

**MINUTES OF THE  
HELLENIC CLASSICAL CHARTER – PARK SLOPE  
SCHOOL BOARD MEETING  
HELD ON MARCH 16, 2020 AT 9:30 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.

**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 for the safety of our students and teachers. She is very appreciative and thankful to the whole Board.

Mrs. Tettonis reported that Mrs. Caban and Mrs. Kakleas met today and are working on a plan 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 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 10:00 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