

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON JULY 21, 2022 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Dean Angelakos	Member
Grazia Svokos	Member
Bianca Rappersaud	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	Operations Manager

ABSENT

Dr. Liana Theodoratou	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 past two meetings on May 26, 2022 and June 29, 2022. On a motion made by Mr. Newman and seconded by Mr. Leonardos, the minutes were unanimously approved.

Mr. Capetanakis moved to amend the minutes from the meeting on May 26, 2022 to reflect that we did not have quorum. There was an action item for the approval of the two budgets. Mr. Leonardos motioned to approve the two school budgets. Mr. Newman second the motion on the adoption of the budgets. The motion carried unanimously.

Mr. Capetanakis asked for a motion to go to executive session. The motion was made by Mr. Leonardos and Mr. Newman seconded the motion. The meeting went to executive session at 9:36 a.m.

The meeting resumed at 10:19 a.m.

Mrs. Tettonis' described in her report that the children received summer enrichment packets to complete over the summer. The summer packets included reading lists, reading response activities, a school wide activity, math enrichment, supply lists and a school calendar. The teachers with the direction of their instructional leaders collaboratively authored curriculum maps for math, science, social studies, reading

and writing. Our students received their final report cards on the last day of school. The individual NWEA scores were included in their report cards. The Summer Boost Program was offered to students in grades K-8, from July 5, 2022 to August 4, 2022.

In addition, The New York State Education Department will provide the Grades 3-8 English Language Arts (ELA) and mathematics (math) preliminary assessment data to schools prior to the beginning of the 2022-23 school year. Schools will receive their preliminary data in August so it can be used to help inform instructional decisions and to develop individualized learning plans for our students at the start of school. This will also allow parents to receive their student's information much earlier than in past years. This change will have final Grades 3-8 ELA, math, Grades 4 and 8 science, New York State Alternative Assessment (NYSAA), New York State English as a Second Language Achievement Test (NYSESLAT), and Annual Regents Examinations. SED has not released the Math and ELA scores as of date. We have received instructional reports for grades 3-8.

Mrs. Petrakos presented to the Board a proposal to bring in a new system of using finger print identification for clocking in and clocking out every day for the staff in both schools. Mr. Leonardos asked how is it is being currently performed. Mrs. Petrakos explained that the staff physically signs in and out of a binder in the main office. Mr. Leonardos asked what the cost of this new system. Mrs. Petrakos answered that the cost is low. Each machine will cost approximately \$250 and the monthly fee for the software will be \$129 for 100 employees.

Mr. Leonardos stated that he likes it. Mr. Angelakos added that with automation there is concern with security for personal information. He asked if adequate security is provided with this system. Mrs. Petrakos explained that this system will work off of our Wi-Fi which is protected by strong firewall systems that are constantly being updated by a two-step authentication system. Mrs. Petrakos will give the Board a full report on how we are protected. If our Wi-Fi is protected, we are protected. Mrs. Petrakos stated that this system works independently from our payroll company. Only our IT department will be doing any updates on this system. The only staff members that will have access to this system are Mrs. Petrakos, Mrs. Portelos, Mrs. Caban, Mrs. Kakleas and Mrs. Tettonis. They will have a log in and they will be able to track employees to see who is late and who is in or not. It will be a more efficient system rather than just grabbing a binder and see who signed in or not.

Mrs. Caban also added that the only information on this system will be the teacher's name and their fingerprint. This system is not connected to the payroll company.

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.

The next Board meeting will be held via Zoom Conferencing on August 26, 2022 at 9:30 a.m.

Harvey Newman

Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON AUGUST 26, 2022 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Nikolaos Leonardos	Treasurer
Harvey Newman	Secretary
Effie Lekas	Member
Grazia Svokos	Member
Dean Angelakos	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Christina Portelos	Director of Finance & Operations
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Operations Manager

ABSENT

Dr. Liana Theodoratou	Member
Bianca Rajpersaud	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 July 21, 2022. On a motion made by Mr. Newman and second by Mr. Leonardos, the minutes were unanimously approved.

