will average at least five percentile points of growth on NWEA MAP Reading and Math assessments until average percentile score reaches 85.		Unable to Assess	N/A Currently in year 1, HCCS-SI served grades K & 1, non testing grades.
Academic Goal 10	Each year, 75% of all students in Grades 1 through 5 who were enrolled in the School for at least two consecutive BEDS dates will grow a minimum of 2 levels as measured by the F&P assessment regardless of incoming F&P level.		Unable to Assess	N/A Currently in year 1, 1st graders were not enrolled on BEDS for two consecutive years

## 2. Do have more academic goals to add?

Yes

## 2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	Each year, 75% of all students in Grades 2 through 5 who were enrolled in the School for at least two consecutive BEDS dates, including students with disabilities, ELLs, and economically disadvantaged students, will achieve at least one year of growth on NWEA MAP.		Unable to Assess	N/A Currently in year 1, HCCS-SI served grades K & 1, non testing grades.
Academic Goal 12	By the end of the school year, 75% of kindergarteners who were enrolled on BEDS day will be able to: <ul style="list-style-type: none"> <li>• recognize all Greek Letters in their print form, as measured by a Greek Letter Recognition and Writing Common Assessment</li> <li>• communicate</li> </ul>	Greek Common Assessment	Met	

	verbally as measured by the HCCS Greek Verbal Common Assessment.			
Academic Goal 13	<p>By the end of the school year, 75% of first graders who were enrolled on BEDS day for at least two consecutive years will be able to:</p> <ul style="list-style-type: none"> <li>• write all the Greek alphabet in print, as measured by a Greek Letter Recognition And Writing Common Assessment</li> <li>• perform proficiently in listening, as measured by the Greek Listening Common Assessment</li> <li>• perform proficiently in reading, as measured by the Greek Reading Common Assessment</li> <li>• communicate verbally as measured by the Greek Verbal Common Assessment</li> </ul>	Greek Common Assessment	Unable to Assess	<p>N/A</p> <p>Currently in year 1, 1st graders were not enrolled on BEDS for two consecutive years</p>
	By the end the school year, 75%			

Academic Goal 14	of students in grades 2-5 who were enrolled on BEDS day for at least two consecutive years will perform proficiently in oral, reading, listening, and writing skills, as measured by the Greek Verbal, Reading, Listening, and Writing Common Assessments.		Unable to Assess	N/A Currently in year 1, HCCS-SI served grades K & 1, non testing grades.
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

### 3. Do have more academic goals to add?

No

### 4. ORGANIZATION GOALS

**For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**



	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
				<p>We received our charter replication in December 2018 and secured a facility in May 2019. This left us with just 3 months to recruit and register our students. Therefore, we did not meet our planned enrollment according to the growth plan which was to begin with three kindergarten classes (75 students) and 3 first grade classes (75 students) for September 2019. We requested a change to our enrollment plan for year 1 and we began with 2 classes in kindergarten and 2 classes in first grade. Currently for year 2, registration is</p>

Org Goal 1	Recruitment – Each year, HCCS-SI will meet or exceed enrollment and retention targets as prescribed by the Board of Regents, through the State Education Department, of students with disabilities, English language learners, and students who are eligible for the free- and reduced-price lunch program.	ATS, Vendor Portal, Internal Systems	Partially Met	going very well for September 2020. We are optimistic that we will begin with 3 kindergarten classes, 2 first grade and 2 second grade classes. Our special education percentage is 16% and our ELL percentage is 6%. Our Sped subgroup enrollment is currently lower than District 31 which is 26% and we are even with the D31 ELL student at 6%. To achieve a greater percentage with our subgroups we will continue to reach out to pre-schools and day cares throughout all neighborhoods in District 31 to make parents aware of the option of applying to our school, distributing information about the school in multiple languages, and holding a virtual open house for District 31 on our website. Our lottery includes
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				preferences for Students with Special Needs and ELL students. Our FRPL percent is 54% which is even with CSD 31.
Org Goal 2	Attendance - At the end of each school year, HCCS-SI will have an average daily student attendance rate of at least 95%.	ATS  HCCS-Si daily average attendance is 96.47.	Met	
Org Goal 3	Retention - Each year, 95% of all students enrolled at HCCS-SI during the last day of the school year will return the following September, not including those who move out of area.	ATS and Vendor Portal	Met	
Org Goal 4	Parent Satisfaction - Each year, parents will express satisfaction with HCCS-SI's program, based on the NYCDOE Learning Environment Survey in which the school will receive scores of 7.5 or higher in each of the four	NYCDOE Survery	Met	

	<p>survey domains: Academic Expectations, Communication, Engagement, and Safety and Respect. The school will only have met this goal if at least 50% of the parents participate in the survey.</p>			
Org Goal 5	<p>Staff Satisfaction and Retention - Each year, teachers will express satisfaction with HCCS' leadership and professional development opportunities, based on the NYCDOE Learning Environment Survey in which the school will receive scores of 7.5 or higher in each of the four survey domains: Academic Expectations, Communication, Engagement, and Safety and Respect. The school will only have met this goal if at least 50% of the teachers participate in the</p>	NYCDOE Survey	Met	

	survey.			
Org Goal 6	Each year, HCCS will comply with all applicable laws, rules, regulations, and contract terms including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and federal Family Educational Rights and Privacy Act.	Approved Board of Regents Charter; NYS Portal; Applicable law, rules and regulations; NY Charter Schools Act; NY Freedom Information Law; NY Open Meetings Law; Federal Individuals with Disabilities Education Act; Family Educational Rights and Privacy Act.	Met	
Org Goal 7	Each year, the HCCS Principal will achieve ratings of Proficient or Distinguished, and an average percentile score of 85% or higher, using the VAL-ED leadership evaluation system, developed at Vanderbilt University.	Val-ED Leadership Evaluation Program HCCS's Principal's overall effectiveness score is 4.91. The performance level is Distinguished and the percentile rank is 99%.	Met	
Org Goal 8				
Org Goal 9				

Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

## 2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, HCCS will undergo an independent financial audit that will result in an unqualified opinion and no major findings	External Audit by PKF O'Connor Davies, LLP	Met	
Financial Goal 2	Each year, HCCS will operate on a balanced budget and maintain a stable cash flow.	Monthly internal financial statements and annual external audit by PKF O'Connor Davies.	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

### 7. Do have more financial goals to add?

No

Thank you.

## Entry 7 Disclosure of Financial Interest Form

Completed Aug 3 2020

[Instructions - Multiple Uploads Permitted](#)

**Required of ALL Charter Schools by August 3**

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 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)**
- **SUNY- Authorized Charter Schools: [Trustee Financial Disclosure Form](#)**

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

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.

### **Leonardos, Nikolaos- FinancialDisclosure2020**

**Filename:** Leonardos Nikolaos FinancialDiscosur 0wQFijB.pdf **Size:** 107.1 kB

### **Mathews Nikiforos - FinancialDisclosure2020**

**Filename:** Mathews Nikiforos FinancialDiscosur ApSbcNs.pdf **Size:** 40.7 kB

### **Rajpersaud Bianca- FinancialDisclosure2020 (003)**

**Filename:** Rajpersaud Bianca FinancialDisclosure 7LGX9Gc.pdf **Size:** 202.5 kB

### **Newman, Harvey - FinancialDisclosure2020**

**Filename:** Newman Harvey FinancialDisclosure202 uFgCL6C.pdf **Size:** 232.7 kB

### **Svokos, Grazia - FinancialDisclosure2020**

**Filename:** Svokos Grazia FinancialDisclosure202 w8vRJ2W.pdf **Size:** 174.0 kB

### **Capetanakis Charles - FinancialDisclosure2020**

**Filename:** Capetanakis Charles FinancialDisclos wJKjG2w.pdf **Size:** 129.4 kB

### **Lekas, Effie- FinancialDisclosure2020**

**Filename:** Lekas Effie FinancialDisclosure2020 CFcPGf0.pdf **Size:** 286.0 kB

### **Angelakos, Dean - FinancialDisclosure2020**

**Filename:** Angelakos Dean FinancialDisclosure2020.pdf **Size:** 109.0 kB

### **Theodoratou, Liana- FinancialDisclosure2020**

**Filename:** Theodoratou Liana FinancialDisclosure hXYBgi2.pdf **Size:** 174.7 kB

## **Entry 8 BOT Membership Table**

**Completed** Aug 3 2020



# 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 8 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.

### HELLENIC CLASSICAL CHARTER SCHOOL - STATEN ISLAND 353100861175

#### 1. 2019-2020 Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	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 Meetings Attended During 2019-2020
1	Charles Capetankis cc@dhclegal.com	Chair	Education, Financial, Facilities	Yes	1	07/01/2020	06/30/2023	12
2	Harvey Newman hnewman@thecei-pea.org	Secretary	Education Chair	Yes	1	07/01/2020	06/30/2023	12

3	Nick Leonardo s NickL@d afnonas.c om	Treasurer	Financial, Facilities	Yes	1	07/01/20 20	06/30/20 23	12
4	Effie Lekas Effielekas @hotmail .com	Trustee/M ember	Educatio n	Yes	1	07/01/20 20	06/30/20 23	12
5	Grazia Svokos grsvokos @gmail.c om	Trustee/M ember	Educatio n	Yes	1	07/01/20 20	06/30/20 23	11
6	Nikiforos Mathew Nmathew <a href="mailto:s@orrick.com">s@orrick. com</a>	Trustee/M ember	Financial, Facilities	Yes	1	07/01/20 20	06/30/20 23	5 or less
7	Dean Angelako s Dangelak os@chac ompanies .com	Trustee/M ember	Financial, Facilities	Yes	1	07/01/20 20	06/30/20 23	5 or less
8	Dr. Liana Theodora tou hlt1@nyu .edu	Trustee/M ember	Educatio n	Yes	1	07/01/20 20	06/30/20 23	5 or less
9	Bianca Rajpersa ud <a href="mailto:br@dhclegals.com">br@dhcle gals.com</a>	Trustee/M ember	Financial	Yes	1	07/01/20 20	06/30/20 23	5 or less

**1a. Are there more than 9 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, 2020	8
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

**3. Number of Board meetings held during 2019-2020**

14

**4. Number of Board meetings scheduled for 2020-2021**

12

Thank you.

**Entry 9 Board Meeting Minutes**

Completed Aug 3 2020

[Instructions](#)

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 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 3, 2020.

### **2020-0227 SI MINUTES 1**

**Filename:** 2020 0227 SI MINUTES 1.pdf **Size:** 124.2 kB

### **2020-0123 SI MINUTES**

**Filename:** 2020 0123 SI MINUTES.pdf **Size:** 130.0 kB

### **2020-0316 SI SCHOOL BOARD MINUTES**

**Filename:** 2020 0316 SI SCHOOL BOARD MINUTES.pdf **Size:** 225.7 kB

### **2020-0318 SI SCHOOL BOARD MINUTES**

**Filename:** 2020 0318 SI SCHOOL BOARD MINUTES.pdf **Size:** 223.3 kB

### **2020-0320 SI SCHOOL BOARD MINUTES**

**Filename:** 2020 0320 SI SCHOOL BOARD MINUTES.pdf **Size:** 220.7 kB

### **BOT Minutes HCCS-SI May 2020 revised**

**Filename:** BOT Minutes HCCS SI May 2020 revised.pdf **Size:** 174.8 kB

### **2020-0430 SI SCHOOL BOARD MINUTES**

**Filename:** 2020 0430 SI SCHOOL BOARD MINUTES.pdf **Size:** 230.9 kB

### **HCCS-SI BOT Minutes - July 2019 - Dec 2019**

**Filename:** HCCS SI BOT Minutes July 2019 Dec 2019.pdf **Size:** 532.6 kB

### **2020-0624 SI MINUTES**

**Filename:** 2020 0624 SI MINUTES.pdf **Size:** 236.7 kB

## **Entry 10 Enrollment & Retention**

**Completed** Aug 3 2020

### **Instructions for submitting Enrollment and Retention Efforts**

**ALL charter schools must complete this section.** Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), 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 2019-2020.

# Entry 10 Enrollment and Retention of Special Populations

## Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, 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 2020-2021.

