

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON JULY 7, 2023 AT 10:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Bianca Rajpersaud	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Dena Capetanakis	Director of Community & Engagement
Karen Peters	CSBM Senior Financial Manager
Stacy Kokkoros	Operations Manager

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 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 June 30, 2023. On a motion made by Mr. Newman and seconded by Ms. Rajpersaud, the minutes were unanimously approved.

Mr. Capetanakis started the meeting by thanking the Superintendent for her thorough report. He then continued by asking for a brief update on the construction in both schools. Mrs. Petrakos reported that in SI the building is almost complete. Audio equipment and the seats are being installed in the auditorium this month. Once that is done it will be finished. This morning, before our BOT meeting, I met with Mr. Leonardos and Mrs. Tettonis and I gave a tour of the updated work. It is looking great. We are now waiting for the letter of approval from the Fire Department to send it over to SED to schedule a walk through and complete this a checklist of items that they need from us in addition to the letter of approval from FDNY. We

hope we will have their consent to enter our building soon so that we can start preparing for the new school year.

Ms. Petrakos reported that in PS the last of the leasehold improvements will begin on Monday, July 10th. We are installing new floor tiles in the corridors of each floor of the old building including the Greek room on the first floor. The main office will have new furniture and we are fixing the sidewalk on 5th Ave, 18th Street and 19th Street. We are also seeking three proposals for the new school gate. New lockers for the middle school students were ordered. The same lockers as SI. They are beautiful with a pop of color.

Mrs. Kakleas reported that the trailers in SI are being removed today. They started dismantling last week and they finished today.

Mrs. Tettonis reported that in both schools we are hiring and training new teachers. She further informed the Board that they are working with the consultants to prepare two renewals and two annual reports. Summer school in full swing. She applauds both Principals. Summer boost is being utilized which is through the grant that they received. She also states that they will be sending the Board an updated academic school calendar for approval.

Mrs. Petrakos asked that the Board take a look at the corrected organizational chart with updates from the last school board meeting. Once the Board approves, Mrs. Petrakos would be submitting this organizational chart as a non material charter revision along with the renewal.

Mr. Moustakas asked about the teacher retention this year. Mrs. Tettonis said that in SI we are growing and need to hire additional teachers. A few teachers have resigned from PS. A few reasons for their resignations include moving back home or given other opportunities such as our ELA teacher who has a wonderful opportunity in Boston. Mr. Newman states this is just an organic process and there is no threat. Mrs. Kakleas reported that in SI they are hiring because they have three new classes in September to fill.

Mrs. Petrakos further reported that we are hiring two additional custodial staff. Two for SI and one for PS. For PS we are looking for a custodian/school aide individual. For SI we are looking for two additional custodians. This is all in the budget. Mr. Leonardos asked when hiring if we can look for someone with mechanical knowledge for both buildings. Mrs. Petrakos answered that a person with that type of knowledge will want a lot of money. Mr. Leonardos proposes that we hire one custodian with mechanical knowledge for both buildings. Mrs. Petrakos agrees to keep this mind for the future. At this time it is important to have someone to keep the buildings clean, manage deliveries and garbage and anything that is needed to maintain the buildings. Especially in SI. We have interviewed two individuals and will meet with me and Mrs. Kakleas today. In PS, no one is leaving from the custodial staff but we have recess and we need the man power. The challenges are tremendous. Security needs to keep our building safe but they need to be outside as well. In addition, our custodians need to clean the building and they need to help with the outside as well. Everyone is doubling up and before everything gets sloppy we will hire a custodian/school aide and the responsibilities would be to maintain the first floor clean and also serve as a school aide.

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 10:55 a.m.

The next Board meeting will be held via Zoom Conferencing on August 3, 2023 at 9:30 a.m.

