

Application: Hellenic Classical Charter Schools - Park Slope

Joy Petrakos - Joy.Petrakos@hccs-nys.org
2022-2023 Annual Report

Summary

ID: 0000000030
Last submitted: Oct 31 2023 01:45 PM (EDT)
Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed - Jul 27 2023

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 the [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 2022-2023 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, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

HELLENIC CLASSICAL CHARTER SCHOOL 800000058308

a1. Popular School Name

HCCS-PS

b. CHARTER AUTHORIZER (As of June 30th, 2023)

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

e. Date of Approved Initial Charter

Feb 8 2005

f. Date School First Opened for Instruction

Sep 8 2005

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

The Hellenic Classical Charter School will provide 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.

h. School Website Address

<http://www.hccs-nys.org>

i. Total Approved Charter Enrollment for 2022-2023 School Year

498

j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment

491

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1
2
3
4
5
6
7
8

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

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 previous year (K-5, 6-9, etc.)	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	646 5th Avenue, Brooklyn, NY 11215	718-499-0957	NYC CSD 15	K-8	K-8	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Natasha Caban	Principal	718-499-0957	██████████	NCaban@hccs-nys.org
Operational Leader	Joy Petrakos	Chief of Operations	718-499-0957	██████████	Joy.Petrakos@hccs-nys.org
Compliance Contact	Joy Petrakos	Chief of Operations	718-499-0957	██████████	Joy.Petrakos@hccs-nys.org
Complaint Contact	Joy Petrakos	Chief of Operations	718-499-0957	██████████	Joy.Petrakos@hccs-nys.org
DASA Coordinator	Anastasia Etimos	Dean of Guidance and Student Support	718-499-0957	██████████	AEtimos@hccs-nys.org
Phone Contact for After Hours Emergencies	Joy Petrakos	Chief of Operations	917-561-2622	██████████	Joy.Petrakos@hccs-nys.org

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, 2023.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.**

Site 1 Certificate of Occupancy (COO)

[Certificate of Occupancy 12.27.18 Final CO.pdf](#)

Filename: Certificate of Occupancy 12.27.18 Final CO.pdf **Size:** 35.8 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[HCCS-PS Fire Alarm Inspection 2023.pdf](#)

Filename: HCCS-PS Fire Alarm Inspection 2023.pdf **Size:** 164.2 kB

n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

N/A

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

No

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Joy Petrakos
Position	Chief of Operations
Phone/Extension	718-499-0957
Email	Joy.Petrakos@hccs-nys.org

q. 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. Click **YES to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

Responses Selected:

Yes

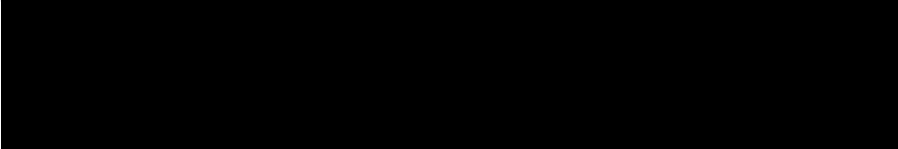
As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.


Responses Selected:

Yes

Signature, Head of Charter School

Signature, President of the Board of Trustees



Date

Jul 1 2023



Thank you.

Entry 2 Links to Critical Documents on School Website

Completed - Jul 27 2023

Instructions

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

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. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

Form for Entry 2 Links to Critical Documents on School Website

School Name: Hellenic Classical Charter Schools - Park Slope

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

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:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	https://www.hccs-nys.org/annual-reports
2. Board meeting notices, agendas and documents	https://www.hccs-nys.org/board-of-trustees
3. New York State School Report Card	https://www.hccs-nys.org/services-minimalist
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.hccs-nys.org/services-minimalist
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	https://www.hccs-nys.org/services-minimalist
6. Authorizer-approved FOIL Policy	https://www.hccs-nys.org/services-minimalist
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.hccs-nys.org/services-minimalist

Thank you.



Entry 3 Progress Toward Goals

Completed - Oct 30 2023

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-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 1, 2023.

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

2022-2023 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
Academic Goal 1	Each year, 75% of kindergarten students who were enrolled at the School on BEDS days will perform at a Level 1 on the rhyme recognition, rhyme generation, syllable classing and initial consonants, and at a level 2 on the final consonants, blending, segmenting, ABC recognition, writing, spelling, decoding and sight word strands on the Spring administration of the Fox in a Box early literacy assessment.	Fox in a Box early literacy assessment	Met	
Academic Goal 2	Each year, 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 and sight words strands on the	Fox in a Box early literacy assessment	Met	

	Spring administration of the Fox in a Box early literacy assessment.			
Academic Goal 3	Each year, 75% of the second grade students who have been enrolled at the School on BEDS day for at least two consecutive years will perform at or above a Level 6 on the spelling, decoding, vocabulary, sight words and strands on the Spring administration of the Fox in a Box early literacy assessment.	Fox in a Box early literacy assessment	Met	
Academic Goal 4	Each year, students in grades 2 through 8 who were enrolled in the School at least two consecutive BEDS dates will average at least five percentile points on the growth on the NWEA MAP Reading assessment until average percentile scores reaches 85.	NWEA MAP Reading Assessment	Not Met	<p>For the 2023 the administration of the NWEA MAP Reading assessment, students in grades 2 - 8 did demonstrate growth, however did not achieve growth by 5 percentile points from the previous year's administration.</p> <p>As students continue to demonstrate growth in the area of literacy acquisition, HCCS administration and instructional stakeholders understand the need for increasing</p>

reading stamina, fluency and comprehension. HCCS is in the first year of the implementation of our phonics researched based program, Foundations to support our literacy program in grades K through 2nd grade. We plan to implement the Foundations program up to 3rd grade for the upcoming school year. HCCS continues to actively assess and monitor student reading life and progress. As adjustments are made in daily classroom instruction, the focus on explicit modeling and active engagement. In addition, we are ensuring that during the administration of the NWEA is testing conditions are conducive to students successfully testing. We will be ensuring all staff are trained to administer the NWEA with fidelity.

<p>Academic Goal 5</p>	<p>Each year, students in Grades 2 through 8 who were enrolled in the School for at least two consecutive BEDS dates will average at least five percentile points of growth on the NWEA MAP Math assessment until average percentile scores reaches 85.</p>	<p>NWEA Map Math Assessment</p>	<p>Not Met</p>	<p>Students in grades 2 - 8 have made progress in the area of mathematics, with achieving average percentile scores of 85. However, students declined from the previous school year and fell short of achieving this goal. We acknowledge that our students may require additional supports in mathematics instruction and ensuring proficiency within specific mathematical standards. The administration along with the instructional dean and coach, have begun to analyze specific areas of needs within the area of mathematics and its competences. A focus on our specifically designed tool box of strategies may need to be addressed and how it is utilized in daily instruction alongside the strengthening of the teacher modeling. We also need to ensure the fidelity of the administration of the NWEA assessments</p>
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				and that all stakeholders are available and assisting during the testing window of the NWEA.
Academic Goal 6	Each year, grade-level cohorts of students (for Grades 2 and above) will reduce by one-half, the gap between their average score in the previous Spring administration of the NWEA, a nationally-normed reading test, and increase the average (grade level) in the current Spring. Grade-level cohorts are expected to show at least an increase in the current year.	NWEA Assessment	Met	
Academic Goal 7	Each year, grade-level cohorts of students (for Grades 2 and above) will reduce by one-half, the gap between their average score in the previous Spring administration of the NWEA, a nationally-normed mathematics test, and increase the average (grade level) in the current Spring. Grade-level cohorts are expected to show at	NWEA Assessment	Not Met	As discussed within the absolute value performance goal, HCCS students in grades 2 - 8 have made progress in the area of mathematics throughout the years of the pandemic. However, students demonstrated no growth from the previous school year and fell short of achieving this goal. We acknowledge that our students

	<p>least an increase in the current year.</p>			<p>may require additional supports in mathematics instruction and ensuring proficiency within specific mathematical standards. The administration along with the instructional dean and coach, have begun to analyze specific areas of needs within the area of mathematics and its competences. A focus on enhancing our previously designed tool box of strategies may need to be an area that is addressed alongside daily instruction and the strengthening of the teacher modeling. We also need to ensure the fidelity of the administration of the NWEA assessments and that all stakeholders are available and assisting during the testing window of the NWEA.</p>
<p>Academic Goal 8</p>	<p>Throughout the course of the charter term, HCCS will show progress towards achieving 75% of its 3rd - 8th graders, who have been enrolled at the</p>	<p>NYS ELA Examination</p>	<p>Met</p>	

	school on BEDS day for at least two consecutive years, performing at or above Level 3 on the NYS ELA exam.			
Academic Goal 9	Through out the course of the charter term, HCCS will show progress towards achieving 75% of its 3rd - 8th 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 Math exam.	NYS Math Examination	Met	
Academic Goal 10	Throughout the course of the charter term, HCCS will show progress towards achieving 75% of its 8th 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.	NYS Science Examination	Met	