**HELLENIC CLASSICAL CHARTER SCHOOL - STATEN ISLAND 353100861175**

### Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	The school will continue to extend their outreach by reaching out to feeder schools and Pre-Kindergarten schools in the community. HCCS-SI currently has 47% FRPL. Our PTA and members of our Park Slope alumni volunteered and worked with faculty and administration to disseminate materials such as the school brochure, applications, calendar and contact information. HCCS continues to advertise in local newspapers throughout the year. This marketing initiative helps target and recruit students eligible for FRPL, ELL's and Students with	HCCS will continue to demonstrate their best practice efforts to recruit economically

	<p>Disabilities.</p> <p>The school announced three open house events beginning in October and holds monthly information sessions. HCCS-SI has multi-lingual staff members to assist with translations as needed regarding but not limited to information about the school, information on how to apply to the school and contact information for the school for stakeholders to reach out to with further questions that are accessible to parents.</p>	<p>disadvantaged students for 2020-2021.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>HCCS-SI started its first year with grades K-1 of which 6% are English Language Learners. HCCS-SI is reaching out to pre-school programs with large communities of English language learners (ELLs). We will advertise the school in local Spanish-language and Asian media (e.g. newspaper), host targeted informational sessions for non-English speaking students in their native languages, and provide recruitment materials in multiple languages (i.e. brochures, handouts, website) that highlight unique services offered for ELL students. HCCS-SI has a lottery preference for ELL students and backfills throughout the year should a seat become available. HCCS-SI will continue to make great</p>	<p>HCCS will continue to demonstrate their best practice efforts to recruit English Language Learners for 2020-2021.</p>

	efforts to increase their ELL subgroup percentage.	
Students with Disabilities	<p>HCCS-SI started its first year with grades K-1 of which 16% are Students with Disabilities. HCCS-SI will add a grade each year following until we reach K-8. Based on this growth strategy, we are beginning our student recruitment process by reaching out to daycares and pre-K programs in the district. As part of this process, we are targeting pre-school programs that only serve students with disabilities (SWDs). Our goal is to engage parents of these students, encourage them to apply to the admissions lottery and then, for those who gain entry, work with the parents and the pre-K providers to help these students transition into our school. More broadly, we use marketing strategies that encourage applicants with disabilities to apply, including: special marketing materials aimed at students with disabilities; emphasizing the school's range of services and accommodations, and; outreach to the CSD 31's Committee on Special Education (CSE) and Community Education Council (CEC).</p> <p>HCCS-SI has a lottery preference for Students with Special Needs and backfills throughout the year should a seat become available.</p>	<p>The Hellenic Classical Charter School will continue to demonstrate their best practice efforts to recruit Students with Disabilities for 2019-2020.</p>

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	<p>In its first year of operations, HCCS-SI has created positive family relationships through their many celebrations throughout the school year including during the COVID-19 school closure. Mirroring its sister school HCCS-PS, HCCS-SI is already known for their open door policy where all families feel comfortable to reach out to discuss anything they need with their child's teacher and or the administration. HCCS-SI hosts parent and student orientations, offers free meals and snacks through the NYC Food Services, offers a free after school program for middle school students and free tutoring for struggling students.</p>	<p>The Hellenic Classical Charter School will continue to demonstrate their best practice efforts to retain economically disadvantaged students for 2020-2021.</p>
	<p>HCCS-SI currently in its first year has one ESL teacher. We have many practices in place to provide ESL students with the instruction and tools they need to succeed. Our ESL teacher pushes in and pulls out sessions with their students, are part of the weekly common planning meetings and part of the professional development provided by Teachers College.</p>	



English Language  
Learners/Multilingual Learners

They have also attended PD provided by TC, specifically designed to support special provider teachers with strategies and tools to help their respective students gain access and succeed in their particular units of study in phonics, reading and writing. It is very important and a best practice for our service providers to be on the same page as our classroom teachers. It is also a best practice for the service providers to preview lessons with their students. They teach their students needed vocabulary and key concepts that will support their learning. Additionally, before teachers begin a new unit, the team of teachers discuss the prerequisite skills needed for learning to happen. The service providers then develop lesson plans that support attainment of those prerequisite skills. Both, the ESL teacher and the Special Ed teacher meet weekly with the principal to review plans, discuss goals and plan strategies and next steps for the students. Progress in these goals is very closely monitored and discussed during common planning meetings and during the meeting with the principal. It is also a best practice to maintain constant contact with the students' families. Families are informed on strategies they can help their children with at home and student progress is discussed with them on a regular basis. The ESL teacher also maintains frequent communication with the

The Hellenic Classical Charter School will continue to demonstrate their best practice efforts to retain and increase their ELL student population for 2020-2021.

	<p>students' families. She encourages the families to allow the students to speak in their native language as research shows that this practice results in better results in the acquisition of the English language. The ESL teacher is continuously building a library consisting of books in the students' native languages. She also uses various apps to communicate specific words in her student's respective language. Families are informed on strategies they can help their children with at home and student progress is discussed with them on a regular basis. The ESL teacher is in constant contact and collaborates with the ESL teacher from the Park Slope school as well.</p>	
	<p>HCCS-SI currently in its first year has one Special Ed teacher. We also have a speech therapist and occupational therapist, provided through related services, to meet the needs of those students that require their services. We have many practices in place to provide our students with disabilities and our ESL students with the instruction and tools they need to succeed. Our Special Ed and ESL teacher do push in and pull out sessions with their students. They are part of the weekly common planning meetings and the professional development provided by Teachers College. They have also attended PD provided by TC, specifically designed to support special provider teachers with</p>	

## Students with Disabilities

strategies and tools to help their respective students gain access and succeed in their particular units of study in phonics, reading and writing. It is very important and a best practice for our service providers to be on the same page as our classroom teachers. It is also a best practice for the service providers to preview lessons with their students. They teach their students needed vocabulary and key concepts that will support their learning. Additionally, before teachers begin a new unit, the team of teachers discuss the prerequisite skills needed for learning to happen. The service providers then develop lesson plans that support attainment of those prerequisite skills. Both, the ESL teacher and the Special Ed teacher meet weekly with the principal to review plans, discuss goals and plan strategies and next steps for the students. IEP goals drive instruction for the Special Ed students. Progress in these goals is very closely monitored and discussed during common planning meetings and during the meeting with the principal. The Special Ed teacher also meets monthly with the Dean of Special Ed to discuss individual student progress. It is also a best practice to maintain constant contact with the students' families. Families are informed on strategies they can help their children with at home and student progress is discussed with them on a regular basis.

The Hellenic Classical Charter School will continue to demonstrate their best practice efforts to recruit and increase their SWD population for 2020-2021.

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## Entry 12 Percent of Uncertified Teachers

Completed Aug 3 2020

### 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.

## Entry 12 Uncertified Teachers

**School Name:** HELLENIC CLASSICAL CHARTER SCHOOL - STATEN ISLAND 353100861175

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## 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, 2020)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category A: 5 or 30% whichever is less	1.0

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

	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, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	0.0

**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, 2020)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category C: not to exceed 5	1.0

**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	0

**CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS**

	FTE Count
Total Category E	5

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	6



Thank you.

## Entry 13 Organization Chart

Completed Aug 3 2020

### [Instructions](#)

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

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

### [Organizational Chart 2020](#)

**Filename:** Organizational Chart 2020 9k4yx1y.pdf **Size:** 254.8 kB

## Entry 14 School Calendar

Completed Sep 26 2020

### [Instructions for submitting School Calendar](#)

#### **Required of ALL Charter Schools**

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3<sup>rd</sup> submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

**Board of Regents-authorized charter schools 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.**

### [School Year Calendar\(tentative\)- SI \( 2020 -21\)](#)

**Filename:** School Year Calendartentative SI 2020 21.pdf **Size:** 569.7 kB



## **HCCS-SI School Calendar 2020-2021**

**Filename:** HCCS SI School Calendar 2020 2021.pdf **Size:** 572.2 kB

### **Entry 15 Links to Critical Documents on School Website**

**Completed** Aug 3 2020

#### **Instructions**

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

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. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

### **Form for Entry 15 Links to Critical Documents on School Website**

**School Name:** Hellenic Classical Charter School - Staten Island

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

**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. Most Recent Annual Report (i.e., 2018-19)	<a href="https://www.hccs-nys.org">https://www.hccs-nys.org</a>
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
3. Link to NYS School Report Card	<a href="https://www.hccs-nys.org">https://www.hccs-nys.org</a>
4. Most Recent Lottery Notice Announcing Lottery	<a href="https://www.hccs-nys.org/lottery">https://www.hccs-nys.org/lottery</a>
5. Authorizer-Approved DASA Policy	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
6. District-wide Safety Plan	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
8. Subject matter list of FOIL records	<a href="https://www.hccs-nys.org/board-of-trustees">https://www.hccs-nys.org/board-of-trustees</a>
9. Link to School Reopening Plan	<a href="https://34001662-ea44-4444-b408-d9a8051e1289.filesusr.com/ugd/8221cc_eae78c62033b4dc38001ce0837e4442e.pdf">https://34001662-ea44-4444-b408-d9a8051e1289.filesusr.com/ugd/8221cc_eae78c62033b4dc38001ce0837e4442e.pdf</a>

Thank you.



## **Entry 16 COVID 19 Related Information**

**Completed** Aug 3 2020

### **Instructions**

#### **Required of ALL charter schools**

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

## Entry 16 COVID 19 Related Information

**School Name:** Hellenic Classical Charter School - Staten Island

### TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	72	72	72

### Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participants

	Title														cipa ting Stud ents
	Fox in a Box, CTB /Mc Gra w Hill	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	Font as & Pinn ell Rea ding Ass ess me nts	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	Gre ek Lan gua ge Ass ess me nts, Rea ding , List enin g, Spe akin g & Writ	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	

	ing														
	QRI Ass ess me nt for Stu den ts with Disa biliti es	✓	✓	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	
		✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	✕	

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
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Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Aug 3 2020

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

Please provide the full name of ANY and ALL instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the Staff Roster.

Staff Roster as of 8-3-2020

Filename: Staff Roster as of 8 3 2020 ZDtWihg.xlsx Size: 11.8 kB

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

\_\_\_\_\_ **NIKOLAOS LEONARDOS** \_\_\_\_\_

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

\_\_\_\_\_ **HELLENIC CLASSICAL CHARTER SCHOOL** \_\_\_\_\_

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Treasurer**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_\_\_ **Yes** \_x\_ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

If Yes, please describe the nature of your relationship and how 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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.


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
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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
NONE				

 7/27/20  
Signature Date

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: 

Business Address: 

E-mail Address: 

Home Telephone: 

Home Address: 

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

\_\_\_\_\_ **NIKIFOROS MATHEWS** \_\_\_\_\_

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

\_\_\_\_\_ **HELLENIC CLASSICAL CHARTER SCHOOL** \_\_\_\_\_

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Member**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_\_\_ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

If Yes, please describe the nature of your relationship and how 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** \_\_\_x\_\_\_ **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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

<b>Date(s)</b>	<b>Nature of financial interest/transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				



Signature

7/24/20  
Date

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: [REDACTED] 7 \_\_\_\_\_

Business Address:

[REDACTED]  
\_\_\_\_\_

E-mail Address: [REDACTED] \_\_\_\_\_

Home Telephone: [REDACTED] \_\_\_\_\_

Home Address: [REDACTED] \_\_\_\_\_

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

\_\_\_\_\_ **BIANCA RAJPERSAUD** \_\_\_\_\_

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

\_\_\_\_\_ **HELLENIC CLASSICAL CHARTER SCHOOL** \_\_\_\_\_

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Member**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_\_\_ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

If Yes, please describe the nature of your relationship and how 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** \_\_x\_\_ **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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

<b>Date(s)</b>	<b>Nature of financial interest/transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				



7/29/2020

Signature

Date

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: [REDACTED]

Business Address: [REDACTED]

E-mail Address: [REDACTED]

Home Telephone: [REDACTED]

Home Address: [REDACTED]

*last revised 06/8/2020*

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees  
Member**

---

**Name:**

\_\_\_\_\_ **HARVEY NEWMAN** \_\_\_\_\_

**Name of Charter School Education Corporation (the Charter School Name,  
if the charter school is the only school operated by the education  
corporation):**

\_\_\_\_\_ **HELLENIC CLASSICAL CHARTER SCHOOL** \_\_\_\_\_

- 1. List all positions held on the education corporation Board of Trustees ("Board")  
(e.g. president, treasurer, parent representative).**

**Secretary**

- 2. Are you an employee of any school operated by the education corporation?**  
\_\_\_\_ **Yes** ☒ **No**

**If Yes, for each school, please provide a description of the position(s) you  
hold, your responsibilities, your salary and your start date.**

- 3. Are you related, by blood or marriage, to any person employed by the school?**

**If Yes, please describe the nature of your relationship and how this person  
could benefit from your participation.**

**No.**

- 4. Are you related, by blood, marriage, or legal adoption/guardianship, to any  
student currently enrolled in the school?**

**If Yes, please describe the nature of your relationship and how this person  
could benefit from your participation.**

**No.**

**If Yes, please describe the nature of your relationship and how 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 \_\_\_x\_\_\_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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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
NONE				

Harvey Newman July 28, 2020  
Signature Date

*Please note that 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. Personal contact information provided below will be redacted.*

**Business Telephone:** \_\_\_\_\_

**Business Address:**  
\_\_\_\_\_

**E-mail Address:**  
\_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*last revised 06/8/2020*

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

\_\_\_\_\_ **GRAZIA SVOKOS** \_\_\_\_\_

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

\_\_\_\_\_ **HELLENIC CLASSICAL CHARTER SCHOOL** \_\_\_\_\_

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Member**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_\_\_ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.