Harvey Newman

Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON August 3, 2023 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Effie Lekas	Member
Grazia Svokos	Member
Bianca Rajpersaud	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Dena Capetanakis	Director of Community & Engagement
Karen Peters	CSBM Senior Financial Manager

ABSENT

Nikolaos Leonardos	Treasurer
Dr. Liana Theodoratou	Member
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.

Mrs. Petrakos began by introducing and welcoming Aki Davis from CSBM, the new senior Financial Manager. Karen Peters will be leaving CSBM.

Mr. Capetanakis asked Mrs. Petrakos to describe the three action items on the agenda. Mrs. Petrakos explained to the Board the importance of aligning our charter goals for both schools. The plan from the beginning from the last renewal into the replication was to create a new set of goals with our Staten Island school and then Park Slope would eventually follow. It is now time for Park Slope to hop onto the goals with Staten Island. Of course Staten Island in reverse will follow the middle school goals of Park Slope. We aligned the goals for both charter school renewals and they will have the same goals whether they are academic, organizational or financial. This is why we need to pass a resolution today. The academic, organization and financial goals will be the same in both schools. We have been following the new Staten Island goals for the past 4 years. A few academic changes were included in Mrs. Petrakos' attachments.

The second action item is a new HCCS policy, the Diversity, Equity, Inclusion and Filotimo policy. This policy is strongly recommended for our renewal. It is not required but strongly recommended by the NYSED that all schools have one. It will be submitted with the supplementary information and a few other documents such as letters of support and collaborative pieces that show Mrs. Tettonis(Superintendent) collaborates with other districts and schools. The DEIF Policy will be submitted in the Supplementary part of our Renewal. Mrs. Petrakos let the Board know that we added a twist to the standard DEI policy. We added the work FILOTIMO. Those of you who do not know what this word means, Filotimo is a Greek work that describes values and virtues such as honor, justice, dignity, pride, self-sacrifice, respect, gratitude and hospitality. Filotimo also describes an attitude without expecting anything in return, taking pride in doing what is right and honorable and being humble at the same time. Mrs. Lekas added that Mrs. Petrakos needed at least twenty English words to define this one Greek work. This is the Hellenic way.

Mrs. Petrakos continued, as required in Benchmark 6, we need to have Board evaluations. There are three written in our renewal. One is a self-evaluation, one is a Board performance evaluation and the third is an evaluation from the Chairman for each Board member. That evaluation will be a one-on-one meeting, not a written evaluation. Mrs. Petrakos attached the two written evaluations. If anyone would like to make any edits please let Mrs. Petrakos know.

Mr. Capetanakis motions to adopt two Board Resolutions. The HCCS PS & HCCS – SI Goal Alignment and the new HCCS Policy – Diversity, Equity, Inclusion & Filotimo (DEIF Policy). Mr. Newman seconds the motion. There being no further discussion the motion carries unanimously.

Mrs. Petrakos continues to report on the Charter Renewal. Mrs. Petrakos shared her screen and showed the Board the Charter Renewal portal and all the documents that were submitted and information that was inputted for Park Slope and Staten Island renewals. Mr. Capetanakis thanked her.

Mrs. Petrakos reminded the Board that she attached the 2023-2024 School Board meeting dates in her email.

Mrs. Tettonis thanked Mrs. Petrakos, Ms. Caban, Mrs. Kakleas, Mrs. Capetanakis and the whole team for working so hard on the renewal. Mrs. Tettonis also informed the Board about all the enhancements that both schools have been going under. Lots of renovations for both schools. Cement work, new tiles and lots of wonderful things in addition to all of this paperwork. New furniture in the main office in Park Slope. Also, the first part of the annual reports were completed. Assessments have not come in yet. We are continuing to hire. We are looking forward to the last week in August and starting our Professional Development and starting school on September 7th.

Mrs. Petrakos further reported that on July 28th Staten Island had their fire inspection. They are still waiting for the walk through.