2. Do have more academic goals to add?

Yes

2022-2023 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 the Grade 8 students who have taken the Common Core Algebra I will pass the NYS Common Core Algebra I Regents Exam with an average passing score of at least 75%.	NYS Algebra I regent	Met	
Academic Goal 12	Each year, 75% of the Grade 8 students who are recommended by the Science Department to sit for the NYS Living Environment Regent Exam will pass the Regents exam with an average passing score of at least 75%.	NYS Living Environment regent	Met	
Academic Goal 13	Throughout the course of the charter term, HCCS will earn a score of "Good" or better on all Framework Strands as reported on the School Quality Report.	NYC School Quality Report	Met	

Academic Goal 14	Throughout the charter term, each grade-level cohort of HCCS 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 in the previous year, the cohort will demonstrate growth (above 75 percent) in the current year.	NYS ELA Exam	Met	
Academic Goal 15	Throughout the charter term, each grade-level cohort of HCCS students will reduce by one-quarter, the gap between the percent at or above Level 3 on the previous year's 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 (75 percent) in the current year.	NYS Mathematics Exam	Met	
Academic Goal 16	Each year, the percent of HCCS students performing at or above Level 3 on the NYS ELA	NYS ELA Exam	Met	

	<p>exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of CSD 15.</p>			
Academic Goal 17	<p>Each year, the percent of HCCS students performing at or above Level 3 on the NYS Math exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of CSD 15.</p>	NYS Mathematics Exam	Met	
Academic Goal 18	<p>Greek Proficiency Goals</p> <p>Kindergarten: By the end of the school year, students who were enrolled on BEDS day:</p> <p>75% of the students will recognize all Greek Letters in their print form, as measured by a Greek Letter and Recognition and Writing Common Assessment</p> <p>75% of the students will be able to communicate verbally as</p>	Greek Verbal, Reading, Listening and Writing Common Assessment	Met	

	measured by the HCCS Greek Verbal Common Assessment			
Academic Goal 19	<p>First Grade: By the ends of the school year, students who were enrolled on BEDS day for at least two consecutive years:</p> <p>75% of students will be able to write all the Greek alphabet in print, as measured by a Greek Letter and Recognition and Writing Common Assessment</p> <p>75% of students will perform proficiently in listening, as measured by the Greek Listening Common Assessment</p> <p>75% of students will perform proficiency in reading, as measured by the HCCS Greek Reading Common Assessment</p> <p>75% of the students will be able to communicate verbally as measured by the HCCS Greek Verbal Common Assessment</p>	Greek Verbal, Reading, Listening and Writing Common Assessments	Met	

Academic Goal 20	<p>Second through Seventh Grades: By the end of the school year, students who were enrolled on BEDS day for at least two consecutive years:</p> <p>75% of students will perform proficiency in oral, reading, listening, and writing skills, as measured by the HCCS Greek Verbal, Reading, Listening, and Writing Common Assessments</p>	<p>Greek Verbal, Reading, Listening and Writing Common Assessments</p>	Met	
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3. Do have more academic goals to add?

Yes

2022-2023 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 Meet	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21	Each year, 75% of HCCS Grade 8 students who have been recommended by the Greek department to sit for the NYSED High School Greek Regents exam will pass the Greek Regent Exam with an average passing score of at least 75%	Greek LOTE examination	Met	
Academic Goal 22	Each year, the School will be deemed "In Good Standing" on the NYS Report Card	NYS Report Card	Met	NYS Report Card is not yet available.
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
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Academic Goal 62				

4. ORGANIZATION GOALS

For the 2022-2023 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”.

2022-2023 Progress Toward Attainment of Organization Goals

	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
Org Goal 1	At the end of each school year, HCCS will have an average daily student attendance rate of at least 95%.	ATS Vendor Portal	Not Met	HCCS-PS ended the school year with a average daily student attendance of 94.2%. We fell less than a point short of meeting our goal. Since COVID, parents are more apt to keep their children home with the slightest of symptoms. HCCS-PS has always and will continue to express the importance of attendance to our families. We will monitor our records to help support families of students with chronic absences and speak to our families at large during our PTA meetings.
Org Goal 2	Each year, 95% of all students enrolled at HCCS during the last day of the school year will return the following September, not	ATS Discharge Report Vendor Portal	Met	

	including those who move out of the area.			
Org Goal 3	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; 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 4	Per the 2010 amendment to the Charter Schools Act, HCCS shall demonstrate good faith efforts to attract, retain and 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.	HCCS-PS continues to demonstrate good faith efforts to attract and retain students with disabilities, English Language Learners, and free and reduced-price lunch students. HCCS-PS strengthened their marketing initiatives this year. HCCS-PS is a member of NYC Charter Center's Collaborative for Inclusive Education. HCCS-PS is a Title I School.	Met	

Org Goal 5	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-PS Principal's overall effectiveness score is 4.30. The performance level is Distinguished and the percentile rank is 96.2%	Met	
Org Goal 6	Each year, student enrollment will be within 15% of full enrollment as defined in the HCCS' charter contract. This will be analyzed annually and monitored bi-monthly.	ATS Vendor Portal	Met	
Org Goal 7	Each year, parents will express satisfaction with HCCS' program, based on the NYCDOE School 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 parents participate in the survey.	NYCDOE Survey	Met	The NYCDOE survey changed the scoring and ratings structure.

Org Goal 8	<p>Each year, teachers will express satisfaction with HCCS' leadership and professional development opportunities, based on the NYCDOE School 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 survey.</p>	NYCDOE SURVEY	Met	The NYCDOE survey changed the scoring and ratings structure.
Org Goal 9	<p>Each year, students in grades 6 through 8 will express satisfaction with HCCS' staff and programs, based on the NYCDOE School 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% or more of the students participate in the</p>	NYCDOE SURVEY	Met	The NYCDOE survey changed the scoring and ratings structure.

	survey.			
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

2022-2023 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.	Independent audit issued by PFK 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 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, **and** into the SUNY Epicenter document management system by September 15, 2023.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4 - Audited Financial Statements

Completed - Oct 30 2023

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

Hellenic Classical Charter Schools Financial Audit 2022-2023

Filename: Hellenic_Classical_Charter_Schools_78YOv1J.pdf Size: 600.2 kB

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)

Completed - Oct 30 2023

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

HCCS PS and SI FY23 Authorizers Audited Financial Report

Filename: HCCS_PS_and_SI_FY23_Authorizers_A_QMJyCJQ.xlsx Size: 86.3 kB

HCCS-PS FY23 Authorizers Audited Financial Report

Filename: HCCS-PS_FY23_Authorizers_Audited_QHnkuez.xlsx Size: 88.1 kB

Entry 4c – Additional Financial Documents

Completed - Oct 30 2023

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Hellenic Classical Charter Schools Mgmt Ltr](#)

Filename: Hellenic_Classical_Charter_Schools_7yNqhh4.pdf Size: 170.5 kB

[PS Escrow Account June 2023](#)

Filename: PS_Escrow_Account_June_2023.pdf Size: 128.2 kB

[HCCS Annual Report 4C 2022-2023](#)

Filename: HCCS_Annual_Report_4C_2022-2023_lviZDg1.pdf Size: 511.9 kB

Entry 4d - Financial Contact Information

Completed - Jul 27 2023

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2023**.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Joy Petrakos	Joy.Petrakos@hccs-nys.org	718-499-0957

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba	gsaliba@pkfod.com	201-712-9800	5

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Charter School Business Management	Karen Peters	KPeters@csb.m.com	KPeters@csb.m.com	530-315-1021	1

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 30 2023

SUNY-authorized charter schools should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[HCCS PS FY24 SED Budget](#)

Filename: HCCS_PS_FY24_SED_Budget.xlsx Size: 44.7 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 27 2023

Required of ALL Charter Schools

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 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023**

school year completes the form.