3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

If Yes, please describe the nature of your relationship and how 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** \_\_\_x\_\_\_ **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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

<b>Date(s)</b>	<b>Nature of financial interest/transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				

  
\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: \_\_\_\_\_

Business Address:

\_\_\_\_\_  
\_\_\_\_\_

E-mail Address:

\_\_\_\_\_  
\_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Signature:

Grazia Svokos

Date: July 24, 2020



<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

**CHARLES CAPETANAKIS**

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

**HELLENIC CLASSICAL CHARTER SCHOOL**

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Chairman**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_\_ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

Yes. Married to Dena Capetanakis, the Director of Community & Engagement. I recuse myself from decisions relating to her employment.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

If Yes, please describe the nature of your relationship and how 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**   x   **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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

<b>Date(s)</b>	<b>Nature of financial interest/transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or



employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				



Signature

7/27/2020

Date

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: 

Business Address: 



E-mail Address: 

Home Telephone: 

Home Address: 

*last revised 06/8/2020*

the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "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
NONE				

Effie Lekas  
Signature

7/25/2020  
Date

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: [REDACTED]

Business Address: [REDACTED]

E-mail Address: [REDACTED]

Home Telephone: [REDACTED]

Home Address: 50 00 040th Street, Bayside Hills, NY 11364 [REDACTED]

*last revised 06/8/2020*

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

**Basil Dean Angelakos**

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

**HELLENIC CLASSICAL CHARTER SCHOOLS**

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Member**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_ **Yes** \_x\_ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

**No**

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

**No**

If **Yes**, please describe the nature of your relationship and how 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** \_\_x\_\_ **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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “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
NONE				

*B. Dean Angelakos*

7/30/20

Signature

Date

*Please note that 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. Personal contact information provided below will be redacted.*

**Business Telephone:** [REDACTED]

**Business Address:**  
N/A

**E-mail Address:** [REDACTED]

**Home Telephone:** [REDACTED]

**Home Address:** [REDACTED] [REDACTED]

*last revised 06/8/2020*

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

\_\_\_\_\_ **DR. LIANA THEODORATOU** \_\_\_\_\_

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

\_\_\_\_\_ **HELLENIC CLASSICAL CHARTER SCHOOL** \_\_\_\_\_

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

**Member**

2. Are you an employee of any school operated by the education corporation?  
\_\_\_\_\_ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

If Yes, please describe the nature of your relationship and how 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** \_\_\_x\_\_\_ **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 or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

<b>Date(s)</b>	<b>Nature of financial interest/transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
NONE			

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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				

***Dr. Liana Theodoratou***

7/31/20

Signature

Date

*Please note that 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. Personal contact information provided below will be redacted.*

Business Telephone: [REDACTED] 0 \_\_\_\_\_

Business Address:  
[REDACTED] 03 \_\_\_\_\_

E-mail Address:  
[REDACTED] \_\_\_\_\_

Home Telephone: [REDACTED] \_\_\_\_\_

Home Address: [REDACTED] \_\_\_\_\_

*last revised 06/8/2020*



**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON FEBRUARY 27, 2020 AT 9:30 a.m.  
AT  
1641 RICHMOND AVENUE, STATEN ISLAND, NEW YORK 10304**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Natasha Caban	Principal HCCS-PS
Stacy Kokkoros	Business Administrative Assistant

**VIA ZOOM CONFERENCE**

Joy Petrakos	Chief of Operations
Cathy Kakleas	Principal HCCS-SI
Christina Portelos	Director of Finance & Operations
Charles Capetanakis	Chairman
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dean Angelakos	Member

**ABSENT**

Harvey Newman	Secretary
Nik Mathews	Member
Dr. Liana Theodoratou	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were five Board members present at the Board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on January 23, 2020. On a motion made by Mr. Leonardos and seconded by Mrs. Svokos, the minutes were unanimously approved.

Mr. Capetanakis motioned to discuss the nomination of a new member to the School Board, Bianca Rajpersaud. Mr. Leonardos seconded the motions. Mr. Capetanakis asked if there were any objections to her serving on our Board. There were none. The Board voted unanimously for Bianca Rajpersaud to be the newest member of the Hellenic Classical Charter School-Statens Island Board of Trustees. Her term would be effective immediately.

Mr. Capetanakis reported that HCCS-SI is nearing signing a long term lease with the landlord, Holy Trinity Church. They are negotiating with the real estate brokers and project managers that are developing project budgets and receiving bids. In the meantime, they have had two calls with financial institutions. Civic Builders and Royal Bank of Canada. They are working on securing financing and will have a recommendation soon.

Mr. Capetanakis inquired as to the grants that we have received so far. He asked if our financials can segregate the restricted grant balances on the Balance Sheet.

#### **SUPERINTENDENT'S REPORT**

Mrs. Tettonis reported that Staten Island Assembly member Michael Cusick & Regent Christine Cea visited HCCS-SI as VIP Readers on January 30<sup>th</sup>.

#### **CHIEF OF OPERATIONS REPORT**

Mrs. Petrakos noted that new banners have been ordered for the Greek Independence Day Parade for both schools. Adding also that buses for both schools have been secured.

Mrs. Petrakos and Mrs. Portelos met with Ponce Bank about grant and lending opportunities.

Mrs. Petrakos reported we currently have 52 kindergarten applications, 3 1st grade applications and 2 2<sup>nd</sup> grade applications. In addition we have 17 students on a wait list for PreK in the event we get an approval. Joy noted that she is confident that we will have a third Kindergarten class by September. She also reported that together with Mrs. Capetanakis the team continues the outreach efforts for HCCS-SI. We have placed a banner in the Staten Island Mall and we have been reaching out to the YMCA and neighboring Pre-K and nursery programs. Mrs. Capetanakis has been working diligently with the P.T.A to recruit more students. The next two scheduled open houses are March 18<sup>th</sup> and March 31<sup>st</sup>.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mrs. Leonardos seconded the motion. The meeting was adjourned at 10:20 a.m.

The next Board meeting will be held at HCCS-PS at 9:30 a.m. on March 16, 2020.

Harvey Newman

Harvey Newman, Secretary



**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON JANUARY 23, 2020 AT 10:00 a.m.  
AT  
646 5<sup>TH</sup> AVENUE, BROOKLYN, NEW YORK, 11215**

**MEMBERS AND STAFF**

**PRESENT**

Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Business Administrative Assistant

**VIA SKYPE CONFERENCE**

Cathy Kakleas	Principal HCCS-SI
Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dean Angelakos	Member/Excused

**ABSENT**

Christina Tettonis	Superintendent
Dr. Liana Theodoratou	Member/Excused
Nik Mathews	Member/Excused

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were six Board members present at the Board meeting, as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on December 16, 2019. On a motion made by Mr. Newman and seconded by Mrs. Svokos, the minutes were unanimously approved.

**CHIEF OF OPERATIONS REPORT**

Mrs. Petrakos reported to the Board that the merger for our schools was successfully submitted to the DOE. She thanked the State Education Department for giving us an extension to submit. The application was submitted on January 17<sup>th</sup>, 2020. Additionally, the DOE received the required Letter of Intent to merge on the same day. We have since scheduled a DOE public hearing which will be held on February 12<sup>th</sup>, 2020 at 5:30 p.m. at HCCS-PS to inform the public that HCCS-PS will be merging authorizers with HCCS-SI.

Mrs. Petrakos reported that the merger will most likely be submitted for Board of Regents approval in March or April. She continued to inform the Board that once she receives the notice she will update the Board. Once approved, it will be effective July 1, 2020. HCCS-SI will then submit the CSP Grant application which entitle us to be eligible to potentially receive \$800,000.00 - \$1,200,000.00 in funding.

### **PRINCIPAL'S REPORT**

Mrs. Kakleas reported that HCCS-SI has had two successful Open Houses. Overall we were in receipt of 41 Kindergarten applications and one Second grade application. She continued to report that HCCS-SI had three new students register for first grade for the current school year. There are now a total of 75 students enrolled in HCCS-SI.

Mrs. Petrakos reported that Mrs. Capetanakis along with the P.T.A. have been continuing with the outreach within the community. They have visited many pre-schools and local business. The new HCCS-SI P.T.A. is amazing, she stated. They wear our school hoodies and promote our school and show school spirit. Mr. Capetanakis asked if we can ask the alumni to help go to the local nursery and pre-schools to promote the school.

Mrs. Kakleas reported that HCCS-SI has been receiving many calls about the UPK program. The UPK application was successfully submitted for HCCS-SI. We had a site visit from the UPK department at the school in January.

Mr. Capetanakis stated that we are negotiating a long term lease after the general assembly. Also, Jennifer Gerakaris submitted a construction budget for the parking lot which is also being negotiated.

Mrs. Petrakos requested that the Board members think about who they can recruit onto the board. The new board member would preferably be a resident of Staten Island. Mr. Newman believes that the synergy of the Board is very important. The Board will be pursuing this further.

Mr. Capetanakis stated that Albany announced the budget and charter schools should be receiving an increase in the pupil allocation for school year 2020-2021.

Mr. Capetanakis called for an executive session. Mr. Newman seconded the motion. The motion was unanimous.

Mr. Capetanakis moved to come out of executive session. During executive session there were no votes taken.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Newman seconded the motion. The meeting was adjourned at 9:50 a.m.

The next Board meeting will be held at HCCS-PS at 9:30 a.m. on February 27, 2020.

Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON MARCH 16, 2020 AT 10:00 a.m.  
AT  
646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Natasha Caban	Principal HCCS-PS
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Business Administrative Assistant
Dena Capetanakis	Director of Community & Engagement

**VIA ZOOM CONFERENCE**

Joy Petrakos	Chief of Operations
Cathy Kakleas	Principal HCCS-SI
Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dr. Liana Theodoratou	Member

**ABSENT**

Nik Mathews	Member
Dean Angelakos	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were six Board members present at the Board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on February 27, 2020. On a motion made by Mr. Leonardos and seconded by Mr. Newman, the minutes were unanimously approved.

The first agenda item was the creation of a new not-for-profit, Friends of Hellenic Classical Charter School. Mr. Capetanakis reported that it would be beneficial if the HCCS-SI lease was assigned to a separate entity, a Friends of organization. This will enable us to take advantage of the full rental reimbursement for SI. The creation of this entity will allow us to be reimbursed for additional expenses such as utilities, electricity, maintenance, etc. Mr. Capetanakis indicated that the board members cannot be the same as our present Board. Mr. Capetanakis motioned for the adoption of the new not-for-profit, Friends of Hellenic Classical

Charter School. Mr. Leonardos seconded the motion. There being no further discussion, the motion carries.

The second agenda item was the retention of a financial institution to finance the costs of the new building. The recommendation to the Board from the team is that we engage with the Royal Bank of Canada (RBC) for bond financing. Mr. Capetanakis motioned for the adoption for the retention of RBC for financing. Mr. Leonardos seconds the motion. There being no further discussion, the motion carries unanimously.

### **SUPERINTENDENT'S REPORT**

Mrs. Tettonis began by sincerely thanking the Board and the team. The support that the Board has provided is overwhelming. She knows how much time and energy is needed to make the decisions that had to be made. She is very appreciative and thankful to the whole Board.

Mr. Leonardos inquired about the plan going forward to recruit new students now that the schools are closed and we are unable to hold open houses. He emphasized that enrollment is critical for HCCS-SI. Mrs. Tettonis answered that since we cannot have a traditional open house we are planning on having virtual open houses with designated times to call, email or drop off applications and answer questions.

Mrs. Svokos suggested that we use social media for outreach. Mrs. Petrakos advised that we have one Facebook and one Instagram for both schools. When posting, Mrs. Petrakos will hashtag specific events to the specific campuses. Mrs. Svokos continued by recommending that we post videos with the staff speaking to the students. Mrs. Petrakos said that they are planning on recording the individuals who regularly speak at the Open Houses to be on this virtual Open House tour.

Mrs. Tettonis reported that Mrs. Caban and Mrs. Kakleas met today and are working on a plan for the staff which is coming into work tomorrow in regard to remote learning. This must be a long term plan and very consistent. The plan must be clear for parents so they know what the expectations are. Mrs. Tettonis is very impressed with both Mrs. Caban and Mrs. Kakleas because they have been working and preparing for this for weeks. We are ahead of the game, she said. She also expressed concern about continued salaries for the the non-instructional employees.