The Staten Island school is looks great. The main office is mostly moved in. The classrooms are furnished, and they just need the teachers touch and the students to come in. There are

minor things that are needed in the old building. Kelmar is handling some flooding in the new building in Staten Island.

Mrs. Lekas asked if we will putting pavers outside the building in Staten Island. Mrs. Petrakos stated that they are still getting quotes.

Mrs. Tettonis added that summer school concluded yesterday. She congratulated both principals on a job well done. Park Slope had 80 students attend out of 109 recommended. Staten Island had 44 students attend.

Mrs. Caban reported that the State Education Department will be acknowledging the Greek regents.

Mrs. Petrakos spoke to the Board about a data entry system that Mrs. Capetanakis has been requesting. Mrs. Petrakos did some research and found this great app called Parent Square. She inquired, watched a tutorial and recommended the program to Mrs. Capetanakis and Mr. Underwood. This system will incorporate many different areas of communication and will streamline our schools in an effective way. Our families will be able to communicate with teachers, receive report cards, receive information and much more. They met with a representative and they loved the program. Mrs. Capetanakis further explained that this program will bring us out of the mom and pop world that we are still living with our date base systems. This will help bring an interactive platform for parents, families, faculty and administration. One of the big issues that we have is keeping the student names with their parent/guardian email addresses. It is also populating the classes each and every year. This platform seems to be able to take care of that without all of the tedious data entry that happens every year. The way we do it is labor intensive and tedious. It is also compatible with ATS. The data is entered once and that is it. This program ranges only \$6000.00. If we sign on by August 15th there is a \$1500.00 bonus. Mrs. Petrakos states that the next steps will be for Mrs. Capetanakis and Mr. Underwood meet with the cabinet and discuss everything to make sure this is what our schools need. At our next meeting we will let you know if we will go ahead with Parent Square. Mr. Capetanakis states that anything that can make the parental experience better the Board is in favor. All the Board members are in agreement.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Moustakas seconded the motion. The meeting was adjourned at 10:25 a.m.

The next Board meeting will be held via Zoom Conferencing on September 20, 2023 at 9:30 a.m.

Harvey Newman

Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON SEPTEMBER 20, 2023 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Nikolaos Leonardos	Treasurer
Harvey Newman	Secretary
Effie Lekas	Member
Dr. Liana Theodoratou	Member
Grazia Svokos	Member
Bianca Rajpersaud	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Dena Capetanakis	Director of Community & Engagement
Kamilah O'Brien	CSBM Senior Financial Manager
Stacy Kokkoros	Operations Manager

ABSENT

Dean Angelakos	Member
Nik Mathews	Member

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 meetings on July 7, 2023 and August 3, 2023. On a motion made by Mr. Leonardos and seconded by Ms. Svokos, the minutes were unanimously approved.

Mr. Capetanakis asked if we can start the meeting with the financial report first. Mrs. Petrakos stated that Kamilah O'Brien will be presenting from CSBM. Ms. O'Brien informed the Board that she has been working with Karen Peters and is now taking over as client manager. For the last several weeks their time has been focused on the financial audits. She has been working closely with Mrs. Petrakos and Ms. Elboustani to get the auditors everything that they need. With very few items outstanding, they have started working on a draft of the financials for the Board's review and approval. The monthly financials are right on budget in terms of revenue and spending and we have received per pupil funding for July and August. We have received Summer Boost money and we have received some of the final payments for UPK from the last

fiscal school year. Everything is pretty much on track from the revenue received and the expenses we have had from the summer. Overall in terms of the balance sheet 2.8 million in the bank by the end of July between both schools. If you look at the balance sheet you might notice that your assets and liabilities are much higher than what you have seen in the past. This is because of the adoption of the new lease implementation standards. Our balance sheet will look a little different. When you meet with the auditor next month and when they present the finances, they will be able to talk about that. Everything is pretty on track with the schools finances. If there are any questions please let me know. Mrs. Petrakos thanked Ms. O'Brien.

