

**MINUTES OF THE HELLENIC CLASSICAL CHARTER
SCHOOL BOARD MEETING
HELD ON December 18, 2017 AT 9:30 a.m.
AT
646 5th AVENUE, BROOKLYN, NEW YORK 11215**

MEMBERS AND STAFF

PRESENT

Christina Tettonis	Principal
Joy Petrakos	Director of Operations
Natasha Caban	Assistant Principal
Stacy Kokkoros	Business Administrative Assistant
Christina Portelos	Operations Manager

VIA SKYPE CONFERENCE

Charles Capetanakis	Chairman
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Dean Angelakos	Member

ABSENT

Harvey Newman	Secretary
Nik Mathews	Member
Anastasia Etimos	Guidance Counselor
Dr. Liana Theodoratou	Excused

GUEST (via skype conference)

Grazia Svokos

Charles Capetanakis chaired the meeting. Joy Petrakos acted as recorder.

The first item on the agenda is the approval of the minutes from the last meeting held on November 20th, 2017. The minutes have been reviewed, transcribed and made available for public review. On a motion made by Mr. Leonardos and seconded by Ms. Lekas, the minutes were unanimously approved. Mr. Capetanakis asked if there are any questions on the Principal's report.

PRINCIPAL REPORT

Mrs. Tettonis reported how extremely successful our first Open House was on December 7, 2017. We had a very big crowd and executed six presentations in one night, she said. This was a very difficult task. She stated that the team met to come up with a new plan for next year's Open Houses. She also stated that the student government

**HCCS Board of Directors
Meeting Minutes**

December 18, 2017

representatives did an excellent job presenting and speaking to the prospective parents. They were a hit.

There were 146 applications submitted which means that each application came with 3 or four people. Mrs. Tettonis and her team are thinking about having one presentation in the gymnasium which can accommodate a large crowd. We might have to resort to that she said, even though she prefers the parents to be in a classroom so that they can feel the classroom's energy. It was a challenge but she doesn't believe that anyone noticed because of the great team that we have here. Such as Joy, Natasha, Stacy, Joyce, Dena, Anastasia, Cathy and everyone else was able to improvise and made it a success. Mr. Capetanakis asked where were the applications geographically coming from? Mrs. Petrakos responded the bulk of our applications are coming from District 15.

Mrs. Petrakos also reported that we make a great effort through our outreach to the community for ELL's and Special Ed students and continue to place ads in the Spanish newspapers; family local magazines; Greek newspapers; as well as placing flyers in businesses throughout the Park Slope, D15 community. But word of mouth through our parents and the P.T.A. is our biggest advertisement. She stated that we continue to be very transparent on how many seats are available in the Pre-K depending on siblings. For the most part everyone who attends our open house events submits an application and Mrs. Petrakos receives applications via email and fax every day.

Mr. Leonardos stated that alumni parents from Soterios Ellenas School are asking about a 2 – 3 year old program and if we will offer one.

Ms. Lekas asked if we are limited to District 15 students?

Mrs. Tettonis responded that the preferences are siblings, ELL's, District 15, Special Ed, faculty children and non-zoned children.

Mrs. Tettonis stated that we must increase our ELL's and Special Education student percentages. Mrs. Caban stated that we screen our applications to identify the ELL students, however we cannot test a child until they are officially enrolled in our school. Unfortunately, most students test out. Mrs. Petrakos also stated that we began reporting to the DOE about all our efforts. We are documenting everything and we are showing evidence of how we are attracting and reaching out to the ELL population. At our open house events we make it clear that if you are an ELL student you will have first preference along with District 15 residents.

Mrs. Tettonis reported that at our open houses we have our ESL and Special Education coordinators present to answer any questions that our parents might have.

**HCCS Board of Directors
Meeting Minutes**

December 18, 2017

Mr. Capetanakis asked how we were doing with High School applications.

Mrs. Tettonis stated that Mrs. Etimos is on medical leave and that Shannon Donohue has taken over her responsibilities. All high school applications have already been submitted by Mrs. Etimos. Mrs. Etimos does a great job Mrs Tettonis said. She expects good results. All schools want our students.

Mrs. Tettonis announced to the Board that we were accepted as new members of the Diverse Charter Schools Coalition. Mrs. Tettonis and Mrs. Petrakos plan to attend the conveying seminar in January, 2018. Sonya Park is leading this coalition and we are happy to be a part of it.