Mrs. Petrakos stated that our attorney advised that the teachers will continue to be paid per their contract since they are still working. The hourly based employees (custodians, security, non-instructional employees) should not get paid if they are not working in the building. If any of the hourly employees need any kind of leave they should take it. NYS has eliminated the seven day leave period to receive unemployment benefits. Mrs. Svokos suggested that if they need to they should use their vacation days.

The administration and teachers will continue to work remotely throughout the COVID-19 school closure. Mrs. Petrakos said she is working on a plan to keep the employees working. She expressed that there is a need for the custodial and security personnel to remain working in the building. Mr. Leonardos expressed concern for any layoffs and thanked Mrs. Petrakos for



putting a plan in place for our non-instructional staff. This is all contingent on Mrs. Petrakos' plan to keep the operations working provided there are no cuts with the per pupil funding. Mrs. Svokos asked if we have enough technology devices to give out to our students. Mrs. Caban informed the board that the teachers will be reaching out to the parents to see who will need a device for remote learning. The parents will need to sign the device out and be responsible for it. Mrs. Petrakos met with Anthony Underwood, our IT Specialist, and she put a plan in place. Mr. Anthony already begun preparing the devices for distribution.

Mr. Leonardos suggested that we have another Board meeting during the week. Mr. Capetanakis agreed and set two meetings, one for Wednesday, March 18, 2020 at 9:30 a.m. and Friday, March 20, 2020 at 3:00 p.m.

Mr. Capetanakis congratulated the HCCS team for an outstanding job.

### **CHIEF OF OPERATIONS REPORT**

Mrs. Petrakos brought to the Board's attention the need to implement for bill.com, an online vendor payment system, at this time. Bill.com would save time, money and data input. Mr. Leonardos had some reservations about the approval and check signing process. Mrs. Portelos clarified that the approvals are built into the system and the check signors would get a notification to approve the payments. Everything will be electronic. Further discussions would be made.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Newman seconded the motion. The meeting was adjourned at 10:40 a.m.

The next Board meeting will be held at HCCS-PS at 9:30 a.m. on March 18, 2020.

Harvey Newman  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON MARCH 18, 2020 AT 10:00 a.m.  
AT  
646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Business Administrative Assistant

**VIA ZOOM CONFERENCE**

Cathy Kakleas	Principal HCCS-SI
Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dr. Liana Theodoratou	Member

**ABSENT**

Dean Angelakos	Member
Nik Mathews	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were six Board members present at the Board meeting as such having quorum.

**SUPERINTENDENT'S REPORT**

Mrs. Tettonis reported to the Board that the school will be distributing laptops and iPads to the students who are in need of devices for remote learning. Emails have been sent asking parents to let us know if they are in need of a device. HCCS-SI has had requests for 30, thus far. She added that Spectrum is giving free WIFI to students.

Mr. Newman asked how the teaching staff is handling everything. Mrs. Tettonis described the staff as superheroes. She is very proud and humbled by her staff. They have gone above and beyond, she said. The administration, the leadership team, technology, teachers, the counselors, the office staff, everyone is amazing.

Mrs. Tettonis indicated that the State Department has mandated that we keep track of student attendance and participation during remote instruction. Google Classroom will be used to

enable the teachers to monitor which students are participating. The teachers will have to fill out a report on a daily basis and send it to the pupil accounting secretary and then the DOE will inform us how this will be entered into the system for accountability. Special needs students will be serviced by their providers.

Mrs. Tettonis informed the Board that we have a Pick Up and Go schedule for books and materials in the lobbies of both campuses going on right now. Parents are coming one at a time into the school lobbies to pick up what they need.

Mrs. Tettonis reported that Parent Surveys are normally given to parents at Parent Teacher Conferences to fill out. This year parent teacher conferences were done over the phone so parent surveys were either sent home with the students or mailed home.

### **PRINCIPAL'S REPORT**

Ms. Kakleas reported that our guidance counselor, Ms. Donohue will be contacting families to schedule date and times to provide counseling remotely as needed added that the Park Slope leadership team has really supported her teachers and they feel relieved to have them. The teachers and students love using google classroom.

Mr. Capetanakis asked how we are structuring the schedule for the students. Mrs. Caban answered that it is more of a fluid schedule. Teachers are posting daily. We are thinking of staying within the hours of 9:00 am – 2:00 pm for the teachers. Parents are still working therefore we want to make it flexible for them. We believe this will make it easier for the parents.

### **CHIEF OF OPERATIONS REPORT**

Mrs. Lekas asked what will happen to the other employees when we go remote? Mrs. Petrakos said that the custodial and security teams will continue to work in the building. The custodians will go into summer schedule. They will paint the building, wax the floors, disinfect and clean to prepare for the re-opening whenever that will be. The security guard will keep our school open and safe. They will be at the school between the hours of 9am – 2pm should any parents, admin, office and teachers need to pick up materials and devices from the school.

Administration also had to make sure that the teachers were knowledgeable in using this new platform and then making sure that we are prepared with lesson planning for the next two weeks. Also coming up with a system in order to communicate with the faculty.

Mrs. Petrakos congratulated the staff for all of their hard work because other schools are not as united as we are. We are very fortunate.

Mrs. Petrakos also reported that Mr. Adam and Mr. T are creating school spirit videos that will be posted on google classroom. They are very happy, positive and energetic.

Mrs. Petrakos asked the Board if they looked into her bill.com proposal. She reiterated that if we are forced to stay home and work remotely it would make it very difficult to pay our vendors.

Mr. Capetanakis suggests that we do a special report for David Frank sharing our best practices.

Mrs. Svokos stated that we now have a plan/protocol in place for future emergencies.

Mrs. Tettonis reported that one of our parents, Francesco Portelos, went to HCCS-SI and made a 360 degree virtual tour of the school in lieu of having a virtual open house. They are very thankful to Mr. Portelos.

Mrs. Svokos asked if the P.T.A is going to have virtual monthly meetings. Mrs. Capetanakis has been keeping in touch with the executive board and will be setting something up with both schools. She reported that the families of both schools have been very supportive and confident that we are ready.

Mr. Leonardos suggested that we reach out to the parish presidents of Holy Trinity informing them that instruction will be continuing remotely.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mr. Leonardos. Mr. Newman seconded the motion. The meeting was adjourned at 11:05 a.m.

The next Board meeting will be held at HCCS-PS at 4:30 p.m. on March 20, 2020.

Harvey Newman  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON MARCH 20, 2020 AT 5:00 p.m.  
AT  
646 5<sup>TH</sup> AVENUE, BROOKLYN, NEW YORK, 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Stacy Kokkoros	Business Administrative Assistant

**VIA ZOOM CONFERENCE**

Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Christina Portelos	Director of Finance & Operations
Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dr. Liana Theodoratou	Member

**ABSENT**

Dean Angelakos	Member
Nik Mathews	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were six Board members present at the Board meeting as such having quorum.

**SUPERINTENDENT’S REPORT**

Mrs. Tettonis began the meeting by remarking what an extraordinary week this has been. She thanked the Board for being behind the school every step of the way and she really appreciates her team. She further noted that just saying that they are superheroes is an understatement.

She continued to report that on Monday, March 23<sup>rd</sup>, 2020 they will need to submit a continuity plan to the SED with the remote learning plan and upload it to the portal.

Mrs. Tettonis reported that Mrs. Petrakos along with the guidance department developed an “Ask the Counselor” zoom conference between the parents and the students. This was very successful. They also met with the committee of Special Education with the Charter Center. They were given a lot of guidance. For example, consent forms, technology needs, per pupil allocations, etc., and the use of confidential information and whether it can be shared online.

Mrs. Tettonis informed the Board that State testing has been suspended for this year. Also, food services will no longer be provided at HCCS-PS. The DOE has now designated regional centers for students to pick up food.

Student attendance is very important and needs to be monitored, she reiterated.

Mrs. Tettonis continued to state that the staff is working from home and documenting their time. From calling families every single day, making sure that they are not having problems, counseling, google classroom participation, and taking attendance. Mrs. Capetanakis is continuing to send daily emails to all the parents. The administrative assistants have all the calls being forwarded to their homes. Certificates will still be sent home for student of the month and birthdays. Everyone will be working from home, with the exception of the custodial and security staff. She continued to state that our goal is to make sure that our community is continuing to work together during this time and that there is no disruption to instruction. Testing is cancelled but we will still be held accountable as to how we are going to measure if our students meet their goals. Mrs. Tettonis is confident that everything will work out. She is very proud of her staff.

Mr. Capetanakis is also very proud of the staff and administration. He feels that the proper procedures and systems are in place. He is confident that administration is constantly overlooking student progress.

Mrs. Tettonis reported that virtual instruction will be launched on Monday, March 23, 2020 and it will be a collaborative effort. The students are very excited to see their teachers even if it is going to be virtually.

Mrs. Svokos asked whether the teachers will be teaching live or if the teachers will be recording their lessons. Mrs. Tettonis answered that it is blended according to each teacher. Student work will be posted every day at 8:00 a.m. Some teachers, depending on the grade level, will be posting a read out loud and then there will be videos and different type of things loaded and zoom conferences live.

Mr. Newman suggested that Mrs. Tettonis just keep updating them with her reports as she is doing.

#### **CHIEF OF OPERATIONS REPORT**

Mrs. Petrakos reported that she has created a comprehensive plan for all the employees to work from home. There is a schedule and assigned duties for all HCCS employees. The DOE informed us that all essential employees may continue to come into the building. She has informed security to report to the school building for both schools between 9:00 am – 2:00 pm for working parents to continue to come in and pick up materials and books. The custodians of both schools will also be in the building between the hours of 9:00 - 2:00 to clean and sanitize the school building to make it clean and safe for our return.

Mrs. Petrakos continued to report that unless there is an executive order from the government to be quarantined, these employees know to come into work. The building needs to be open, Mrs. Petrakos stated. We have a lobby full of books for working parents that have not made it in yet to pick up their children's books. These books have to be distributed. The leaders of the school need to be able to come into the building.

### **PRINCIPAL'S REPORT**

Mrs. Kakleas stated that she informed her teachers that this week will be an experimental week to see how things go. On Thursday, her teachers recorded a lot of their lessons. They are also planning on doing live read out louds with cue cards. Mrs. Svokos added that it is important to record the live lesson for those who cannot participate to see it at a later time. Mrs. Kakleas stated that there has been a lot going on.

Mrs. Capetanakis reported that she has reached out to both PTA's. The P.T.A in HCCS-SI is concerned about how to keep their parents engaged. She suggested using zoom conferencing for their P.T.A. meetings to keep the momentum going.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Newman seconded the motion. The meeting was adjourned at 5:30 p.m.

The next Board meeting will be held at 9:30 a.m. on April 30, 2020.

Harvey Newman

Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER SCHOOL- STATEN ISLAND  
1641 RICHMOND AVENUE, STATEN ISLAND, NEW YORK, 10314**

**SCHOOL BOARD MEETING  
HELD ON MAY 21, 2020 AT 10:00 a.m.**

**Members and Staff- via Zoom Conferencing**

**PRESENT**

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dr. Liana Theodoratou	Member
Bianca Rajpersaud	Member
Dean Angelakos	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Business Administrative Assistant

**ABSENT**

Nik Mathews	Member
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Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were eight Board members present at the Board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on April 30, 2020. On a motion made by Mr. Newman and seconded by Mr. Leonardos, the minutes were unanimously approved.

**CHIEF OF OPERATON REPORT**

Mrs. Petrakos sought Board resolution for the approval of the construction project and financing. Mrs. Petrakos explained that we are in the process of filling out the application for the funding for the construction for HCCS-SI with Build NYC. Mr. Capetanakis stated that when we finalize the long term lease with the Church we will use the lease to finance the construction.



Mr. Capetanakis motioned to adopt the approval of the construction project and financing. Mr. Leonardos seconds the motion. There being no further discussion the motion carries unanimously.

Joy noted that the school received the PPP loan funding on May 7, 2020 in the amount of \$1,279,500. Mr. Capetanakis stressed the importance of the loan in order to be able to sustain our current payroll, normal operating activities and to avoid laying off any employees in the near future. The uncertain climate we are in poses a threat to school funding and without the PPP loan, the school would have had to lay off certain employees.

Mr. Newman asked how the recruitment is going at HCCS-SI. They are anticipating to have three kindergarten classes. Currently, there are two full Kindergarten classes and we have a third Kindergarten class with 8 new students. The Pre-K class is full with 18 students with a wait list.