Charter schools **must** submit the latest version of the form. 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 Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[FinancialDisclosure2023- Capetanakis](#)

Filename: FinancialDisclosure2023-_Capetanakis.pdf **Size:** 386.6 kB

[Financial Disclosure2023 - Leonardos](#)

Filename: Financial_Disclosure2023_-_Leonardos.pdf **Size:** 123.1 kB

[FinancialDisclosure2023 - Rajpersaud](#)

Filename: FinancialDisclosure2023_-_Rajpersaud.pdf **Size:** 338.8 kB

[FinancialDisclosure2023- Svokos](#)

Filename: FinancialDisclosure2023-_Svokos.pdf **Size:** 589.5 kB

[FinancialDisclosure2023 - Moustakas](#)

Filename: FinancialDisclosure2023_-_Moustaka_vFg9MzH.pdf **Size:** 163.6 kB

[FinancialDisclosure2023 - Angelakos](#)

Filename: FinancialDisclosure2023_-_Angelakos.pdf **Size:** 102.9 kB

[FinancialDisclosure2023 - Theodoratou](#)

Filename: FinancialDisclosure2023_-_Theodoratou.pdf **Size:** 104.1 kB

[FinancialDisclosure2023 - Newman](#)

Filename: FinancialDisclosure2023_-_Newman.pdf **Size:** 100.3 kB

[FinancialDisclosure2023 - Mathews](#)

Filename: FinancialDisclosure2023_-_Mathews.pdf **Size:** 364.8 kB

[FinancialDisclosures2023 - Lekas](#)

Filename: FinancialDisclosures2023_-_Lekas.pdf **Size:** 108.1 kB

Entry 7 BOT Membership Table

Completed - Jul 27 2023

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 7 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.

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2022-2023 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Charles Capetanakis	[REDACTED]	Chair	Educational Finance Facility	Yes	6	07/01/2020	06/30/2023	10
2	Harvey Newman	[REDACTED]	Secretary	Educational Chair	Yes	6	07/01/2020	06/30/2023	11
3	Nikolaos Leonardos	[REDACTED]	Treasurer	Finance Facility	Yes	6	07/01/2020	06/30/2023	11
4	Effie Lekas	[REDACTED]	Trustee/Member	Education	Yes	6	07/01/2020	06/30/2023	11
5	Grazia Svokos	[REDACTED]	Trustee/Member	Education	Yes	1	07/01/2020	06/30/2023	9
6	Dean Angelakos	[REDACTED]	Trustee/Member	Finance Facility	Yes	5	07/01/2020	06/30/2023	5 or less
7	Bianca Rajpersaud	[REDACTED]	Trustee/Member	Finance	Yes	1	07/01/2020	06/30/2023	9
8	Spiros Moustakas	[REDACTED]	Trustee/Member	Finance Education	Yes	1	01/26/2023	06/30/2023	7
9	Liana Theodoratou	[REDACTED]	Trustee/Member	Education		6	07/01/2020	06/30/2023	5 or less

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Trustee Name	Trustee 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 2022-2023
10	Nik Mathews	[REDACTED]	Trustee/Member	Finance Facility	Yes	6	07/01/2020	06/30/2023	5 or less
11									
12									
13									
14									
15									

1c. Are there more than 15 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, 2023	10
b.Total Number of Members Added During 2022-2023	1
c. Total Number of Members who Departed during 2022-2023	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

3. Number of Board meetings held during 2022-2023

12

4. Number of Board meetings scheduled for 2023-2024

12

Total number of Voting Members on June 30, 2023:

10

Total number of Voting Members added during the 2022-2023 school year:

1

Total number of Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

10

Total number of Non-Voting Members on June 30, 2023:

0

Total number of Non-Voting Members added during the 2022-2023 school year:

0

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

0

Board members attending 8 or fewer meetings during 2022-2023

3

Thank you.

Entry 8 Board Meeting Minutes

Completed - Jul 27 2023

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 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 1, 2023**.

[2022-0721 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2022-0721_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 223.7 kB

[2022-0826 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2022-0826_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 396.8 kB

[2022-1122 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2022-1122_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 224.2 kB

[2022-1221 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2022-1221_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 234.2 kB

[2022-0929 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2022-0929_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 244.6 kB

[2022-1026 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2022-1026_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 110.9 kB

[2023-0126 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2023-0126_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 249.8 kB

[2023-0228 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2023-0228_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 246.5 kB

[2023-0324 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2023-0324_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 232.2 kB

[2023-0427 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2023-0427_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 147.8 kB

[2023-0525 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2023-0525_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 224.6 kB

[2023-0630 HCCS SCHOOL BOARD MINUTES](#)

Filename: 2023-0630_HCCS_SCHOOL_BOARD_MINUTES.pdf Size: 244.1 kB

Entry 9 Enrollment & Retention

Completed - Jul 27 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), 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 2023-2024.

***SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>HCCS-PS is a School Wide Title 1 school with a 51% free and reduced student population.</p> <ul style="list-style-type: none"> • HCCS-PS disseminates outreach materials such as their school brochure, school application and process, calendar, contact and other information about the school to prospective families. • HCCS-PS continues to advertise in popular and local newspapers popular in the Park Slope and Sunset Park area to specifically target economically disadvantaged students, English Language Learners and Students with Special Needs. • HCCS-PS continues to reach out to the community through their annual virtual or in person open house events. • HCCS-PS has multi-lingual staff who assist with the 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 all parents. • HCCS-PS continues to have a strong and effective partnership with their community and their families. The team effectively communicates with all families to ensure student academic achievement. 	<p>HCCS-PS will continue to demonstrate their best practice efforts to recruit economically disadvantaged students for school year 2023-2024.</p>

English Language Learners

HCCS-PS is a Title 1 lottery school with limited space in all grades. During the application and lottery period for school year 2022 – 2023, HCCS tracked their wait list for prospective English Language Learners and received 39 ELL student applications. Out of the 39 applications, 21 families accepted the offer and the school registered 21 new ELL students. Most growth in our ELL numbers come from our incoming Kindergarten since there is space available. In addition to the 11 ELLs enrolled in Kindergarten, HCCS admitted three ELL students in grade 1, three ELL students in grade 2, and four ELL students in grade 5 this school year. HCCS-PS ended the 2022-23 school year with a total of 53 ELL students.

- HCCS-PS holds a lottery preference for English Language Learner students.
- HCCS-PS disseminates outreach materials such as their school brochure, school application and process, calendar, contact and other information about the school to prospective families. The school brochure specifically outlined the ENL program and was translated into Spanish. The brochures were hand delivered to local daycares, churches, and community centers in the 11215 and 11220 zip codes by bilingual staff members. Brochures were also distributed to the Welcome Center servicing District 15.
- HCCS-PS has developed a

HCCS-PS will continue to demonstrate their best practice efforts to recruit English Language Learners for school year 2023-2024.

strong team of certified ELL teachers and ELL coordinator who receive extensive and comprehensive professional development and training to meet the needs of their special education and ELL population. ELL teachers are observed weekly by the ELL Coordinator. They also meet weekly to plan for the following week's lesson in order to create an environment for successful learning.

- HCCS-PS continues to be members of the NYC Charter School Collaborative for Inclusive Education and Literacy Trust Organization. In addition, our teachers receive extensive training in best practices and programs such as Foundations, Teachers College Reading and Writing Project, Sound Partners, Reading Rescue, Learning A-Z, and Heggerty Reading Systems.

- HCCS-PS continues to advertise in popular and local newspapers popular in the Park Slope and Sunset Park area to specifically target English Language Learners. Advertisements are translated into languages specific to those regions.

- HCCS-PS utilizes targeted digital marketing to reach multilingual families in local zip codes. These targeted displays appear on popular websites within targeted zip codes. They are also translated into languages specific to those regions.

- HCCS-PS continues to reach out to the community through their annual three open houses in December, February and March. During the open house sessions, HCCS-PS announces that they welcome ELL students and Students with Special Needs and

	<p>directs them to the ELL Coordinator & Dean of Special Education. Contact information for the ELL Coordinator & Dean of Special Education is also shared with these families.</p> <ul style="list-style-type: none"> • HCCS-PS has multilingual staff who assist with the 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 all parents. • HCCS-PS teachers collaborate weekly during common planning times to develop the curriculum for all learners in the classroom. 	
<p>Students with Disabilities</p>	<p>HCCS-PS continues to provide outreach to families documenting our Special Education program and the services the school offers to Students with Disabilities. 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. HCCS-PS holds a preference in our lottery for Students with Disabilities. Our Dean of Special Education attends each open house to speak to our prospective families which takes place three times a year. As a school we work to build our provider's knowledge each year by providing professional development and trainings to best meet the needs of our schools population, HCCS-PS are members of NYC Charter School Collaborative for Inclusive Education. HCCS-PS has a 15%</p>	<p>HCCS-PS will continue to demonstrate their best practice efforts to recruit Students with Disabilities for school year 2023-2024.</p>

Special Education population for the
2022-2023 school year.