Mr. Capetanakis congratulated the team on the opening of the new building in Staten Island. Mrs. Capetanakis thanked Mr. Leonardos for the idea of taking photos of the students in front of the new building. Mr. Leonardos suggests taking an outdoor picture of the student body on 18th street as well. Now that the weather is still good maybe we can bring PS to SI and let them spend the day there. Mrs. Petrakos let the Board know that last year one of the third grade students from PS begged her for a trip to SI. She has to hold her promise to this student. She also likes the idea of a school trip from one campus to another but maybe we can roll this out slowly by grade. The building looks beautiful and we are really excited and so proud. Mrs. Petrakos is so overwhelmed with so many feelings. Mr. Leonardos added that not everyone knows or understands what we went through, especially this past summer. Up until two days before school opened that we did not know if we could access the building or not. It was very frustrating. Mrs. Tettonis added that the students were excited to see the inside of the building when we gave tours to the families of the building.

Mr. Leonardos recommends that we should be taking notes on everything that we do and have done in the years of HCCS to maybe write a book in the future. Mrs. Petrakos states that she can print in chronological order certain emails and elaborate on them. Everything is reported in emails and telephone conversations that she has made notes on. She would love to do that when she has time.

Mrs. Tettonis continued to report how excited they are in both campuses. SI is awesome with a brand new building. Their kindergarten orientation was in the brand new auditorium. Mr. Leonardos asked what the response was from the community. Mrs. Petrakos answered that the two priests from the community came to visit. She has been in communication with the president of the community Mr. Economos concerning their festival. Everything is good. They will be setting up on the back end of the church. They will be setting up cones not to interfere with the school's dismissal. We have good communication. The only one thing that Mrs. Petrakos would like to discuss after the festival is that there are some parishioners that are parking right up against the new school building. We worry that they will damage the building.

The last item Mrs. Petrakos would like to bring to the Boards attention is the irrigation system that was not installed during the project for our landscaping. She met with the landscaper and he is ready to plant beautiful trees and plants but he cannot unless we get our sprinklers installed. This was not scheduled to be a part of our budget and we asked the contractors why and we are waiting for the answers.

Mrs. Tettonis reported that in order for us to get final approval to commence instruction in SI the SED representative needed to actually come to the building to do a walk through and make sure that we had the letter of approval from the FDNY. He did come on August 31st. Mrs. Petrakos and Mrs. Tettonis met with him to get the final commencement letter.

It is our 18th anniversary in PS and our 5th anniversary in SI.

We are really focused on the renewal.

We are preparing for site visits. We do not have a date yet.

There will be focus group discussions. There will be a Board group and she thanks the Board in advance. We were hoping to plan a board retreat. Whether it is virtual or in person please let us know. We will have our consultants there to support us. Just let us know if you prefer virtual or in person. Mr. Leonardos asked to find out what the requirements are and go from there. Prior to the focus group with SED we will plan out some kind of retreat. Mr. Capetanakis is willing to host a retreat. Mrs. Petrakos suggests the terrace in the Staten Island school.

Mrs. Petrakos reported that her Chief of Operations report states there are tons of renewal items submitted. Please be aware of the dates. Enrollment is good. Lease hold improvements in PS are great.

Mr. Capetanakis asked how we are doing on high school prep in PS. Mrs. Tettonis reports that Mrs. Etimos and the team are working on it. There are workshops planned. Xavier and Notre Dame have already been to PS to present to the eighth graders and parents. Mrs. Tettonis suggests that we expand on this and have more schools come here. Mr. Leonardos states that this is all because of the team and your hard work. Mrs. Svokos also states that she likes the idea of hosting schools and having them come to us. Mr. Capetanakis asked if the wave is more toward private schools acceptances. Mrs. Tettonis answered yes. He suggests that we reach out to Staten Island Tech and Brooklyn Tech to come to the school. Mrs. Tettonis agrees that this is a great idea but is not sure if they will come to us but they do a number of open houses. Mr. Capetanakis does not want our students to think that we are pushing only private schools. Mrs. Capetanakis is suggesting that we have a college night and invite many high schools to attend instead of having the schools come one at a time.