Mr. Newman asked administration if we are committed to a number of registered students for HCCS-SI and whether we be reaching that number. Mrs. Tettonis answered that we are doing our best to reach our goal of three full Kindergarten classes and she is confident that we will. Mrs. Tettonis further stated that the team meets weekly with Kimberly Santiago, the SED representative, to give and get updates. They are very understanding of the current COVID-19 situation.

Mrs. Petrakos added that we are having weekly updates with SED. We have had discussions with SED about not meeting our enrollment targets last year. Our enrollment goal modifications were approved and we might possibly once again change that provided that our numbers go up. She reported that right now we are anticipating two second grade classes, two first grade classes and three kindergarten classes. However, if we get an influx of applications we will be able to change this.

Mrs. Petrakos continued to report that we started using eblast, virtual advertising, to promote and advertise the school. She stated that they are grateful to the Walton Foundation for the \$20k grant that is to be used specifically for recruitment and technology to bring in new students. She continued to report that Mrs. Portelos has been in touch with the Staten Island Mall requesting to have the banner that is hung there advertising HCCS-SI so that we can hang it outside of HCCS-SI since the mall is closed.

Mrs. Capetanakis reported that they we will be separating the HCCS P.T.A. Facebook pages. There will be a HCCS-PS P.T.A. Facebook page and a HCCS-SI P.T.A. Facebook page.

### **SUPERINTENDENT'S REPORT**

Mrs. Tettonis informed the Board that the opening of the new school year will have to be reimaged. They are going through different scenarios but they are figuring out their options. They are waiting for the Governor's decision before finalizing their plans.

Mr. Newman stated that no one can know what will happen in the coming months. He agrees that we must wait for the Governor's decision. It is a fluid situation, he stated. The planning will have to be deferred until the summer months. Mrs. Theodoratou agreed that we will have to wait.

Mr. Newman further commented that the child care issues alter the whole economic structure. This will enter into the decision making. Of course, health is primary, Mr. Newman says. Mrs.

Svokos suggested a fourth scenario that we might have to prepare for is making attending classes optional. Mr. Newman stated that the team's job will be very challenging.

Mr. Capetanakis agreed with Mr. Newman's comment that this is a fluid situation. Everything changes day by day. From the Board's perspective, "We are behind Administration".

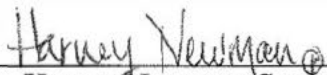
Mrs. Tettonis further stated that her team puts in so much work. They work tirelessly, she stated. She congratulated everyone.

Mr. Capetanakis motions to adopt the Superintendent, Principal Report and Chief of Operation's reports. They have all been reviewed and have been accepted as part of the record.

Mr. Newman stated that he appreciates all of the reports. He feels that they connect the Board to the school.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Theodoratou. Mr. Newman seconded the motion. The meeting was adjourned at 10:20 a.m.

The next Board meeting will be held via Zoom Conferencing at 9:30 a.m. on June 15, 2020.

  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
1641 Richmond Avenue**

**SCHOOL BOARD MEETING  
HELD ON APRIL 30, 2020 AT 10:00 a.m.**

**MEMBERS AND STAFF VIA ZOOM CONFERENCE**

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dr. Liana Theodoratou	Member
Bianca Rajpersaud	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Business Administrative Assistant

**ABSENT**

Dean Angelakos	Member
Nik Mathews	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were seven Board members present at the Board meeting as such having quorum.

The first item on the agenda was the approval of the minutes of the meetings for March 16<sup>th</sup>, March 18<sup>th</sup> and March 20, 2020. On a motion made by Mr. Newman and seconded by Mr. Leonardos, the minutes were unanimously approved.

Mr. Leonardos motioned to amend the agenda to reflect all three Board resolutions – the applications for the PPP loan, Walton Foundation loan and the EID loan. Mrs. Capetanakis seconded the motion. There being no further discussion the motion carried with a unanimous vote.

**CHIEF OF OPERATIONS REPORT**

Mrs. Petrakos sought Board resolution for the approval of the following grants/loans -Economic Injury Development Loan (EIDL) – with a grant in the amount of \$10,000 and a loan of up to \$2m



- Payroll Protection Program (PPP) loan in the amount of \$1.279m
- Charter School Growth Fund loan in the amount of \$150k

The PPP can be forgiven if it is used within eight weeks on gross wages, rent, utilities, and mortgage interest with at least 75% spent on wages as indicated by Mrs. Rajpersaud.

The Board discussed the need of this loan in order to be able to sustain our current payroll, normal operating activities and in an effort to not lay off any employees in the near future. The uncertain climate we are in poses a threat to school funding and without the PPP loan the school may need to lay off several employees.

The Board proposed to pay payroll, rent and key money with the PPP funds.

Mr. Leonardos motions to adopt the PPP funds and the EIDL. Mr. Capetanakis seconded the motion. The motion carried unanimously.

Mrs. Petrakos further sought Board resolution for a Charter School COVID Loan from the Charter School Growth School Remote Learning Fund which is offering us a loan in the amount of \$150,000.00, with 0% interest. The funds do not have to be used if they are not needed.

Mr. Leonardos motions to accept the Charter School COVID Loan in the amount of \$150k and Mr. Capetanakis seconded the motion. There being no further discussion and a unanimous vote the motion carried.

Mrs. Petrakos reported that we have been advised to apply for an increase in our credit line equal to the average amount of two payrolls. An increase in our current LOC with Sterling was requested in the amount of \$400k for both schools. A motion was made and accepted to increase our LOC.

Mrs. Petrakos reported that HCCS-SI did not need to have a lottery this year. Everyone who applied was accepted and they were very happy. The registration process is ongoing. She is happy to report that we opened a third Kindergarten class. At this time HCCS-SI has two Kindergarten classes with 25 students each and the third class with eight students. The HCCS-SI team is working very hard on different outreach strategies. They have created a virtual tour of the school for our website in lieu of Open Houses. Mrs. Kakleas added that the Pre-K class is also full with 18 students registered.

### **SUPERINTENDENT'S REPORT**

Mr. Capetanakis motions to adopt the Superintendent's report.

Ms. Svokos stated that she is amazed at the quantity and quality of work that the administrative team has accomplished with the closure of schools.

Mrs. Tettonis congratulated HCCS-SI for being granted a universal Pre-K contract.

Mrs. Tettonis invited the Board to be part of a committee to assist with the re-opening of the school in the fall. The team is preparing and planning for the re-opening. We will need help to brainstorm, she stated. The opening will be a very big culture shift for us but we are up for the challenge.

Mrs. Tettonis continued to state that remote learning is working very smoothly. Proper systems are in place. We are working with the SED and meeting with them weekly. Everyone is doing their job and doing it well. The CDC will come out with social distancing regulations and we will need to train the staff, parents and children accordingly. There will be no social gatherings, which is a big part of our school. There will no longer be Curriculum Nights or PTA meetings in person, etc. All of these events will be virtual for a long time. Parents will not be allowed into the building. It will be a very different environment for a while.

The strategies for reopening in the fall of 2020 are as follows:

- Normal opening
- Continuing with remote learning
- Opening Hybrid; possible staggering of school sessions. 3 days/2 days (rotate)

Mrs. Tettonis added that the staff is working closely with the students ensuring that they have the resources that they need to participate in remote learning. She noted that what they do not all have is private space to study independently. Or, she added they might need to go on a food line, or students may be experiencing trauma, depression and/or parents having lost their jobs, even COVID related deaths. Seven grandparents and one parent have passed away from our HCCS families from COVID related deaths. The staff and administration are trying to be supportive to the families and are providing counseling as needed.

Mrs. Tettonis informed the Board that for the school year 2019-2020 state exams have been waived and attendance has been waived. ITBS is no longer administered to the students. Mrs. Tettonis reported that we will use NWEA fall and winter assessments. We are also administering Fountas and Pinnell and Fox in the Box. Our teachers will be administering these remotely.

Mrs. Tettonis congratulated Mrs. Petrakos and her team, Christina Portelos, Dawn Demenagas and Maria Krisilas for all their hard work with remote registration and operations. Additionally, she expressed how proud she is of principal Cathy Kakleas, the instructional team and entire faculty for their hard work.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mr. Newman. Mrs. Lekas seconded the motion. The meeting was adjourned at 10:00 a.m.

The next Board meeting will be held via Zoom Conferencing at 9:30 a.m. on May 21, 2020.

*Harvey Newman*

Harvey Newman, Secretary



**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON July 3, 2019 AT 9:30 a.m.  
AT  
646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Cathy Kakleas	Principal HCCS-SI
Natasha Caban	Principal HCCS-PS
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Business Administrative Assistant

**VIA SKYPE CONFERENCE**

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member

**ABSENT**

Dr. Liana Theodoratou	Member/Excused
Dean Angelakos	Member/Excused
Nik Mathews	Member/Excused

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were five Board members present at the Board meeting as such having quorum.

There being no action items Mr. Capetanakis opened the meeting to discussion for HCCS-SI.

Mr. Capetanakis reported that he and Mr. Leonardos had a meeting with the Holy Trinity (HT) Executive Board to discuss the rent negotiations and the HCCS-SI enrollment. Holy Trinity's executive board acknowledged and agreed that HCCS-SI's efforts to recruit students was delayed due to the late approval of the school by their general assembly. Mr. Capetanakis informed HT that HCCS-SI will open September, 2019. The biggest concern of the executive board at HT is that they promised their community and received a vote from their community based on a letter of intent with certain revenue for three years. Mr. Capetanakis continued to report that they are open to negotiations, they understand the rental formula and they understand the rental

**HCCS Board of Directors  
Meeting Minutes**

**July 3, 2019**

reimbursement. They also understand that due to the delay HCCS-SI may not reach their 150 student enrollment for September 2019. HT said they are willing to work with us and requested to receive the lower rent amount in the initial years as long as we make it up on the back end. The HT executive board stated that they want to establish a permanent relationship at this location. Mr. Capetanakis added that HT's attorney, Mr. Sfougatakis, told him that everyone from the executive Board left the meeting feeling positive about this new partnership. Mr. Capetanakis reported that the meeting ended on a good note.

Mr. Newman asked what flexibility does the HT Board have in terms of the lease and what concessions are they willing to give. In addition, for budgetary purposes, are they saying that we could lower that to any degree that we are comfortable? And are they further saying that going beyond year one, year two and beyond to make up that concession.

Mr. Capetanakis responded to Mr. Newman that we will come up with a formula for year one according to the students we enroll. That will determine the rent we will pay. We are talking about a difference in the amount of \$230,000.00. This will be made up in the final two years.

Mr. Newman reported that a line by line analysis be done on the budget. To figure out how we are going to save \$300,000 - \$400,000. The rent concession is terrific, but it is not enough to create a balanced budget.

Mrs. Lekas asked if we do not occupy the second floor will we save any operation costs. Mr. Leonardos answered yes.

Mrs. Tettonis is confident that recruitment will increase. She has strategy planned out with the executive team to work on over the summer. She continued to report to the board that the Staten Island Library has ongoing events for 4, 5 and 6 year olds. Mrs. Kakleas has met with the librarian and they are going to give us a table throughout all the events with information about HCCS-SI. The library is very excited that we are opening. In addition, she is trying to get in contact with the Staten Island Children's Museum, The Staten Island Zoo and the local summer camps. There are at least three more Open Houses scheduled for July 10<sup>th</sup> (morning and afternoon session) and July 17<sup>th</sup>. There is a scheduled meeting with Father Nick from Holy Trinity on July 10<sup>th</sup>, 2019 with Mrs. Tettonis and Mrs. Petrakos.

Mr. Newman asked if we have 75 students how many classes will we have. Mrs. Tettonis answered that we will have four (4) classrooms.

Mr. Capetanakis agreed that we should review the budget carefully line by line. The reality of the situation is that a budget cannot be adopted today.



**HCCS Board of Directors  
Meeting Minutes**

**July 3, 2019**

Mr. Leonardos pointed out that that there is a \$75,000.00 buildup cost.

Mrs. Portelos reported that the rental reimbursement is thirty percent (30%) per pupil, totaling \$363,000.00.

Mrs. Petrakos pointed out that various versions of the budget are being worked on since our enrollment is ongoing. We have three proposed budgets with 75/100/125 students. She recommended to the Board that we should currently work with the budget for 75 students. However, it is an ongoing process since our registration has not reached its full capacity.

Mrs. Tettonis reported that she spoke to Mr. Frank regarding our Staten Island enrollment. He assured Mrs Tettonis that our recruitment efforts and student numbers were positive compared to several other new schools.

Mr. Newman stated that we have fiduciary responsibility to balance our budget.

Mrs. Svokos asked if HCCS-SI can enter into a bridge loan if necessary? Mrs. Petrakos answered that we can ask. Mrs. Svokos also asked if we can postpone the opening.