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>Students who are economically disadvantaged are supported by reaching out to the parents and providing them with any materials and tools they need to support their learning. Teaching assistants help the students with their homework assignments and work with them often during independent work time. They are also included in small groups more often than other students to ensure they receive the support they need. The guidance counselor also plays a major role in reaching out to the families to address attendance issues and other issues that may contribute to the lack of completing assignments. The guidance counselor also supports the students with their social emotional health during scheduled sessions with them. HCCS-PS continues to have a diverse student population and strong school spirit and culture. Students and Staff feel welcomed and are connected. HCCS-PS promotes strong family engagement and communication. In addition, HCCS-PS provides year round professional development earmarked toward social emotional learning, equity, diversity and inclusion.</p>	<p>HCCS-PS will continue to demonstrate their best practice efforts to retain economically disadvantaged students for school year 2023-2024.</p>
English Language Learners	<ul style="list-style-type: none"> • HCCS-PS will continue to improve our ELL student enrollment. We will continue our strong outreach and provide translators at all of our open 	<p>HCCS-PS will continue to demonstrate their best practice efforts to retain English</p>

house events. We are grateful to our existing families who help us spread the word. We will continue to make meaningful connections with our ELL families and network with their family and community members as well.

- ELL students are supported by reaching out to the parents and providing them with any materials and tools they need to support their learning. The ELL Coordinator and ELL teachers help the students in small groups to ensure they receive the support they need. Parents are provided with various resources that they can use at home, including bilingual texts, reading materials, Learning A-Z subscriptions, supplemental activities, and support materials. Parents are invited to meet with ELL teachers twice a year at Parent-Teacher Conferences, as well as when needed. Connecting with families and providing at home support increases families' satisfaction and retention.

- The guidance counselor also supports the students with their social emotional health during scheduled sessions with them.

- HCCS-PS continues to have a diverse student population and strong school spirit and culture. Students and Staff feel welcomed and are connected. HCCS-PS promotes strong family engagement and communication. By recruiting a multilingual and diverse staff, students and families feel comfortable and connected with the school community.

- In addition, HCCS-PS provides year round professional development earmarked toward

Language Learners for school year 2023-2024.

	<p>social emotional learning, equity, diversity and inclusion. Every Book of the Month is focused on diversity and equity and opens the floor to such conversations. The ELL Coordinator and ELL teachers also make themselves available to provide support to the classroom and content teachers, including creating culturally relevant materials for the classroom, bringing in diverse texts with diverse characters, scaffolding materials to meet the needs of the ELL students, and providing translations for parent conversations.</p>	
<p>Students with Disabilities</p>	<p>Our special education percentage is 15%. To achieve a greater percentage with our subgroups we will continue to reach out to pre-schools and day cares throughout all neighborhoods to make parents aware of the option of applying to our school, distributing information about the school in multiple languages, in addition to holding in person open houses.</p> <p>Our lottery includes preferences for special education and ELL students.</p>	<p>HCCS-PS will continue to demonstrate their best practice efforts to retain Students with Disabilities for school year 2023-2024.</p>

Entry 10 – Teacher and Administrator Attrition

Completed - Jul 27 2023

Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed - Jul 31 2023

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.

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.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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.

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, 2023)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. Mathematics	1
ii. Science	1
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	2.0

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, 2023)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	5.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(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	5

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	12

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	23

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	35

Thank you.



Entry 12 Organization Chart

Completed - Jul 27 2023

[Instructions](#)

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

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

[Organizational Chart - HCCS-PS and HCCS-SI](#)

Filename: Organizational_Chart_-_HCCS-PS_and_ajVhCQr.pdf Size: 87.2 kB

Entry 13 School Calendar

Completed - Jul 27 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also 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 (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[HCCS Calendar 2023-2024](#)

Filename: HCCS_Calendar_2023-2024.pdf Size: 124.7 kB

Entry 14 Staff Roster

Completed - Jul 31 2023

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.

Reminders: Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .
CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

[**PS faculty-staff-roster-template-2023**](#)

Filename: PS_faculty-staff-roster-template-2023.xlsx Size: 24.4 kB

Optional Additional Documents to Upload (BOR)

Incomplete

Hellenic Classical Charter Schools

Financial Statements and
Uniform Guidance Schedules
Together With Independent Auditors' Reports

June 30, 2023 and 2022

Hellenic Classical Charter Schools

Financial Statements and Uniform Guidance Schedules Together With Independent Auditors' Reports

June 30, 2023 and 2022

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Independent Auditors' Report

Board of Trustees
Hellenic Classical Charter Schools

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Hellenic Classical Charter Schools (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Hellenic Classical Charter Schools as of June 30, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Hellenic Classical Charter Schools and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Change in Accounting Policy

As discussed in Note 2 to the financial statements, Hellenic Classical Charter Schools adopted Financial Accounting Standards Board ("FASB") Topic 842, Leases, which resulted in the recognition of a right of use asset and related lease liability effective July 1, 2022. Our opinion is not modified with respect to that matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Hellenic Classical Charter Schools' ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Hellenic Classical Charter Schools' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Hellenic Classical Charter Schools' ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedules of activities and functional expenses by school for the year ended June 30, 2023 on pages 20 through 22 are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards on page 23 as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 12, 2023, on our consideration of Hellenic Classical Charter Schools' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Hellenic Classical Charter Schools' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Hellenic Classical Charter Schools' internal control over financial reporting and compliance.



Harrison, New York
October 12, 2023

Hellenic Classical Charter Schools

Statements of Financial Position

	June 30,	
ASSETS	2023	2022
Current Assets		
Cash	\$ 1,005,711	\$ 1,668,934
Grants and contracts receivable	2,826,573	1,780,690
Employee Retention Credit receivable	473,013	473,013
Due from related party	154,748	154,748
Prepaid expenses and other current assets	157,789	58,348
Total Current Assets	4,617,834	4,135,733
Property and equipment, net	9,712,992	9,916,565
Right of use assets - operating lease, net	89,118,311	-
Security deposit	138,500	126,500
Restricted cash	200,000	175,000
	\$ 103,787,637	\$ 14,353,798
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 539,231	\$ 547,842
Accrued payroll and payroll taxes	1,754,797	1,426,668
Economic Injury Disaster loan payable, current portion	3,713	3,612
Operating lease liability	419,049	-
Refundable advances	-	110,462
Deferred rent, current portion	-	779,184
Total Current Liabilities	2,716,790	2,867,768
Economic Injury Disaster loan payable	143,857	146,388
Operating lease liability, less current portion	90,422,827	-
Deferred rent	-	227,029
Total Liabilities	93,283,474	3,241,185
Net assets, without donor restrictions	10,504,163	11,112,613
	\$ 103,787,637	\$ 14,353,798

See notes to financial statements

Hellenic Classical Charter Schools

Statement of Activities Year Ended June 30, 2023

REVENUE AND SUPPORT

State and local per pupil operating revenue	\$ 14,780,360
State and local per pupil facilities funding	1,719,218
Universal pre-kindergarten	405,402
Federal grants	1,181,739
Federal IDEA and E-rate	164,797
State and city grants	103,501
Contributions and grants	275,065
Other revenue	<u>134,500</u>
Total Revenue and Support	<u>18,764,582</u>

EXPENSES

Program Services	
Regular education	11,817,630
Special education	<u>4,177,188</u>
Total Program Services	15,994,818
Supporting Services	
Management and general	3,298,805
Fundraising	<u>79,409</u>
Total Expenses	<u>19,373,032</u>

Change in Net Assets (608,450)

NET ASSETS, WITHOUT DONOR RESTRICTIONS

Beginning of year	<u>11,112,613</u>
End of year	<u>\$ 10,504,163</u>

See notes to financial statements

Hellenic Classical Charter Schools

Statement of Activities Year Ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND SUPPORT			
State and local per pupil operating revenue	\$ 12,966,665	\$ -	\$ 12,966,665
State and local per pupil facilities funding	1,243,087	-	1,243,087
Universal pre-kindergarten	407,329	-	407,329
Federal grants	1,067,333	-	1,067,333
Federal IDEA	64,697	-	64,697
State grants	147,077	-	147,077
Contributions and grants	230,890	-	230,890
Other revenue	33,533	-	33,533
Net assets released from restrictions	<u>150,424</u>	<u>(150,424)</u>	<u>-</u>
Total Revenue and Support	<u>16,311,035</u>	<u>(150,424)</u>	<u>16,160,611</u>
EXPENSES			
Program Services			
Regular education	10,675,077	-	10,675,077
Special education	<u>3,085,337</u>	<u>-</u>	<u>3,085,337</u>
Total Program Services	13,760,414	-	13,760,414
Supporting Services			
Management and general	2,908,931	-	2,908,931
Fundraising	<u>56,433</u>	<u>-</u>	<u>56,433</u>
Total Expenses	<u>16,725,778</u>	<u>-</u>	<u>16,725,778</u>
Change in Net Assets Before Other Income	<u>(414,743)</u>	<u>(150,424)</u>	<u>(565,167)</u>
OTHER REVENUE			
Gain on forgiveness of Paycheck			
Protection Program loan	1,279,500	-	1,279,500
Employee retention credit	<u>473,013</u>	<u>-</u>	<u>473,013</u>
Total Other Revenue	<u>1,752,513</u>	<u>-</u>	<u>1,752,513</u>
Change in Net Assets	1,337,770	(150,424)	1,187,346
NET ASSETS			
Beginning of year	<u>9,774,843</u>	<u>150,424</u>	<u>9,925,267</u>
End of year	<u>\$ 11,112,613</u>	<u>\$ -</u>	<u>\$ 11,112,613</u>