Mrs. Tettonis stated that we are preparing for a new school year and she is very proud of both school teams. She made the Board aware that the YMCA is no longer going to be operating in HCCS-PS. We were surprised by this news given the late notice, however, Mrs. Petrakos already went into action and we will be starting our own after school program. Our families have been notified and pleased we will be coordinating our own program.

Next, Mrs. Tettonis reported that there is a new phase of the pandemic. Many of the restrictions have been lifted and there are new guidelines. We are excited for a more back to normal opening. Our new plan, which was approved by our legal team, is posted on our website.

She also reported that the NYSED assessment scores have been sent to the schools but they have been embargoed; therefore, they cannot be discussed. There are no comparisons since they have not been made public.

The board was informed that there are vacancies in both schools for teaching positions and we are actively looking for teachers. Mrs. Tettonis explained that she is confident that we will fill the vacancies. As of date, the following positions needed to be filled: HCCS-PS has (2) math; (1) special education, (1) ESL and (2) teacher assistant vacancies. HCCS-SI has (1) classroom-4th grade, (1) Greek, (1) Special Ed and (1) physical education vacancy.

Mr. Newman stated he is concerned since we are a week away from school opening. Mrs. Caban answered that it has been difficult throughout the city. Mrs. Kakleas answered that vaccinations are also a factor. Mrs. Petrakos added that several positions require special qualifications and charter school salaries are slightly lower than what the DOE is offering. Mr. Newman suggests that we revisit this. Mrs. Petrakos stated that we are doing our best within our budget. Mr. Newman explained that we are only as good as our teachers and this is a major priority. Mrs. Petrakos stated that the only challenge she would have with increasing entry level salaries is that we need to ensure veteran teacher salaries are also adjusted accordingly.

Mr. Newman answered that a plan must be created to address this. We must have an understanding of what the scope of our need is and create budgets moving forward. We have great leadership, and we need great classroom teachers. Mrs. Svokos added that she agrees and she understands that we would need to shift every salary up and figure what the salaries are and figure if we are underpaying the veteran teachers. Mrs. Tettonis added that there is a shortage of teachers nationwide. This is also a factor. Mr. Newman stated that this is discouraging talent from going into the teaching profession.

Mr. Capetanakis suggests that they discuss this matter after the Board's weekly construction meetings on Fridays. Mrs. Petrakos recommends that the financial team meet to brainstorm. Mrs. Petrakos also stated that sustainability is a matter that needs to be discussed. Mrs. Lekas agrees and suggests that we revisit fundraising.

Mrs. Tettonis added the training a teacher receives while working at Hellenic is superior. We have an excellent system in place to train new teachers. Even if a trained teacher decides to relocate to a different school, in a different state, it is comforting to know that children will benefit from highly skilled teachers we trained at HCCS.

Mr. Newman stated that our benefits package will never compete with the DOE. We have to figure out how to market ourselves to attract new teachers and to keep them as long as we can. Mrs. Petrakos is optimistic that we will find great teachers.

Mrs. Capetanakis reported that the galas for both schools are set for April 2023. Save the dates will be sent out soon.

Mrs. Petrakos let the Board know that over the summer they had a visit from Mr. Spiros Moustakas with his family in Park Slope. They toured the school. He is eager to join the

Board. Mr. Capetanakis asked if there are any objections to him joining the Board. There are none.

The lawsuit against SED has been filed for the miscalculation concerning the PPA for a prior year. It was also discussed that the DOE is disallowing the full amount of rental reimbursement for HCCS-SI that we are entitled to. There have been discussions with our legal team and plan on sending the DOE legal notice.

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

The next Board meeting will be held via Zoom Conferencing on September 29, 2022 at 9:30 a.m.

Harvey Newman
Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON SEPTEMBER 29, 2022 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Dr. Liana Theodoratou	Member
Dr. Grazia Svokos	Member
Spiros Moustakas	Prospective Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Christina Portelos	Director of Finance & Operations
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Operations Manager
Myra Alejandra Aguilar	HCCS-SI Parent
Alexia Parent	HCCS-SI Parent

ABSENT

Bianca Rajpersaud	Member
Dean Angelakos	Member
Nik Mathews	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 August 26, 2022. On a motion made by Mr. Newman and seconded by Dr. Theodoratou, the minutes were unanimously approved.