Mrs. Tettonis answered that we will open in September 2019. She continued to say that we have hired staff that are committed to our mission and we have spent an enormous amount of time training and preparing for a September opening.

Mr. Newman asked if he could see three different scenarios with a projected student enrollment of 60/75/100. Mrs. Svokos agrees and would also like to see something like this.

For the purposes of the Board, Mrs. Petrakos and Ms. Portelos will present three different budgets showing anticipated increased enrollments at the next financial committee meeting.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mr. Newman. Mr. Leonardos seconded the motion. The meeting was adjourned at 10:30 a.m.

*Harvey Newman*

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Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON August 12, 2019 AT 10:00 a.m.  
AT  
646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations

**VIA SKYPE CONFERENCE**

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Dean Angelakos	Member

**ABSENT**

Stacy Kokkoros	Business Administrative Assistant
Dena Capetanakis	Director of Family Engagement
Dr. Liana Theodoratou	Member/Excused
Grazia Svokos	Member/Excused
Nik Mathews	Member/Excused

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were five Board members present, as such having quorum.

The first item on the agenda is the approval of the minutes from the June 27<sup>th</sup>, 2019 and July 3<sup>rd</sup>, 2019 meetings: On a motion made by Mr. Newman and seconded by Mr. Leonardos, the minutes were unanimously approved.

Mrs. Petrakos called the roll for the Hellenic Classical Charter School – Staten Island.

Mrs. Tettonis reported that there was a recent open house in Staten Island. She is confident that we will recruit more students before the school opens in September. Mrs. Petrakos agreed that we will have more registrations before we open. The feedback has been very positive and consistent. She continued to report that we are advertising on social media, with flyers, and in local newspapers.

**Board Resolution**

The Board voted on a resolution to change the number of student enrollment for HCCS-SI to 75 students for year one. Mr. Capetanakis made a motion. Mr. Leonardos seconded the motion. A unanimous vote from all five members present was made to change the student enrollment for year one to 75 students.

**Approval of FY20 Budget**


Mrs. Petrakos reported that on July 16, 2019, she had a meeting with Mr. Newman, Mr. Leonardos, Mrs. Portelos and Mrs. Tettonis to review next year's budget. Various budgets were prepared to reflect different enrollment expectations. Mrs. Petrakos recommended, and upon the Board's review, that we adopt the budget that reflects a 75 student enrollment as that is closest to the current registered student count.

Mr. Capetanakis made a motion to approve the 2019-2020 Staten Island budget. There being a unanimous vote, the budget was approved.

Mrs. Tettonis stated that she is very grateful to everyone to for all their hard work this summer, especially Mrs. Petrakos. She also noted that we currently have an issue with Food Services, as they do not want to grant us cafeteria personnel. School Food Services recommended that we have a licensed employee on staff to handle and serve the meals to the students. Mrs. Petrakos stated that School Foods told her that due to the fact that enrollment is small, and the facilities are shared with the Church, that they will not assign us the personnel to serve the students.

Mrs. Petrakos reported that she made a few changes to the construction layout. She added that the server room and nurses office to the first floor. Building construction/renovations are ongoing.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Newman seconded the motion. The meeting was adjourned at 10:30 a.m.

  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER SCHOOL – STATEN ISLAND  
SCHOOL BOARD MEETING**

**Held on September 24, 2019 AT 10:00 a.m.**

**AT**

**646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis  
Natasha Caban  
Christina Portelos  
Stacy Kokkoros  
Mrs. Montalvo

Superintendent  
Principal HCCS-PS  
Director of Finance & Operations  
Business Administrative Assistant  
Parent of 1<sup>st</sup> & 3<sup>rd</sup> grade students - HCCS-PS

**VIA SKYPE CONFERENCE**

Charles Capetanakis  
Harvey Newman  
Nikolaos Leonardos  
Effie Lekas  
Grazia Svokos  
Joy Petrakos  
Cathy Kakleas  
Dena Capetanakis

Chairman  
Secretary  
Treasurer  
Member  
Member  
Chief of Operations  
Principal HCCS-SI  
Director of Community and Engagement

**ABSENT**

Dr. Liana Theodoratou  
Dean Angelakos  
Nik Mathews  
Anastasia Etimos

Member/Excused  
Member/Excused  
Member/Excused  
Guidance Counselor

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were five Board members present, as such having quorum.

The first item on the agenda was the approval of the minutes from the August 12, 2019 meeting. On a motion made by Mr. Leonardos and seconded by Mrs. Svokos, the minutes were unanimously approved.

**Principal's Report**

Mrs. Kakleas reported that the first day of school went very smoothly. All aspects from parents dropping off their children on a busy intersection, to our amazing new staff being welcoming and working diligently and everyone helping out wherever needed and just being warm and very happy. The Board congratulated Mrs. Kakleas on doing a good job with the opening. Mrs. Kakleas continued by thanking Stacy Kokkoros and Joyce Liappas for all of their help with the opening of HCCS-SI.

She stated that they have been amazing, and she appreciates everything that they have done.

### **Superintendent's Report**

Mrs. Tettonis started by saying how proud she is of Mrs. Cathy Kakleas, the principal of HCCS-SI and the tremendous amount of work that she put into the opening, with a new community. She also gave praise to the Chief of Operations, Joy Petrakos. She acknowledged what a tremendous job she had to perform this summer. It wasn't easy renovating an entire school and completing all the compliance requirements in such a short time. But with all the hard work, she stated, we did receive the ok to open the new school by the NYSED. They came to the school on August 30<sup>th</sup> and went through their check list. They reviewed everything including lunch, transportation, staffing, the AED machine, etc. She gave a lot of credit to Mrs. Petrakos for all of her hard work.

Mrs. Tettonis continued to report that she attended the Charter School Growth Fund Conference in Chicago. She stated that it was very exciting to meet the other nineteen recipients at the conference. She also noted that we were one of twenty schools to receive the SEED grant and the only New York State school recipient. The SEED grant application process was a very rigorous one that started with the application made by Mrs. Tettonis and Mrs. Petrakos. The process which took about a year and a half included a series of interviews. She reiterated how fortunate we are to have been selected as recipients of this grant. We are scheduled to receive our first installment of \$200k by the end of September. The funds will be used toward HCCS-SI.

Mrs. Tettonis also noted that we have scheduled open houses continuously, starting October 22<sup>nd</sup> in Staten Island.

### **Chief of Operations Report**

Mrs. Petrakos reported that SEED grant is for the leadership part of the school start up. It stands for Supportive Effective Educator Development.

Mrs. Petrakos reported that there is a group of educators from Canada coming to HCCS-PS to visit this week. They will introduce a Greek software designed for beginner learners called Rebooting. Rebooting is a project about learning the Greek language which is funded by the Stavros Niarchos Foundation through a grant and is the culmination of 2 years development and close to 20 years of experience in digital learning design for Greek Language teaching and learning at Hellenic Studies, Simon Fraser University. They would like to include us in their SNF grant and pilot it in our school. They are also currently piloting at two other Charter Greek Schools (Odyssey and Socrates Academy) along with a few dozen community schools in Canada and the United States.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Leonardos seconded the motion. The meeting was adjourned at 10:10 a.m.

The next Board meeting will be held at HCCS-PS at 9:30am on October 24, 2019.

Harvey Newman

Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON OCTOBER 24, 2019 AT 10:00 a.m.  
AT  
646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Natasha Caban	Principal HCCS-PS
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Business Administrative Assistant

**VIA SKYPE CONFERENCE**

Charles Capetanakis	Chairman
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Joy Petrakos	Chief of Operations
Cathy Kakleas	Principal HCCS-SI

**ABSENT**

Harvey Newman	Secretary
Dr. Liana Theodoratou	Member/Excused
Dean Angelakos	Member/Excused
Nik Mathews	Member/Excused
Dena Capetanakis	Director of Community & Engagement
Anastasia Etimos	Guidance Counselor

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were four Board members present at the Board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on September 24, 2019. On a motion made by Mr. Leonardos and seconded by Mrs. Svokos, the minutes were unanimously approved.

**Superintendent's Report**

Mrs. Tettonis reported that HCCS-SI had their first open house on a Tuesday, October 22<sup>nd</sup>, at 9:00 a.m. She was pleased to note that they had ten families in attendance and they received six applications for the 2020-2021 Kindergarten class. Mr. Leonardos inquired whether the applications are from all over Staten Island or just from residents in the neighborhood of the school. Mrs. Tettonis indicated that the applications are from all neighborhoods of Staten Island. Mr. Capetanakis asked

how many students are presently registered in HCCS-SI. Mrs. Tettonis answered that there are 72 students enrolled.

Mrs. Tettonis stated that it was an honor to have David Frank, Regent Cea and Assemblymen Michael Cusik visit and tour HCCS-SI last week.

Mrs. Tettonis recommended that we file a UPK application for HCCS-SI. She asked the Board for approval to submit the application for the upcoming school year. She reported that UPK has been tremendously successful in HCCS-PS and she feels that it would be beneficial to HCCS-SI. The UPK application must be submitted by December 17, 2019. Mr. Leonardos asked if we have the space in Staten Island to house a UPK. Mrs. Tettonis answered that we can figure out the space.

Mr. Leonardos made a motion to apply for a UPK class at HCCS-SI for the 2020-2021 school year and to potentially expand to more classes thereafter. Mrs. Svokos seconded the motion. The motion was approved.

Mrs. Tettonis also congratulated HCCS-SI for receiving two grants: \$325k from the Walton Foundation and the first installment of a 3 year, \$600k grant, from the Charter School Growth Fund, in the amount of \$200k.

#### **Chief of Operations Report**

Mr. Capetanakis asked how operations are going in Staten Island. Mrs. Petrakos responded that there were twelve families that wanted different bus stops than were being offered. She continued to report that they advocated for them and requested the new bus stops for them with OPT (Office of Pupil Transportation) but could not get these stops approved because these stops were not within the 5 mile radius. Mrs. Petrakos stated that the families were understanding. She continued by adding that as the school expands and will have more students OPT will additional stops.

Mrs. Petrakos continued by reminding the Board that on November 15<sup>th</sup> the general assembly of the church will be voting on whether or not they approve the school to expand on their property by erecting a building in the church parking lot. Mr. Leonardos wanted to know what feedback we have been getting from the Holy Trinity parish. He further inquired whether we need to campaign before the general assembly meeting. He stated that Hellenic will not go back for a re-vote this time. Mrs. Tettonis answered that we have been receiving positive feedback. Mr. Capetanakis added that we should have a plan B in the event the church parish doesn't approve the school expansion project. He noted that there is a new listing by the Staten Ferry Terminal that he would like for us to look into.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Ms. Lekas. Mr. Leonardos seconded the motion. The meeting was adjourned at 10:20 a.m.

The next Board meeting will be held at HCCS-PS at 9:30 a.m. on November 21, 2019.

Harvey Newman JP  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON November 26, 2019 AT 9:00 a.m.  
AT  
646 5<sup>th</sup> AVENUE, BROOKLYN, NEW YORK 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis  
Joy Petrakos  
Christina Portelos  
Stacy Kokkoros

Superintendent  
Chief of Operations  
Director of Finance & Operations  
Business Administrative Assistant

**VIA ZOOM CONFERENCE**

Charles Capetanakis  
Cathy Kakleas  
Nikolaos Leonardos  
Effie Lekas  
Grazia Svokos

Chairman  
Principal HCCS-SI  
Treasurer  
Member  
Member

**ABSENT**

Natasha Caban  
Anastasia Etimos  
Harvey Newman  
Dena Capetanakis  
Dean Angelakos  
Nik Mathews  
Dr. Liana Theodoratou

Principal HCCS-PS  
Guidance Counselor  
Secretary  
Director of Community & Engagement  
Member  
Member  
Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were four Board members present at the Board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on October 24, 2019. On a motion made by Mr. Leonardos and seconded by Mrs. Svokos, the minutes were unanimously approved.

**Superintendent's Report**

Mrs. Tettonis announced that on November 15<sup>th</sup> the Holy Trinity General Assembly voted to approve to extend our lease to a forty-five year lease and approved our plan to erect a new building on their property.

Mrs. Tettonis asked that we prepare an announcement informing the families of HCCS-SI that we were granted a forty-five year lease from the Holy Trinity Community and this will now be our permanent home.

Mr. Capetanakis added that he will be meeting with the architect Jennifer Gerakaris, Nick Leonardos and the attorney from Holy Trinity, Andrew Koutsoudakis, for the lease finalization.



Mrs. Tettonis noted that she and Mrs. Petrakos were interviewed by the Calder Foundation for a prospective grant for the Staten Island school. They are waiting for their feedback.