See notes to financial statements

Hellenic Classical Charter Schools

Statement of Functional Expenses
Year Ended June 30, 2023

	No. of Positions	Program Services			Management and General	Fundraising	Total
		Regular Education	Special Education	Total			
Personnel Services Costs							
Administrative staff personnel	19	\$ 795,876	\$ 213,798	\$ 1,009,674	\$ 907,475	\$ 40,437	\$ 1,957,586
Instructional personnel	111	4,993,817	1,849,320	6,843,137	-	-	6,843,137
Non - instructional personnel	11	-	-	-	613,686	-	613,686
Total Personnel Service Costs	<u>141</u>	<u>5,789,693</u>	<u>2,063,118</u>	<u>7,852,811</u>	<u>1,521,161</u>	<u>40,437</u>	<u>9,414,409</u>
Fringe benefits and payroll taxes		1,484,967	527,336	2,012,303	385,948	10,316	2,408,567
Retirement		79,313	27,758	107,071	20,050	542	127,663
Legal services		67,728	25,456	93,184	19,546	504	113,234
Accounting and auditing services		52,771	19,115	71,886	97,037	375	169,298
Other professional and consulting services		295,039	83,296	378,335	41,944	1,122	421,401
Building and Land Rent		2,682,084	1,000,755	3,682,839	747,376	19,134	4,449,349
Repairs and Maintenance		152,700	55,590	208,290	41,574	1,093	250,957
Insurance		78,828	28,373	107,201	21,012	556	128,769
Utilities		219,441	80,179	299,620	60,147	1,578	361,345
Supplies and materials		248,794	50,692	299,486	-	-	299,486
Equipment and furnishings		15,440	2,922	18,362	22,022	-	40,384
Staff development		19,085	4,472	23,557	878	25	24,460
Marketing and recruiting		32,390	11,719	44,109	8,718	230	53,057
Technology		37,727	8,544	46,271	116,809	-	163,080
Student service		63,573	17,368	80,941	8,141	226	89,308
Office expense		83,264	26,717	109,981	59,928	474	170,383
Depreciation and amortization		382,407	132,450	514,857	94,758	2,576	612,191
Other		<u>32,386</u>	<u>11,328</u>	<u>43,714</u>	<u>31,756</u>	<u>221</u>	<u>75,691</u>
Total Expenses		<u>\$ 11,817,630</u>	<u>\$ 4,177,188</u>	<u>\$ 15,994,818</u>	<u>\$ 3,298,805</u>	<u>\$ 79,409</u>	<u>\$ 19,373,032</u>

See notes to financial statements

Hellenic Classical Charter Schools

Statement of Functional Expenses
Year Ended June 30, 2022

	No. of Positions	Program Services			Management and General	Fundraising	Total
		Regular Education	Special Education	Total			
Personnel Services Costs							
Administrative staff personnel	18	\$ -	\$ -	\$ -	\$ 1,272,052	\$ 16,094	\$ 1,288,146
Instructional personnel	108	5,123,106	1,498,133	6,621,239	47,826	11,957	6,681,022
Non - instructional personnel	1	57,227	9,678	66,905	-	-	66,905
Total Personnel Service Costs	<u>127</u>	<u>5,180,333</u>	<u>1,507,811</u>	<u>6,688,144</u>	<u>1,319,878</u>	<u>28,051</u>	<u>8,036,073</u>
Fringe benefits and payroll taxes		1,305,872	377,012	1,682,884	321,381	6,972	2,011,237
Retirement		70,631	20,171	90,802	16,919	370	108,091
Legal services		58,786	17,651	76,437	15,895	335	92,667
Accounting and auditing services		16,185	4,817	21,002	79,130	91	100,223
Other professional and consulting services		201,220	43,295	244,515	19,096	406	264,017
Building and Land Rent		2,633,872	803,709	3,437,581	739,224	15,452	4,192,257
Repairs and Maintenance		212,463	62,722	275,185	55,195	1,179	331,559
Insurance		82,494	23,947	106,441	20,575	444	127,460
Utilities		143,331	41,709	185,040	35,967	776	221,783
Supplies and materials		279,480	47,263	326,743	-	-	326,743
Equipment and furnishings		-	-	-	5,785	-	5,785
Staff development		22,403	4,158	26,561	759	17	27,337
Marketing and recruiting		29,502	8,922	38,424	8,110	170	46,704
Technology		-	-	-	106,814	-	106,814
Student service		31,116	6,942	38,058	3,459	75	41,592
Office expense		23,177	6,678	29,855	55,397	121	85,373
Depreciation and amortization		361,409	101,877	463,286	83,767	1,850	548,903
Other		22,803	6,653	29,456	21,580	124	51,160
Total Expenses		<u>\$ 10,675,077</u>	<u>\$ 3,085,337</u>	<u>\$ 13,760,414</u>	<u>\$ 2,908,931</u>	<u>\$ 56,433</u>	<u>\$ 16,725,778</u>

See notes to financial statements

Hellenic Classical Charter Schools

Statements of Cash Flows

	Year Ended June 30,	
	2023	2022
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (608,450)	\$ 1,187,346
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	612,191	548,903
Amortization of right of use asset - operating lease	1,242,135	-
Deferred rent	-	817,562
Gain on forgiveness of Paycheck Protection Program loan	-	(1,279,500)
Changes in operating assets and liabilities		
Grants and contracts receivable	(1,045,883)	(509,216)
Employee Retention Credit receivable	-	(473,013)
Due from related party	-	(150,174)
Prepaid expenses and other current assets	(99,441)	56,361
Security deposit	(12,000)	-
Accounts payable and accrued expenses	(8,611)	233,092
Accrued payroll and payroll taxes	328,129	148,560
Operating lease liability	(524,783)	-
Refundable advances	(110,462)	96,082
Net Cash from Operating Activities	(227,175)	676,003
CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(408,618)	(297,452)
CASH FLOWS FROM FINANCING ACTIVITY		
Repayment of loan payable	(2,430)	(150,000)
Net Change in Cash and Restricted Cash	(638,223)	228,551
CASH AND RESTRICTED CASH		
Beginning of year	1,843,934	1,615,383
End of year	\$ 1,205,711	\$ 1,843,934
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Cash paid for amounts included in the measurement of lease liabilities	\$ 3,349,518	\$ -
ROU assets recognized upon adoption of new lease guidance	91,367,639	-

See notes to financial statements

Hellenic Classical Charter Schools

Notes to Financial Statements June 30, 2023 and 2022

1. Organization and Tax Status

Hellenic Classical Charter Schools (the “School”) is a New York State, not-for-profit educational corporation operating in New York City pursuant to Article 56 of the Education Law of the State of New York. The accompanying financial statements include the following charter schools, collectively referred to as the “School”:

Hellenic Classical Charter School (“HCCS-PS”) operates a charter school in the borough of Brooklyn, New York City. On February 7, 2005, the Board of Regents and the Board of Trustees of the University of the State of New York (the “Board of Regents”) for and on behalf of the State Education Department granted HCCS-PS a charter valid for a term of five years and renewable upon expiration. The Board of Regents approved and issued several renewals to this charter expiring June 30, 2024.

Hellenic Classical Charter School – Staten Island (“HCCS-SI”) operates a charter school in the borough of Staten Island, New York City. On December 11, 2018, the Board of Regents for and on behalf of the State Education Department granted HCCS-SI a charter valid for a term of five years and renewable upon expiration by the Board of Regents. The charter expires June 30, 2024.

HCCS-SI and HCCS-PS merged into a single not-for-profit legal entity under HCCS-SI, which serves as the sole surviving educational corporation. The plan of merger was approved by the Board of Regents on May 1, 2020, and became effective for financial purposes on July 1, 2020. Each school is authorized by the Board of Regents under HCCS-SI charter, as amended to effect the merger, and the surviving entity’s name was changed to Hellenic Classical Charter Schools.