Ms. Caban added that we still have a healthy number of students interested in the specialized high school exam. Last year we had 25 students participating in the free test prep. Mr. Capetanakis said that either way the success is fine. Have any of the investors asked any follow-up questions? Mrs. Petrakos answered no, not since the last time. She stated that she is in communication with EDC and the Bank of New Melon.

Mr. Leonardos asked if we are having a ribbon cutting ceremony in SI and when? Mrs. Tettonis answered that now that we have settled in we will plan something.

Mr. Leonardos has gotten a new price for the fencing for PS. There will be a meeting with the landlord to discuss.

Mrs. Petrakos would like the Board to know, due to the community's festival they have asked us if we can open the building for their band so they can store their equipment in our building. They will be on the side of the building, by the stage. Mrs. Petrakos will make sure the building is secure.

Mrs. Petrakos lastly reported to the Board that our SED liaison informed us that two of our charter revisions which are the goal alignment charter revision and the organizational charter revision needs to be duplicated, one for each school. We submitted one charter revision for both schools. During the next meeting there will be a resolution.

There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn. The motion to adjourn was made by Mrs. Lekas. Mr. Capetanakis seconded the motion. The meeting was adjourned at 10:12 a.m.

The next Board meeting will be held via Zoom Conferencing on October 18, 2023 at 9:30 a.m.

Harvey Newman

Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON OCTOBER 18, 2023 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Effie Lekas	Member
Dr. Liana Theodoratou	Member
Bianca Rajpersaud	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Cathy Kakleas	Principal - SI
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Operations Manager
Redon Quello	SI Parent
Mrs. Pano	PS Parent

ABSENT

Nikolaos Leonardos	Treasurer
Grazia Svokos	Member
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.

The first item on the agenda is the approval of the minutes of the meeting on September 20, 2023. On a motion made by Mr. Newman and seconded by Ms. Rajpersaud, the minutes were unanimously approved.

Mr. Capetanakis reads the next three action items from the agenda which are numbered VI, VII and VIII and states that we are going to treat as one. They items are: VI. Approval of the duplication of the Organizational Chart Charter Revision; VII. Approval of the duplication of the Goal Alignment Charter Revision; VIII. Approval of the Park Slope name Charter Revision.

Mr. Newman motions to approve these three items. Mr. Moustakas seconds the motion. Mrs. Petrakos explains that we have already approved the Organizational Chart Charter Revision and

the Goal Alignment Charter Revision because we submitted it as one charter revision for both schools but the State Education Department asked us to submit one for each school. Basically, we duplicated the same exact Charter Revision for both and we just made one for Park Slope and one for Staten Island. It is a complete duplication. She further explained that we have the approval for the Park Slope school name Charter Revision. What does this mean? When we merged our two schools, our Park Slope school name remained Hellenic Classical Charter School even though Hellenic Classical Charter School – Park Slope is referenced many times in the merger. The entity is named Hellenic Classical Charter Schools, with an s at the end. Which covers both schools and any future schools. Staten Island is HCCS-Staten Island and Park Slope, HCCS-Park Slope. However, SED is not recognizing HCCS-Park Slope as “HCCS-Park Slope.” SED asked us to approve the name for HCCS-Park Slope at the next Board meeting after Mrs. Petrakos questioned this. The paperwork did not match and she kept referring to it as HCCS-PS and they kept referring to it as HCCS. This is why we need to make the name official she said. We have two schools. One campus is HCCS-PS and the other one is HCCS-SI however we are under the Hellenic Classical Charter Schools legal name. She thanked the Board for approving all three. She will submit everything to the SED and everything should be clear moving forward. She also brought to the Boards attention that this will not take effect until after the renewal. Mr. Capetanakis asked if there are any questions. There are none. The motions carries unanimously.