### **Chief of Operations Report**

Mrs. Petrakos reported that the Charter School Growth Fund shared some opportunities with HCCS. One of them being the Board Track System. She explained that the Board Track System assess and guides the Board. It helps keep the Board on track. It would entail the Board to take an initial thirty minute assessment individually. Ultimately this is a tool to help guide and support the Board. Mrs. Tettonis and Mrs. Petrakos will forward more information to the Board. The first year is free and the second year will cost approximately \$5000.

Another opportunity that is being offered is called the Jumpstart Program. This is a fundraiser support system that is operated by Network for Good. Mrs. Tettonis explained that the Jumpstart Program will be beneficial to both schools. There will be a coach provided for one year just to plan for fundraising. Then it will generate automatic reminders, thank you letters and public relations announcements. This will help the schools with anything that needed to do in order to get into a professional system for fundraising.

Mrs. Tettonis continued to state that this is free and available to us. This is nationally recognized organization that will provide professional coaching, fundraising opportunity for us that we normally would not have. This is recommended by the Walton Foundation for being a reputable coaching experience for us. This will give us guidance to do things properly especially as we grow.

Ms. Lekas suggested that Mrs. Svokos chair a fundraising committee. Mrs. Svokos agreed. Ms. Lekas also suggested that we reach out to a couple of parents to join the committee.

Mr. Leonardos reported to the Board that starting January 1, 2020 all elevators must comply with the new requirements. There will be fines issued for non compliance. Mrs. Portelos will follow up with the church to determine whether the elevator in the building is in compliance with this new regulation.

Mr. Capetanakis moves to go into executive session. Mr. Leonardos seconds the motion.

Executive session at 9:55

There are no votes taken.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mr. Leonardos. Ms. Lekas seconded the motion. The meeting was adjourned at 10:20 a.m.

The next Board meeting will be held at HCCS-PS at 9:30 a.m. December 16, 2019.

Harvey Newman  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – STATEN ISLAND  
SCHOOL BOARD MEETING  
HELD ON DECEMBER 16, 2019 AT 9:00 a.m.  
AT  
646 5<sup>TH</sup> AVENUE, BROOKLYN, NEW YORK, 11215**

**MEMBERS AND STAFF**

**PRESENT**

Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Charles Capetanakis	Chairman
Nikolaos Leonardos	Treasurer
Natasha Caban	Principal HCCS-PS
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Business Administrative Assistant

**VIA SKYPE CONFERENCE**

Harvey Newman	Secretary
Effie Lekas	Member
Cathy Kakleas	Principal HCCS-SI

**ABSENT**

Grazia Svokos	Member
Dr. Liana Theodoratou	Member
Dean Angelakos	Member
Nik Mathews	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were four board members present at the board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on November 26, 2019. On a motion made by Mr. Newman and seconded by Mr. Leonardos, the minutes were unanimously approved.

**Superintendent's Report**

Mrs. Tettonis reported that HCCS-SI had a site visit from the Charter School Growth Fund.

Mrs. Tettonis congratulated both HCCS principals Natasha Caban and Cathy Kakleas on the great job that they are doing. She expressed how proud she is of each of them because they are really doing an amazing job. Mr. Capetanakis added that he did not foresee any issues with the opening of either school and he congratulated both ladies. Mrs. Tettonis continued by stating that she, Mrs. Petrakos

and Mrs. Capetanakis are traveling between both schools but are in sync with each other and it has been amazing how well they all work together.

Mrs. Tettonis reported that the Holiday Show will be on Thursday, December 19, 2019.

Mr. Capetanakis asked what our current recruitment results are for HCCS-SI 2020-2021. He asked if we are advertising and where. Mrs. Tettonis reported that they have had two open houses and they have received 22 kindergarten applications as of last week. Mrs. Kakleas continued to report that they have two new transfers for the current school year. Mrs. Petrakos stated that the whole team is working hard to recruit students. She stated that we are continuing to advertise in the Staten Island Advance, the Staten Island Parent, there is a new banner up on the Richmond Avenue side building and the new permanent sign with the school name will also be going up soon. Mrs. Capetanakis has plans to go to the Staten Island Mall, Pre-k centers and nursery schools in the area. In addition our newly elected PTA is now involved and will help Dena with the outreach and our social media pages continue to spread the word.

#### **Chief of Operation's Report**

Mrs. Petrakos reported that HCCS-SI formed their first PTA. Mrs. Capetanakis did a great job streamlining all the required steps in order to establish our new PTA. The PTA had their first Book Fair and their first Holiday Boutique sale. They are also promoting the school's navy blue hoodies. Students, teachers and parents are wearing them and showing their school spirit.

Mrs. Petrakos stated that when we have our lottery in April it will be generated electronically as required by the NYSED. We will also be required to ask parents for proof of residency when registering their child(ren).

Mrs. Petrakos reported that when we merge both schools to NYSED, the rental reimbursement for HCCS-SI will not change. It was confirmed with our contacts at DOE.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn and go into executive session. The motion to adjourn was made by Mrs. Lekas. Mr. Newman seconded the motion. The meeting was adjourned at 9:50 a.m.

The next Board meeting will be held at HCCS-PS at 9:30 a.m. on January 23, 2020.

*Harvey Newman*  
Harvey Newman, Secretary

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER SCHOOL – STATEN ISLAND  
1641 RICHMOND AVENUE, STATEN ISLAND, NEW YORK 10314**

**SCHOOL BOARD MEETING  
HELD ON JUNE 24, 2020 AT 9:30 a.m.**

**Members and Staff – via Zoom Conferencing**

**PRESENT**

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Grazia Svokos	Member
Dr. Liana Theodoratou	Member
Bianca Rajpersaud	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Anastasia Etimos	Guidance Counselor
Christina Portelos	Director of Finance & Operations
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Business Administrative Assistant

**ABSENT**

Dean Angelakos	Member
Nik Mathews	Member

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were seven Board members present at the Board meeting as such having quorum.

The first item on the agenda is the approval of the minutes of the meeting on May 21, 2020. On a motion made by Mr. Newman and seconded by Mrs. Svokos, the minutes were unanimously approved.

Mr. Capetanakis requested to amend the minutes to reflect that the Board discussed the needs of the PPP loan in order to be able to sustain our current payroll, normal operating activities and in an effort to not lay off any employees in the near future. The uncertain climate we are in poses a threat to school funding and without the PPP loan the school may have to lay off several employees.

Mr. Leonardos motions to amend the minutes and Mr. Capetanakis seconds the motion. All in favor of the adoption of the minutes as revised.

## **SUPERINTENDENT'S REPORT**

Mr. Capetanakis motioned to adopt the Superintendent, Principal and Chief of Operation's reports. They have all been reviewed and have been accepted as part of the record.

Mrs. Tettonis reported that we are aggressively recruiting students at HCCS-SI. She stated that they are doing the best they can to recruit special needs and ELL students. At this point, all applicants are being accepted but will continue to recruit aggressively. When the time comes for the school to have a wait list they will of course honor the charter preferences and take special needs and ELL students first.

Mr. Leonardos wanted clarification on the number of students registered in HCCS-SI. Mrs. Tettonis answered that the total number of registered students at HCCS-SI is 141, not including UPK.

Mr. Newman asked in reference to the special needs students if they are less than 60%. Mrs. Petrakos answered that they are but they still need to be accessed by the Special Education Department and have IEP meetings to confirm the information given to us by the parents at registration.

Mr. Newman understands that we have been aggressive in our outreach and we have accepted every student that has applied to HCCS-SI. He asked that we also need to be very specific of how we reach out to sub populations and document this information. Mr. Newman continued to inquire if we have any sense of what the demographics are from the HCCS-SI population. Mrs. Petrakos answered that after analyzing the applications she sees that we have a diverse population and it is reflective of the community. He continued to ask if we have any sense of the poverty level. Mrs. Petrakos answered that once school starts we will have that information through the school lunch form submissions. She believes that our numbers will go up. Applications keep coming in. Word of mouth is our biggest seller.

Mrs. Tettonis announced to the Board that this summer in HCCS-SI we are offering academic intervention services for all of our students that did not achieve benchmark. This is the first time we are doing this because of the fact that we want to make sure that we do not have huge gaps in September. Remote learning is not easy and she applauds the staff who made it look easy.

Mrs. Tettonis believes that re-opening is going to be a challenge but we are going to reimagine it. A survey is being sent out to the parents asking for their feedback on re-entry in the fall. It is very important to get the results from the parents and the surveys. It has been a rough time but Mrs. Tettonis is very proud of the team. The team has been working non-stop on different scenarios for re-opening.

Mrs. Tettonis continued to report that Mrs. Petrakos and her team have not stopped ordering supplies and taking safety measures to ensure the reopening goes as smooth as possible. Once we have directive from the Governor of New York and the City of New York and of course it all gets regulated by the State Department, and the consent of the Board on anything that is

decided. If we go hybrid, she explained, it will be one week on, one week off, or two days in school and three remote, there are many different scenarios. The hope is to have a fifty percent population in at the same time. That would be the best scenario.

Mr. Leonardos questioned, even at fifty percent capacity, how that would work in the common areas. Mrs. Tettonis described that arrivals and dismissal would be staggered. There would also be a temperature checks before entering the building. There are a lot of challenges that are being worked on.

Mrs. Tettonis informed the Board that she is on constant webinars with the Charter Growth Fund and they have very supportive and informative. Every school and situation is very unique and different.

Mrs. Tettonis explained to the Board that although we are governed by the SED we need the DOE for food services, bus transportation, etc. In addition special needs providers are contracted through the DOE. We need the approval of the city and the state in order to open.

Mr. Capetanakis noted that the online attendance numbers are really impressive.

Mr. Capetanakis asked the team what the ELL and SPED numbers are in HCCS-SI. Mrs. Petrakos answered that that we are in range with the SPED students but not the ELL students. She continued to report that every week she and Mrs. Tettonis meet with SED and they report our numbers to them every week.

Mrs. Tettonis reported that we received another \$30,000.00 grant from the Charter Growth Fund for safety supplies and Mrs. Tettonis thanked Mrs. Petrakos and Mrs. Portelos for all their hard work in submitting the grant. She again thanked the Charter Growth Fund for their extreme generosity.

Mrs. Tettonis reported that the school put out a statement concerning the unjust death of George Floyd. In addition to that we had a “day of hope” with our students and we had PD with the faculty. She thanked the guidance counselors for being tremendous during all of this.

### **CHIEF OF OPERATION’S REPORT**

There was a discussion regarding the PPP loan and filing for forgiveness. Mrs. Portelos explained that every payroll is analyzed to determine how much to transfer from the PPP fund to the operating accounts from both schools. Deducting wages that are allocated to other grants and deducting salaries over \$100k. She explained that they are keeping track of how much is being spent from the grant so that they can use the analysis when requesting for forgiveness.

Mrs. Lekas noted that the PPP has been extended to 24 weeks.

Mr. Capetanakis asked if there is any indication of when we can apply for forgiveness of the loan. Mrs. Portelos answered that she estimates that the funds will be fully expensed by the end of July, 2020.

Mrs. Petrakos reported that we have spent a lot of money on advertising. At the same time when families are asked how did they hear of the school they answer through word of mouth. She continued to report that we are taking down the sign from the Staten Island Mall that we purchased before the quarantine to display in front of our Staten Island location. Mrs. Petrakos stated that the pandemic has put us in a harder place and cannot physical do the outreach like we usually would. The school is also using eblast to advertise. Mrs. Petrakos continued by congratulating the office staff and all their hard word. For their first year in operations, they have been so efficient and very strong.

Mrs. Petrakos continued to report that evidence shows that people are becoming more and more interested in charter schools. Parents are worried about what school will look like in September and what charter schools are putting in place as far as safety and procedures are concerned. Mr. Leonardos completely agreed with Mrs. Petrakos. It is his understanding that charter school students had a higher participation rate during the virtual learning period.

Mr. Capetanakis reported finalizing the long term lease with the Staten Island community. This is an amendment of the existing lease which will include additional space in the parking lot. The theory is to take the lease and leverage it to finance the construction. From a construction standpoint we are in good shape. As far as financing we are applying through a city development corp for tax exempt funds and we are going to do it based on the Staten Island project alone.

At 10:21 a.m. Mr. Capetanakis asked to go into executive session. Mr. Newman made the motion to go into executive session and Mrs. Svokos second the motion. The Board went into executive session.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Newman seconded the motion. The meeting was adjourned at 10:20 a.m.

The next Board meeting will be held via zoom conferencing at 9:30 a.m. on July 29, 2020.