The School was organized to prepare all students intellectually, socially and emotionally, to gain entry and succeed in the best high schools in New York City. The School provided education to approximately 811 students in grades kindergarten through eighth grade during the 2022-2023 academic year.

The School was approved to enter into a two year contract with the New York City Department of Education (“NYCDOE”) commencing with the 2020-2021 school year to operate a pre-kindergarten program with an option to renew for an additional year for HCCS-PS and two years for HCCS-SI. The School was approved for renewal through June 30, 2024. This contract is separate from the School's charter and is administered from the Department of Education's Division of Early Childhood. The pre-kindergarten program provided education to 36 students during the 2022-2023 academic year.

NYCDOE provides free and reduced-price lunches and transportation directly to a majority of the School's students. Such costs are not included in these financial statements.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (“U.S. GAAP”), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Adoption of New Accounting Policies

Leases (Topic 842)

In February 2016, the Financial Accounting Standards Board issued Accounting Standards Update (“ASU”) No. 2016-02, Leases (Topic 842), which requires schools that lease assets (lessees) to recognize the assets and related liabilities for the rights and obligations created by the leases on the statement of financial position for leases with terms exceeding 12 months. ASU No. 2016-02 defines a lease as a contract or part of a contract that conveys the right to control the use of identified assets for a period of time in exchange for consideration. The lessee in a lease will be required to initially measure the right-of-use asset and the lease liability at the present value of the remaining lease payments, as well as capitalize initial direct costs as part of the right-of-use asset.

The School adopted the requirements of the new standard effective July 1, 2022, using the modified retrospective transition method, which applies the provisions of the standard at the effective date without any adjustment to the comparative periods presented. The School adopted the following practical expedients and elected the following accounting policies related to this standard: Carry forward of historical lease classifications and accounting treatment.

Accordingly, the School will recognize lease payments on a straight-line basis over the lease term and variable payments in the period when the corresponding obligation is incurred. As a result of the adoption of the new lease accounting guidance on July 1, 2022, the School recognized a lease liability of \$91,365,421 that represents the present value of the operating lease payments of \$157,891,482, discounted with a risk-free interest rate using the treasury bond rate for 30 years of 3.11%, 5 years of 2.88% and 3 years of 3.75%, and a right of use (“ROU”) asset of \$91,365,421. The standard did not materially impact operating results or liquidity.

Net Asset Presentation

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

Net assets without donor restrictions – consist of resources available for the general support of the School’s operations. Net assets without donor restrictions may be used at the discretion of the School’s management and/or the Board of Trustees.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies *(continued)*

Net Asset Presentation (continued)

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Restricted Cash

Under the provisions of its Charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows at June 30:

	<u>2023</u>	<u>2022</u>
Cash	\$ 1,005,711	\$ 1,668,934
Restricted cash	<u>200,000</u>	<u>175,000</u>
	<u>\$ 1,205,711</u>	<u>\$ 1,843,934</u>

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$5,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Computers and equipment	3-5 years
Furniture and fixtures	5 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2023 and 2022.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Leases

The School accounts for leases under Accounting Standards Update (ASU) No. 2016-02, Leases. The School determines if an arrangement is a lease at inception. Leases are included in ROU assets and lease liabilities in the statements of financial position. All leases are recorded on the statements of financial position.

Operating lease ROU assets and lease liabilities are recognized at the lease commencement date based on the present value of the lease payments over the lease term. The School has made an accounting policy election to use a risk-free rate, determined using a period comparable with that of the lease term, to discount future lease payments. ROU assets also include adjustments related to lease payments made and lease incentives received at or before the commencement date. At lease commencement, lease liabilities are recognized based on the present value of the remaining lease payments and discounted using the School's risk-free rate. Operating lease cost is recognized on a straight-line basis over the lease term within building and land rent in the accompanying statements of functional expenses. Lease and non-lease components of lease agreements are accounted for separately. Lease terms may include options to extend or terminate the lease. When it is reasonably certain that the School will exercise that option, such amounts are included in the ROU assets and lease liabilities.

Refundable Advances

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

Revenue and Support

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

Contribution revenue is recognized when a donor makes a gift to the School or a promise to make a gift to the School which is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses such as personnel services costs, fringe benefits and payroll taxes, other professional and consulting services and building and land rent have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2020.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 12, 2023.

3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

4. Related Party Transactions (not disclosed elsewhere)

The School is an affiliate of Friends of Hellenic Classical Charter Schools, Inc. ("FOH"), a New York State not-for-profit education corporation who both share common management and board members. The School is supported by FOH through financial and facility related needs. For the years ended June 30, 2023 and 2022, FOH paid no expenses on behalf of the School. The net balance due from FOH at June 30, 2023 and 2022 was \$154,748.

Loan agreements were transferred to FOH (see note 9) and new subleases were entered into between FOH (sublandlord) and the School (subtenant).

On February 26, 2021, FOH entered into an agreement for tax-exempt revenue bonds with Build NYC Resource Corporation to fund the construction of a new building for the Staten Island location and certain leasehold improvements for the Park Slope location. The agreement requires the School to maintain two financial covenants, beginning with the year ended June 30, 2022. The School is not in compliance with one of the financial covenants for the year ended June 30, 2023. This is due to the ongoing Department of Education litigation regarding the School not receiving its full rental assistance funding.

Hellenic Classical Charter Schools

Notes to Financial Statements June 30, 2023 and 2022

5. Property and Equipment

Property and equipment, net consists of the following at June 30:

	<u>2023</u>	<u>2022</u>
Furniture and fixtures	\$ 841,877	\$ 555,798
Computers and equipment	712,858	661,347
Leasehold improvements	<u>15,963,374</u>	<u>15,892,346</u>
	17,518,109	17,109,491
Accumulated depreciation and amortization	<u>(7,805,117)</u>	<u>(7,192,926)</u>
	<u>\$ 9,712,992</u>	<u>\$ 9,916,565</u>

6. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statements of financial position date, are comprised of the following at June 30:

	<u>2023</u>	<u>2022</u>
Cash	\$ 1,005,711	\$ 1,668,934
Grants and contracts receivable	2,826,573	1,780,690
Employee Retention Credit receivable	473,013	473,013
Due from related party	<u>154,748</u>	<u>154,748</u>
	<u>\$ 4,460,045</u>	<u>\$ 4,077,385</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in highly liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York Department of Education to cover its future operating costs (see Note 11).

7. Net Assets With Donor Restrictions

During the year ended June 30, 2022, net assets for the purpose of an air conditioning system and elevator upgrade were released from donor restrictions by incurring expenses satisfying the restricted purposes or by the occurrence of other events specified by donors in the amount of \$154,424.

8. Employee Benefit Plan

The School maintains a defined contribution retirement plan qualified under Internal Revenue Code 401(k) for the benefit of its eligible employees. Under the plan, the School provides matching contributions up to 3% of annual compensation on a discretionary basis. The amount charged to operations for fees and matching contributions to this plan amounted to \$127,663 and \$108,091 for the years ended June 30, 2023 and 2022.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

9. Lease Commitments

Facility Leases

On July 17, 2019, the School entered into a three year non-cancelable operating lease for the facility space which expired on July 31, 2022 and paid a security deposit in the amount of \$126,500. Annual lease payments commence at \$200,292 per annum for the first year and increase incrementally through the life of the lease. The School received a rent concession in the amount of \$110,000 for broker fees. The credit will be applied against rent payments due over the lease. In September 2020, the School amended this lease for additional space, to build a new facility, expiring on July 31, 2067. The School has two ten year options to renew the lease. Under this lease, the School will receive a rent abatement in the amount of \$784,000. On February 26, 2021, the lease agreement was transferred to FOH (see Note 4) and a new sublease agreement between FOH (sublandlord) and the School (subtenant) was executed effective March 1, 2021 and ending on July 31, 2067.

On March 14, 2012, the School entered into a thirty-year non-cancelable operating lease for the facility space expiring on June 30, 2042. The School has the option to extend the lease for ten years and another nine years. Annual lease payments commence at \$500,000 per annum for the first two years and increase incrementally through the life of the lease. The School obtained a credit of \$3,900,060 as a result of improvements to the building completed in September 2014. The credit will be applied against rent payments due over the first 15 years of the lease commencing after construction is completed and amortized over 30 years. On February 26, 2021, the lease agreement was transferred to FOH (see note 4) and a new sublease agreement between FOH (sublandlord) and the School (subtenant) was executed effective March 1, 2021 and ending on June 30, 2047.

Equipment leases

The School leases various copy machines under non-cancelable operating leases expiring in various years through 2026.