Mrs. Tettonis explained to the Board that the middle school has been learning how to code for the last four years in technology class from Mr. Linehan. We just decided to pilot having the middle school kids teach the younger grades coding. Surprisingly, this program was electric! She has never seen anything like this. It is beyond amazing she said. This empowered the students to teach the coding and it validated that they were doing a very good job in computer science. It was 100% engagement. She announced that we would now be adding this into our program.

DIRECTOR OF OPERATIONS REPORT

Mrs. Petrakos reported that for the first time we are having a Stagebill for our Holiday Extravaganza. As of today we have raised approximately \$5000.00. This will offset the cost of the show. Each year as the extravaganza gets more successful the expenses grow. Such as props, wardrobe, acoustics. We are building our wardrobe and sets each year. We are very fortunate. Hopefully next year it will be a bigger hit, she said.

Mrs. Petrakos reported how, with the Boards blessing, she started the Giving Tuesday Facebook Fundraiser for our air conditioning project. In just a few days we raised \$6,000 on Facebook and received a check for \$3,500.00 which came in from a personal friend who did not want to be named on Facebook. In total we have raised approximately \$10,000. It is a good start she said and she is very confident that we will be able to raise the rest of it.

Dean Mathews asked how well we knew P.J. Mechanical because they are very philanthropic. He suggested we approach them to see if they can help us. Mrs. Petrakos would love to bring new people to our school.

**HCCS Board of Directors
Meeting Minutes**

December 18, 2017

Mrs. Petrakos further reported on facilities. She along with Mrs. Gerakaris and Kelmar are working together to get the C of O. They plan on having an inspection appointment by the middle of January.

Mrs. Tettonis reported on replication. She stated that we will not be submitting an application until summer of 2018 and will include Cathy Kakleas. The School Empowerment Network want to have a meeting with Amy Shore from CEI to discuss the community outreach that Dena Capetanakis will be spearheading.

Mrs. Tettonis asked what is going on with the New Paid Leave Act? Mrs. Petrakos reported that she and Mrs. Portelos were part of a webinar concerning the New Paid Leave Act. Eligible employees can take up to eight weeks of paid family leave to bond with a child, care for a family member with a serious illness or to care for family matters when a family member has been called to active duty. She continued and reported the following:

- New York Paid Family Leave is a state mandated employee paid benefit. Effective January 1, 2018, if employees are eligible, they will be deducted .126% of their weekly wages up to \$1.65/week.
- If eligible, employees are entitled to eight weeks of paid family leave benefits payable at 50% of your average weekly wage. The maximum amount they can receive is \$652.96 a week.
- If the employee has a baby, adopt or began fostering a child in 2017, they can request paid family leave to bond with their child for leaves beginning on or after January 1, 2018. Employees may request paid family leave to bond with their child for up to a year from birth, adoption or foster care placement.
- Employees can't use paid family leave for their own health condition. They can, however, file a disability claim if they have a medical condition that prevents them from working.
- Employees are only allowed a combined maximum of 26 weeks of leave for NY DBL (disability) and NY PFL (paid family leave) in a 52 week period. So, if they already used 26 weeks of NY DBL in the prior 52 weeks, they won't be entitled to additional time under NY PFL during that time.
- Employees can take NY PFL as full weeks, or from time to time, in as little as full day increments if they need to.
- NY PFL will run at the same time as FMLA (Family and Medical Leave Act) leave when appropriate.
- There is no waiting period for NY PFL.
- A claim for NY PFL can only remain open for one year. After that they would need to refile a new PFL claim if they need additional time.

Mr. Leonardos informed the Board that our landlord, Kimisis Theotokou, had a Board meeting and they will be purchasing the house in the back by the ramp and put in a parking area as well as a building on top of it. It will be a win win situation for both the school and the landlord, he stated.

Mr. Capetanakis proposed creating an auxiliary Board which will consist of some of our first eighth grade graduates who are graduating from college now. We would like to give them an opportunity to groom them to be part of a Board. He would like to discuss bylaws and how nominations would work to create such a Board. Lastly, these young individuals can be our advocates for replication. Ms. Lekas remarked that they would be great ambassadors.

There being no unfinished business, Ms. Lekas asked for a motion to adjourn. The motion to adjourn was made by Mr. Capetanakis. Mr. Leonardos seconded the motion. The meeting was adjourned at 10:15 a.m.

Harvey Newman
Harvey Newman, Secretary