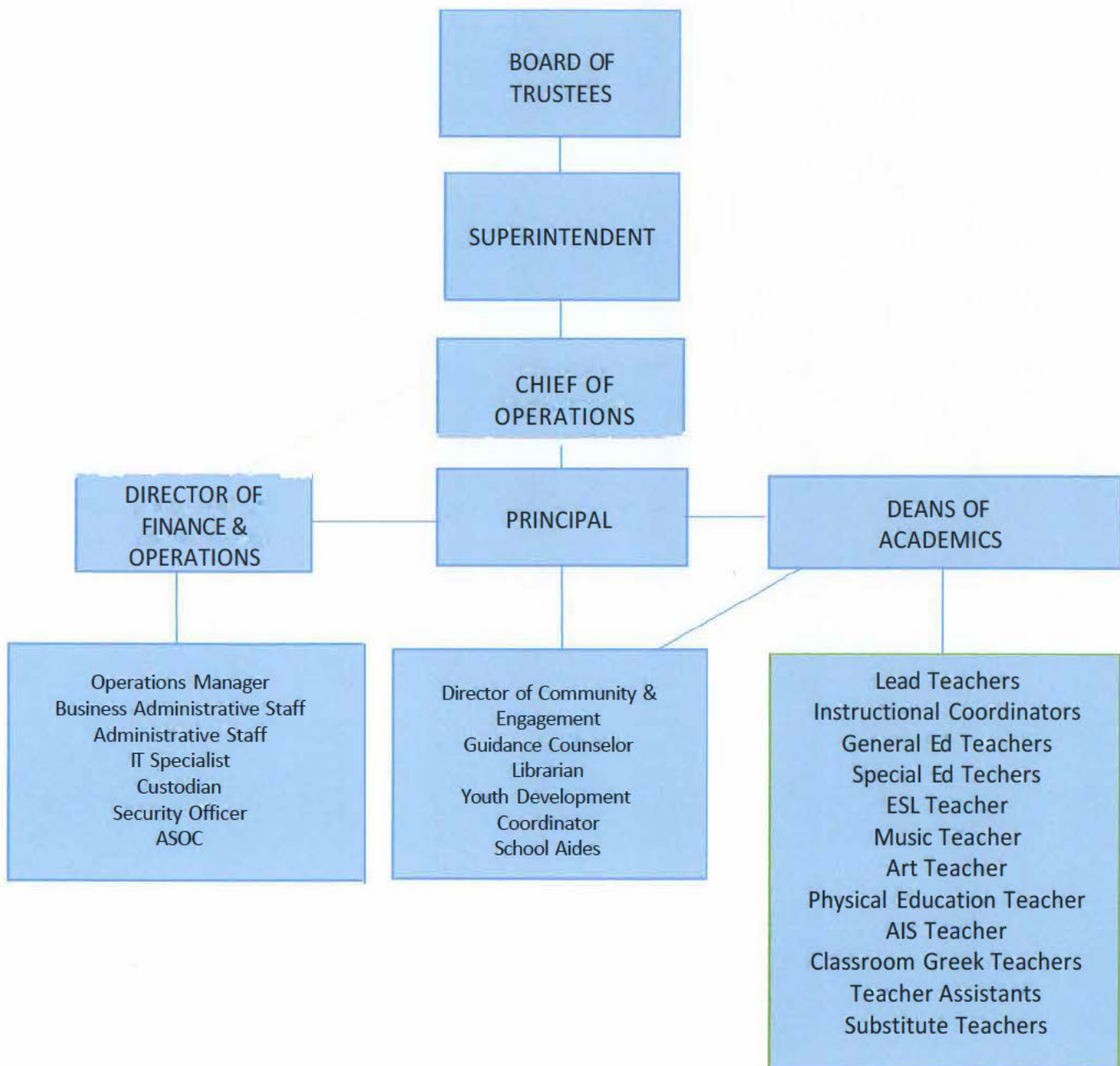
Harvey Newman

Harvey Newman, Secretary



**Hellenic Classical Charter School (HCCS)**  
**Park Slope (PS), est. 2005**  
**Staten Island (SI), est. 2019**

**Organizational Chart**







# HELLENIC CLASSICAL CHARTER SCHOOL

KNOWLEDGE | WISDOM | TRUTH

## HCCS-Staten Island - School Calendar - 2020-2021

### 2020

Monday, August 31	All Staff returns - 8:30 am
Monday, September 7	School Closed for Labor Day
Tuesday, September 8	Kindergarten Orientation- 9:30 am Pre-Kindergarten Orientation -12:00 pm
Thursday, September 10	First Day of School - all students Pre-Kindergarten Dismissal -10:30 am Kindergarten Dismissal - 11:30 am
Friday, September 11	Second Day of School - all students Pre-Kindergarten Dismissal -11:30 am Kindergarten Dismissal - 12:00 pm
Monday, September 28	School Closed for Yom Kippur
Monday, October 12	School Closed for Columbus Day
Tuesday, November 3	Half-Day of School for students
Wednesday, November 11	School Closed for Veterans Day
Thursday, November 26 & Friday, November 27	School Closed for Thanksgiving
Wednesday, December 23	Half-Day of School for students
Thursday, December 24 - Friday, January 1	School Closed for Winter Recess

### 2021

Monday, January 4	Students return to school
Monday, January 18	School Closed for Dr. M. Luther King, Jr. Day
Friday, February 12	School Closed for Chinese New Year
Monday, February 15 - Friday, February 19	School Closed for Midwinter Recess
Monday, March 29 - Friday, April 2	School Closed for Spring Recess
Monday, May 13	School Closed for EID
Monday, May 31	School Closed for Memorial Day
Thursday, June 3	Half-Day of School for students
Friday, June 25	Last day of school for all students

Christina Tettonis  
Superintendent of Schools

Joy Petrakos  
Chief of Operations

Cathy Kakleas  
Principal, HCCS-SI



# HELLENIC CLASSICAL CHARTER SCHOOL

KNOWLEDGE | WISDOM | TRUTH

## HCCS-Staten Island - School Calendar – 2020-2021(TENTATIVE)

### 2020

Monday, September 7	School Closed for Labor Day
Tuesday, September 8	Kindergarten Orientation- 9:30 am Pre-Kindergarten Orientation –12:00 pm
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Christina Tettonis  
*Superintendent of Schools*

Joy Petrakos  
*Chief of Operations*

Cathy Kakleas  
*Principal, HCCS-SI*

**1 Teleport Drive Suite 202  
Staten Island NY 10311  
Tel: (718) 494-6798 Fax: (718) 494-8509**

Inspection Date: 7-28-2020 Account #: 721130  
Location Name: Holy Trinity Contact Name: Bernice  
Address: 1641 RICHMOND AVE S.I., NY  
Phone Number: 718-494-0658

### Control Equipment

## Panel Function

YES N/A NO

- All Alarms Received?
- All circuits supervised?
- Ground fault Indication tested successfully?
- Power supply tested successfully?
- Fuses-Rating verified?
- Interfaced equipment connections tested successfully?
- All lamps and LEDS operational?
- Secondary power supply tested successfully?
- Zone labeling is correct?
- Annunciator panel is operational?

A 10x10 grid with a shaded 2x2 block in the top-left corner and an 'X' in the bottom-right corner.

**Audible**

- 11) Horns            ✓ Tested Successfully?  
12) Chimes            Tested Successfully?  
13) Speakers            Was Voice Clear?  
14) Other            Tested Successfully  
15) Is sound level at least 15 db above ambient noise level?

### Visible

- 16) Strobes \_\_\_\_\_ Tested Successfully?  
17) Lights \_\_\_\_\_ Tested Successfully?  
18) Other \_\_\_\_\_ Tested Successfully?  
19) 100% of signaling devices tested?

YES N/A NO

YES N/A NO

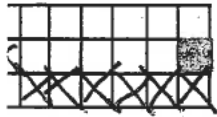
YES N/A NO

- i) # Manual stations 31 Tested Successfully?
- i) # Flow switches 1 Tested Successfully?
- i) # Smoke detectors \_\_\_\_\_ Tested Successfully?
- i) All smoke detectors cleaned using an approved method?
- i) Sensitivity of smoke detectors Tested Successfully?  
(Every 2 Years: Last Test Date: SELF)
- i) # Duct smoke detectors 6 Tested Successfully?

X		
	✓	

\* TEST SWITCH  
FLOW BY SPRINKLER  
COMPANY

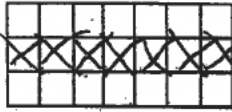
- 26) Duct smoke detectors - anemometer test results within manufacturer's specifications?
- 27) Duct smoke detectors successfully shut down AHUs on Alarm?
- 28) Duct smoke detectors tied into Fire alarm?
- 29) # Heat detectors 3 Tested Successfully?
- 30) Sprinkler tamper switches reported properly to panel?
- 31) Other: C.O. DETECTOR / SMOKE BEAM DET.
- 32) 100% of all initiating devices tested?



#### Auxiliary Functions/Interfaced Equipment

- 1) All smoke/fire dampers close completely on alarm?
- 2) All smoke/fire dampers tied into fire alarm?
- 3) All magnetic door holders release fire doors on alarm?
- 4) All door lock releases tested successfully?
- 5) All door releases tied into fire alarm?
- 6) Positive pressure fans tested successfully?
- 7) Smoke removal fans tested successfully?
- (Attach separate Smoke Management System Report.)
- 8) Hood extinguishing system tie-in tested successfully?
- 9) Elevator recall tested successfully?
- 10) Voice evacuation system tested successfully?
- 11) Clean gas system tested successfully?
- (Halon, FM200, etc... Attach Separate report)
- 12) Other \_\_\_\_\_

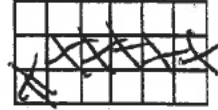
YES N/A NO



Batteries

Date on Batteries: NO DATE

YES N/A NO



- 1) Charger test successful?
- 2) Discharge test successful?
- 3) Load voltage test successful?
- 4) Open circuit voltage test successful?
- 5) Primary battery load voltage test successful?
- 6) Lead acid battery specific gravity test successful?

Central Station Monitoring

YES N/A NO



- 7) Is the system monitored by Central Station?
- 8) If so, were alarm/flow, tamper/supervisory, and trouble signals received by central station?

Statewide Fire Corp (718) 494-6798 (866) 494-6414

Central Station Name Phone Number

Comments:

New York City Fire Department  
Certificate of Fitness for Fire Alarm Systems S-98  
\* Inspection, Testing and Service Technician \*  
Statewide Fire Corp  
Glen A Olivieri - Certificate # 86559721

Technician Signature: [Signature]

Authorized Signature for Building Owner: [Signature]

Print Name: Bernice Farrell



# Certificate of Occupancy

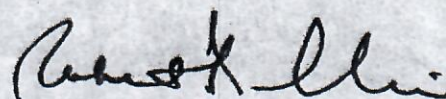
**CO Number: 500214261F**

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

<b>A.</b> Borough: Staten Island Address: 1841 RICHMOND AVENUE Building Identification Number (BIN): 5107219	Block Number: 01560 Lot Number(s): 15 Building Type: Altered	Certificate Type: Final Effective Date: 07/20/2012
<i>For zoning lot metes &amp; bounds, please see BISWeb.</i>		
<b>B.</b> Construction classification: 1-C (1968 Code) Building Occupancy Group classification: F-3 (1968 Code) Multiple Dwelling Law Classification: None		
No. of stories: 2      Height in feet: 30      No. of dwelling units: 0		
<b>C.</b> Fire Protection Equipment: Fire alarm system, Sprinkler system, Fire Suppression system		
<b>D.</b> Type and number of open spaces: Parking spaces (140), Parking (40000 square feet)		
<b>E.</b> This Certificate is issued with the following legal limitations None		
Borough Comments: None		



Borough Commissioner



Commissioner



# Certificate of Occupancy

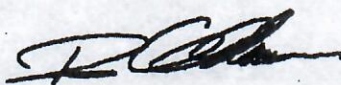
CO Number:

500214261F

## Permissible Use and Occupancy

All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL		OG	B-2 D-2		4	ACCESSORY STORAGE, UTILITY ROOM
OS P		OG			4	OFF STREET PARKING FOR 140 CARS
001	83	100	G D-2		4	CLASSROOMS, ACCESSORY MEETING ROOM, ACCESSORY OFFICES, ACCESSORY KITCHEN
001	400	OG	F-3		4	GYMNASIUM/ACCESSORY STORAGE
001	450	OG	F-4		4	ACCESSORY BANQUET ROOM USE IN GYMNASIUM AREA FOR CHURCH FUNCTIONS
002	175	100	G		4	CLASSROOMS
TWO STORY MASONRY CHURCH COMMUNITY CENTER BUILDING						
END OF SECTION						



Borough Commissioner



Commissioner