Right of use assets consist of the following at June 30, 2023:

Right of use assets - operating lease	\$ 90,360,446
Less: accumulated amortization	<u>(1,242,135)</u>
	<u>\$ 89,118,311</u>
Weighted average remaining lease term	39.29 years
Weighted average discount rate	3.11%

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

9. Lease Commitments (*continued*)

The future minimum lease payments under the facility and equipment leases is as follows for the years ending June 30:

2024	\$ 3,231,230
2025	3,353,965
2026	3,350,813
2027	4,030,118
2028	4,136,552
Thereafter	<u>136,439,285</u>
Total minimum lease payments	154,541,963
Present value discount	<u>(63,700,087)</u>
Present value of lease liabilities	90,841,876
Current portion	<u>(419,049)</u>
Lease liabilities, less current portion	<u>\$ 90,422,827</u>

Rent expense under both leases for the years ended June 30, 2023 and 2022 was \$4,258,489 and \$4,077,589.

Operating lease cost	\$ 1,242,135
Short-term lease cost	<u>4,258,489</u>
	<u>\$ 5,500,624</u>

10. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and restricted cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. At June 30, 2023 and 2022, approximately \$877,000 and \$1,538,000 of cash and restricted cash was maintained with an institution in excess of FDIC limits.

11. Concentration of Revenue and Support

The School receives a substantial portion of its support and revenue from the New York City Department of Education. For the years ended June 30, 2023 and 2022, the School received approximately 90% and 82% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

12. Contingency

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursement. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

13. Employee Retention Credit Receivable

During 2022, the School qualified for the Employee Retention Credit ("ERC"), which is a refundable payroll tax credit for employers who had operations fully or partially suspended due to orders from a governmental authority or whose revenues decreased by a specific threshold. When eligible, an entity can claim a refund in excess of the payroll taxes paid based upon the amount of qualified wages and health insurance paid. Because the amount of the credit is in excess of the payroll taxes paid, the ERC is considered a conditional government grant. The School has recognized the ERC revenue and corresponding receivable in the amount of \$473,013 for the year ended June 30, 2022. The ERC revenue is included in the accompanying statement of activities, and the corresponding receivable is included in the accompanying statements of financial position.

14. Paycheck Protection Program Loan Payable

On May 3, 2020, the School qualified for and received a loan pursuant to the Paycheck Protection Program ("PPP"), a program implemented by the U.S. Small Business Administration ("SBA") under the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), from a qualified PPP lender, for an aggregate principal amount of \$1,279,500 (the "PPP Loan"). The PPP Loan bore interest at a fixed rate of 1.0% per annum, with the first six months of interest deferred, had a term of two years, and was unsecured and guaranteed by the SBA. The principal amount of the PPP Loan was subject to forgiveness under the PPP upon the School's request to the extent that the PPP Loan proceeds were used to pay expenses permitted by the PPP, including payroll costs, covered rent and mortgage obligations, and covered utility payments incurred by the School. The School applied for full forgiveness of the PPP Loan with respect to these covered expenses.

On August 30, 2021, the PPP Loan was forgiven in full by the SBA. The loan forgiveness of \$1,279,500 is included on the accompanying 2022 statement of activities under gain on forgiveness of Paycheck Protection Program loan.

15. Economic Injury Disaster Loan Payable

On June 2, 2020, the School qualified for and received a loan pursuant to the Economic Injury Disaster Loan Program (the "EIDL Program"), a program implemented by the U.S. Small Business Administration under the Coronavirus Aid, Relief, and Economic Security Act, from a qualified EIDL Program lender, for an aggregate principal amount of \$150,000 (the "EIDL loan"). The EIDL loan bears interest at a fixed rate of 2.75% per annum. Monthly installment payments including principal and interest of \$641 began twelve months from date of loan and matures June 2, 2050. The EIDL loan is secured with a security interest in the School's tangible and intangible personal property, and is guaranteed by the U.S. Small Business Administration. EDIL program loan proceeds are to be used solely as working capital to alleviate economic injury caused by disaster occurring in the month of January 2020 and continuing thereafter.

Hellenic Classical Charter Schools

Notes to Financial Statements
June 30, 2023 and 2022

15. Economic Injury Disaster Loan Payable (*continued*)

The future minimum payments under the loan are as follows for the years ending June 30:

2024	\$	3,713
2025		3,816
2026		3,923
2027		4,032
2028		4,144
Thereafter		<u>127,942</u>
		147,570
Current portion		<u>(3,713)</u>
Long term portion	\$	<u><u>143,857</u></u>

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Hellenic Classical Charter Schools

Supplementary Information

June 30, 2023

Hellenic Classical Charter Schools

Schedule of Activities by School
Year Ended June 30, 2023

	HCCS - PS	HCCS - SI	Total
REVENUE AND SUPPORT			
State and local per pupil operating revenue	\$ 8,923,824	\$ 5,856,536	\$ 14,780,360
State and local per pupil facilities funding	-	1,719,218	1,719,218
Universal pre-kindergarten	184,200	221,202	405,402
Federal grants	550,307	631,432	1,181,739
Federal IDEA and E-rate	50,955	113,842	164,797
State and city grants	36,587	66,914	103,501
Contributions and grants	213,711	61,354	275,065
Other revenue	130,479	4,021	134,500
Total Revenue and Support	10,090,063	8,674,519	18,764,582
EXPENSES			
Program Services			
Regular education	6,875,936	4,941,694	11,817,630
Special education	2,245,660	1,931,528	4,177,188
Total Program Services	9,121,596	6,873,222	15,994,818
Supporting Services			
Management and general	1,651,910	1,646,895	3,298,805
Fundraising	42,388	37,021	79,409
Total Expenses	10,815,894	8,557,138	19,373,032
Change in Net Assets	(725,831)	117,381	(608,450)
NET ASSETS, WITHOUT DONOR RESTRICTIONS			
Beginning of year	10,892,420	220,193	11,112,613
End of year	\$ 10,166,589	\$ 337,574	\$ 10,504,163

See independent auditors' report

Hellenic Classical Charter Schools

Schedule of Functional Expenses - HCCS - PS
Year Ended June 30, 2023

	No. of Positions	Program Services			Management and General	Fundraising	Total
		Regular Education	Special Education	Total			
Personnel Services Costs							
Administrative staff personnel	11	\$ 431,141	\$ 111,831	\$ 542,972	\$ 531,153	\$ 24,327	\$ 1,098,452
Instructional personnel	73	3,355,195	1,148,673	4,503,868	-	-	4,503,868
Non - instructional personnel	6	-	-	-	340,679	-	340,679
Total Personnel Service Costs	90	3,786,336	1,260,504	5,046,840	871,832	24,327	5,942,999
Fringe benefits and payroll taxes		1,036,257	346,575	1,382,832	239,709	6,688	1,629,229
Retirement		61,311	20,506	81,817	14,183	396	96,396
Legal services		26,714	8,934	35,648	6,179	172	41,999
Accounting and auditing services		31,336	10,480	41,816	56,163	202	98,181
Other professional and consulting services		203,339	53,087	256,426	26,163	730	283,319
Building and Land Rent		826,635	276,467	1,103,102	191,220	5,336	1,299,658
Repairs and Maintenance		86,618	28,969	115,587	20,037	559	136,183
Insurance		49,460	16,542	66,002	11,441	319	77,762
Utilities		120,210	40,204	160,414	27,807	776	188,997
Supplies and materials		138,576	23,435	162,011	-	-	162,011
Equipment and furnishings		11,466	1,939	13,405	6,635	-	20,040
Staff development		11,205	2,523	13,728	878	25	14,631
Marketing and recruiting		19,436	6,501	25,937	4,496	125	30,558
Technology		10,043	1,698	11,741	38,654	-	50,395
Student service		51,889	14,246	66,135	7,654	214	74,003
Office expense		64,156	19,020	83,176	37,580	319	121,075
Depreciation and amortization		315,816	105,624	421,440	73,055	2,038	496,533
Other		25,133	8,406	33,539	18,224	162	51,925
Total Expenses		\$ 6,875,936	\$ 2,245,660	\$ 9,121,596	\$ 1,651,910	\$ 42,388	\$ 10,815,894