Mr. Capetanakis referred to Mrs. Tettonis and states that the email regarding the current tragedy was outstanding. Mrs. Tettonis thanked Mr. Capetanakis and the Board for their approval and she states that we are thinking of everyone and are praying for peace.

Mrs. Tettonis reported that there is an upcoming renewal site visit from the NY State Education Department. The site visits from the State will be on November 2nd, 2023 at HCCS-SI and November 3rd, 2023 at HCCS-PS. The Board interviews will be on November 3rd at 10:00am. Mrs. Tettonis thanked everyone for participating and for taking the time to be a part of the SED interview. Regarding everything else, she assured the Board that they are always ready for a review. She continued to inform the Board that we have our Instructional Deans reviewing our best practices with our teachers and staff. We are ready and excited.

Mrs. Tettonis continued to report that the New York State Education Department has released the 2022-2023 ELA and Mathematics assessment results. She is pleased to announce that HCCS-PS and HCCS-SI have outperformed NYC and Districts 15 & 31 in both ELA and Math in both our schools. I applaud our leadership teams, our teachers, families and most of all our children for their hard work.

2023 NYSED ELA Assessment Results:

HCCS-PS Grades 3 – 8 70%

NYC Grades 3 – 8 - 51.7%

District 15 Grades 3 – 8
62.7%

HCCS-SI Grade 3 and 4 only - 68.5%
NYC Grades 3 – 8
District 31 Grades 3 – 8
51.7%

2023 NYSED Math Assessment Results:

HCCS-PS MATH Percentage
HCCS-PS Grades 3 – 8 - 82%
NYC Grades 3 – 8
49.9%
District 15 Grades 3 – 8
63.2%

HCCS STATEN ISLAND MATH Percentage

HCCS Staten Island (Grade 3 and 4 only) - 77%
NYC Grades 3 – 8 - 49.9%
District 31 Grades 3 – 8 57.4%
District 31 Grade 3 and 4 - 58.95%

The spring 2023 assessments were new tests featuring the new Next Generation Learning Standards. New York State Assessment results are not released as of date. They are expected to be released in December 2023.

Mr. Newman was impressed and stated that as a Board when we get reviewed we are focused on outcomes. There are a lot of inputs and there are a lot that you do to create this environment. But these are real tangible outcomes and are quite remarkable. He congratulates Mrs. Tettonis and the whole community. He is impressed and moved by the whole degree of success.

Mrs. Tettonis thanked Mr. Newman and added that their success is a testament to the team. They care and that is why it works.

Mrs. Tettonis continued to report that we have a lot of parent engagement. This week alone, the principals, Ms. Caban and Ms. Kakleas both have *Learn with Me Week*. Parents are able to come into their child's classroom and get to see their children learn in class. We had Curriculum Night, we have Parents Teacher Conferences coming up, we are doing a lot of in-person this year. Student government, Ancient Greek Theater, National History Day Fair, Spelling Bee, OXI Day, lots of events. It is really nice to see. The teachers are excited.

We are presently conducting NWEA assessments in both schools.

She further mentioned that she did attend the Charter Group Growth Conference in Scottsdale, Arizona. There were many workshops but the main theme was on Artificial Intelligence. She thanked The Charter School Growth Fund for the opportunity to attend.

Chief of Operations Report

Kamilah O'Brien of CSBM could not be here this morning. She prepared the financials for the Board. Mrs. Petrakos stated that the ESSER funding has been exhausted. The 401k employer match for 2022 is being worked on and will be distributed in the spring '24.