Mr. Capetanakis congratulated the superintendent for her thorough report. He asked if anyone had any questions on her report. Ms. Lekas asked if all the vacant positions were filled in the two schools. Mrs. Tettonis responded that we are fully staffed, and she wanted to thank Mrs. Caban, Mrs. Kakleas Mrs. Petrakos and the whole team for an incredible job. In HCCS-PS we only have one vacancy for a teaching assistant. We are actively looking to fill the position. We are very pleased with our selections. She thanked everyone for their support. She mentioned that an added benefit to our staff is that we offer robust professional development for all

teachers. We also have our Deans of Academics that provide the professional development for all the new hires.

Mr. Capetanakis stated that given what is going on in academia today the fact that we found teachers and we are happy with our selections, is tremendous. Mr. Capetanakis asked how many students are registered for the high school exam prep course that we offer. Mrs. Caban responded that we are still receiving permission slips. We have about 10-15 students enrolled as of today. The test prep begins on October 3rd. Mrs. Bonakis, our Dean of Student Development & Greek Cultural Studies and Mrs. Etimos, our Dean of Guidance are both overseeing the program. Mr. Wong, our 8th Grade Common Core Algebra Teacher, is teaching the math portion and Ms. Wright, our 7th grade ELA Teacher is teaching the reading portion. The test is scheduled for December 3rd or 4th. The SHSAT test date has not been confirmed yet. The TACHTS test is scheduled for November 5th. Today will be our first High School meeting for 8th grade families geared specifically for the private high school application process. The next meeting will be for the public school application process. They are two very different processes. Mr. Capetanakis informed everyone that the Board has authorized test prep courses to all students for free. It is important for the Board to help the students. Mrs. Caban added that in previous years we used Kaplan for test prep but we recently had our own staff performing the test prep as we have found that our own staff is more effective. Mr. Moustakas added that it is evident through the results. He is very excited.

Mr. Capetanakis stated that he toured the HCCS-SI building with the Staten Island Borough President last week when he granted the school \$10k grant. He also stated that the new building looks awesome. Mrs. Petrakos updated the Board that the construction in HCCS-SI is on schedule. There were a few delays regarding deliveries, which was a nationwide issue. Moving forward, the fence pricing has been received. The brick work looks great. It is underway. The building is moving along nicely. It is gorgeous, said Mrs. Petrakos. The inside is also shaping up well. The room wall partitions are up. We are on track for a January completion and expecting to move in during the February break.

Dr. Svokos asked if we are planning an opening day. Mrs. Petrakos answered that Mr. Leonardos had an idea to do a ribbon cutting for the new building to share with the Board and the whole community.

Mr. Capetanakis asked if the mobile classrooms, which are amazing, he added, if they can be easily removed. Mrs. Petrakos answered that they can be removed within a couple of days. It involves the actual removal of the classrooms and then the electrical, plumbing, etc. She added security is there at all times. The parking lot is closed off so there is no movement when school is in session. It really has worked out well. There is staff watching the students as they move from classrooms to gym, to lunch and back to the classrooms. Mrs. Tettonis added that Mrs. Petrakos will have a whole transition plan in place for how the students will be moved into the new building once it is ready to be occupied. Mrs. Petrakos will have a plan in place and will work with Mrs. Kakleas and the team to make sure that it happens seamlessly. Mrs. Petrakos added that after the mobile units are gone the gravel in the parking lot will be removed and the parking lot will be new.

Mrs. Petrakos reminded the Board that the consultants meet on site every Tuesday. The minutes are distributed and the whole team knows the status of the project. It is an incredible team.

Mrs. Tettonis added that we had successful in person Curriculum Night events. Parents were able to see their children's classrooms. In HCCS-SI the parents were able to visit the mobile units and were able to see how amazing they are.

Mr. Capetanakis asked if there were any further questions for the Superintendent. There were none.

There being no unfinished business, Mr. Capetanakis asked to go into executive session. Mr. Newman seconds the motion. The meeting went to executive session at 9:50 a.m. There were no votes taken during executive session.

The next Board meeting will be held via Zoom Conferencing on October 26, 2022 at 9:30 a.m.

Harvey Newman
Harvey Newman, Secretary