Mrs. Petrakos continued to report that the audit is going well. She informed the Board that Mr. Capetanakis, Mr. Leonardos, Ms. O'Brien and herself had the annual meeting with the auditor from PKF. It went very well. The one thing the auditor will note is the covenant piece of the forty-five day cash on hand. She explained to the Board that due to the fact that our HCCS-SI school was not given the full rental assistance which we are still in litigation for, our 45 days cash on hand was lower than expected. The auditor will note that in the audit. We will also explain that this is due to the rental assistance not being received on our end. It is budgeted therefore that is why it shows.

In addition, our marketing initiative is going great. As we discussed in our previous meetings when Mr. Newman asked to see more and we began this digital marketing initiative and it has been going great. Our school is being advertised like never before. For example we have HCCS-SI in the Staten Island Advance, HCCS-PS in the local Brooklyn newspapers and the El Especialito newspaper. If anyone googles our school's name they will see the digital advertisements. It is a little costly, but we will continue to do it for this school year and target the English Language Learners and Students with Special Needs. We want to help the community. We distributed our brochures and are preparing for our Open House season. We are doing great and our families are spreading the word as well. Our families are our number one fans and they get the word out.

She continued to report that the cameras in PS were down for a few weeks because they were outdated. We needed to replace 29 cameras.

Mr. Newman asked for status on enrollment and waitlist. Mr. Petrakos reported that we are fully enrolled in both schools. We have not exhausted our wait list. Our first open houses will be in December for the 2024-2025 school year.

Mr. Capetanakis asked about test prep. Mrs. Tettonis answered that high school admission meetings have been on going and well attended. Ms. Etimos and Ms. Bonakis have been very active. We provide in house free tutoring for the students by our own staff.

Mrs. Capetanakis is trying to schedule more high schools to come and visit PS.

Mr. Newman stated that there is a new high school application process in New York City. There is a new complexity. This makes the work being done in our office even more critical. There is a lottery. Every student gets a place in the lottery. It is already determined what number you have. It makes the decision making process that much more important.

The good news is that our parents do have the opportunity to meet with Ms. Etimos one on one to sit and explain the high school process. It is very complex. We want to make sure that everyone knows what their options are.

Mr. Capetanakis asked Mrs. Petrakos to update the Board about the new building is SI. Mrs. Petrakos stated that our new building is due to receive the final Certificate of Occupancy soon. There are few more boxes that need to be checked off by the professionals. One of them being a traffic site study. This finally happened yesterday. The team asked Mrs. Petrakos to help and she reached out to the Department of Transportation and they got back to her right away. They scheduled this site visit for the traffic site study for yesterday. She is waiting to hear back from them. She asked our security team to make sure that our arrivals and dismissals are on point. Hopefully we will have the Certificate of Occupancy soon.

In PS she reports we still have a few home improvements things that are still pending. She recently had a meeting with Konrad from Kelmar. We should be finished with the leasehold improvements soon. They need to clean the exterior of the PS building and of course we are meeting with the landlord to finalize the fence which is the last item on the lease improvement list in Park Slope.

Mr. Newman asked about the water damage from the rainstorm two weeks ago. Mrs. Petrakos reported that everything was ok in both schools. The water just came in and went back out. It was too much water for the sewers and pipes to handle. There was no extreme damage. The custodial staff in both schools were able to clean out the water and it did not return. The plumbers took a look and everything is running well.

Mr. Capetanakis asked if we will be having a groundbreaking ceremony in SI. Mrs. Petrakos answered that we will be having one after we obtain the Certificate of Occupancy. Mrs. Capetanakis added that we have the materials from the original date so we are ready to go.

Dr. Theodoratou asked if there will be any preparation for the review? Mrs. Tettonis asked if October 25th is a good time. The Board agreed on October 25th. They will send out an agenda.

October 30th was proposed for a virtual Board retreat.

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 10:00 a.m.

The next Board meeting will be held via Zoom Conferencing on November 16, 2023 at 9:30 a.m.

Harvey Newman

Harvey Newman, Secretary