See independent auditors' report

Hellenic Classical Charter Schools

Schedule of Functional Expenses - HCCS - SI
Year Ended June 30, 2023

	No. of Positions	Program Services			Management and General	Fundraising	Total
		Regular Education	Special Education	Total			
Personnel Services Costs							
Administrative staff personnel	8	\$ 364,735	\$ 101,967	\$ 466,702	\$ 376,322	\$ 16,110	\$ 859,134
Instructional personnel	38	1,638,622	700,647	2,339,269	-	-	2,339,269
Non - instructional personnel	5	-	-	-	273,007	-	273,007
Total Personnel Service Costs	<u>51</u>	<u>2,003,357</u>	<u>802,614</u>	<u>2,805,971</u>	<u>649,329</u>	<u>16,110</u>	<u>3,471,410</u>
Fringe benefits and payroll taxes		448,710	180,761	629,471	146,239	3,628	779,338
Retirement		18,002	7,252	25,254	5,867	146	31,267
Legal services		41,014	16,522	57,536	13,367	332	71,235
Accounting and auditing services		21,435	8,635	30,070	40,874	173	71,117
Other professional and consulting services		91,700	30,209	121,909	15,781	392	138,082
Building and Land Rent		1,855,449	724,288	2,579,737	556,156	13,798	3,149,691
Repairs and Maintenance		66,082	26,621	92,703	21,537	534	114,774
Insurance		29,368	11,831	41,199	9,571	237	51,007
Utilities		99,231	39,975	139,206	32,340	802	172,348
Supplies and materials		110,218	27,257	137,475	-	-	137,475
Equipment and furnishings		3,974	983	4,957	15,387	-	20,344
Staff development		7,880	1,949	9,829	-	-	9,829
Marketing and recruiting		12,954	5,218	18,172	4,222	105	22,499
Technology		27,684	6,846	34,530	78,155	-	112,685
Student service		11,684	3,122	14,806	487	12	15,305
Office expense		19,108	7,697	26,805	22,348	155	49,308
Depreciation and amortization		66,591	26,826	93,417	21,703	538	115,658
Other		7,253	2,922	10,175	13,532	59	23,766
Total Expenses		<u>\$ 4,941,694</u>	<u>\$ 1,931,528</u>	<u>\$ 6,873,222</u>	<u>\$ 1,646,895</u>	<u>\$ 37,021</u>	<u>\$ 8,557,138</u>

See independent auditors' report

Hellenic Classical Charter Schools

Uniform Guidance
Schedules and Reports

June 30, 2023

Hellenic Classical Charter Schools

Schedule of Expenditures of Federal Awards Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
U.S. Department of Education				
Pass-Through New York State Education Department:				
Title I Grants to Local Educational Agencies	84.010	0021234357	\$ -	\$ 108,997
Title I Grants to Local Educational Agencies	84.010	0021235685	-	37,186
			-	<u>146,183</u>
Charter Schools	84.282	0089231045	-	<u>507,488</u>
Supporting Effective Instruction State Grants (Formerly Improving Teacher Quality State Grants)	84.367	0147234357	-	17,119
Supporting Effective Instruction State Grants (Formerly Improving Teacher Quality State Grants)	84.367	0147235685	-	7,153
			-	<u>24,272</u>
Student Support and Academic Enrichment Program	84.424	0204234357	-	10,000
Student Support and Academic Enrichment Program	84.424	0204235685	-	10,000
			-	<u>20,000</u>
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II	84.425D	5891-21-4357	-	183,025
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II	84.425D	5891-21-5685	-	8,220
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP	84.425U	5880-21-4357	-	231,166
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP	84.425U	5880-21-5685	-	61,385
			-	<u>483,796</u>
Total U.S. Department of Education			-	<u>1,181,739</u>
Total Expenditures of Federal Awards			<u>\$ -</u>	<u>\$ 1,181,739</u>

See independent auditors' report and notes to schedule of expenditures of federal awards

Hellenic Classical Charter Schools

Notes to Schedule of Expenditures of Federal Awards
Year Ended June 30, 2023

1. **Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Hellenic Classical Charter Schools (the "School"), under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets or cash flows of the School.

2. **Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. **Indirect Cost Rate**

The School has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Independent Auditors' Report

**Board of Trustees
Hellenic Classical Charter Schools**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Hellenic Classical Charter Schools (the "School") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 12, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

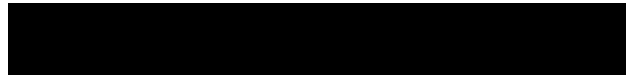
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Harrison, New York
October 12, 2023

**Report on Compliance for Each Major Federal Program and Report on Internal Control
Over Compliance Required by the Uniform Guidance**

Independent Auditors' Report

**Board of Trustees
Hellenic Classical Charter Schools**

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Hellenic Classical Charter School's (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

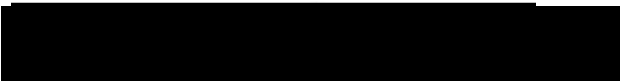
Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Harrison, New York
October 12, 2023

Hellenic Classical Charter Schools

Schedule of Findings and Questioned Costs
Year Ended June 30, 2023

Section I - Summary of Auditors' Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

_____ yes X no

Significant deficiency(ies) identified?

_____ yes X none reported

Noncompliance material to the financial statements noted?

_____ yes X no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

_____ yes X no

Significant deficiency(ies) identified?

_____ yes X none reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required

to be reported in accordance with 2 CFR 200.516(a)?

_____ yes X no

Identification of major federal programs:

Federal Assistance Listing Number(s)

Name of Federal Program or Cluster

84.425D

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II

84.425U

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

X yes _____ no

Section II – Financial Statement Findings

During our audit, we noted no material findings for the year ended June 30, 2023.

Section III – Federal Award Findings and Questioned Costs

During our audit, we noted no material instance of noncompliance and none of the costs tested which were reported in the federal financially assisted programs are questioned or recommended to be disallowed.

Section IV – Prior Year Findings

There were no findings in the prior year.

Board of Trustees
Hellenic Classical Charter Schools

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of Hellenic Classical Charter Schools (the "School") as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.


A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses as defined above.

This communication is intended solely for the information and use of management, the audit committee, the Board of Trustees, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by the personnel of the School during the course of our audit.


Harrison, New York
October 12, 2023



P.O. Box 191
Waterbury, CT 06720-0191

HELLENIC CLASSICAL CHARTER SCHOOL
ESCROW ACCOUNT
646 5TH AVE
BROOKLYN NY 11215-5401

Contact Us

- Client Services 800.482.2220
- Mailing Address P.O. Box 191
Waterbury, CT 06720-0191
- Online Access websterbank.com

SUMMARY OF ACCOUNTS

ACCOUNT TYPE	ACCOUNT NUMBER	ENDING BALANCE
COMMERCIAL CHECKING WITH ANALYSIS	██████████	\$100,000.00

COMMERCIAL CHECKING WITH ANALYSIS - XXXXXX1901

Account Summary

Date	Description			
09/01/2023	Beginning Balance	\$100,000.00	Average Ledger Balance	\$100,000.00
	0 Debit(s) this period	\$0.00	Average Available Balance	\$100,000.00
	0 Credit(s) this period	\$0.00		
09/30/2023	Ending Balance	\$100,000.00		

Transaction Activity

Transaction Date	Description	Debits	Credits	Balance
09/01/2023	Beginning Balance			\$100,000.00
	No activity this statement period			
09/30/2023	Ending Balance			\$100,000.00

Daily Balances

Date	Amount
08/31/2023	\$100,000.00

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Returned Item Fees	\$0.00	\$0.00
Total Overdraft Fees	\$0.00	\$0.00

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HELLENIC CLASSICAL CHARTER SCHOOLS

KNOWLEDGE • WISDOM • TRUTH



HCCS - PS Annual Report 2022-2023

Entry 4c – Additional Financial Documents

Christina Tettonis
Superintendent of Schools

Joy Petrakos
Chief of Operations

Natasha Caban
Principal, HCCS-PS

Cathy Kakleas
Principal, HCCS-SI

Charles Capetanakis, Esq.
Chairman

Nikolaos Leonardos
Treasurer

Harvey Newman
*Secretary
Educational Chairman*

Dean Angelakos
Board Member

Effie Lekas
Board Member

Nikiforos Mathews, Esq.
Board Member

Grazia Svokos
Board Member

Liana Theodoratou, Ph.D
Board Member

Bianca Rajpersaud
Board Member

Frank Macchiarola, Ph.D
(1941 – 2012)
Advisory Board Member

1. Management Letter – submitted
2. Federal Single Audit – Included with FS
3. CSP Agreed Upon Procedures – N/A
4. Evidence of escrow – submitted
5. Corrective Action Plan – N/A There were no audit findings

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes **No**

If **Yes**, please describe the nature of your relationship and if 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, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

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

-

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Nikolaos Leonardos

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

My niece is employed by HCCS. I have recused myself from any actions concerning her employment.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

N/A

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

N/A

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.

N/A

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

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

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Business Telephone:

[Redacted]

Business Address:

[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted]

7/19/23

Signature

Date

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes **No**

If **Yes**, please describe the nature of your relationship and if 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, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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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

-

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**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

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4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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Yes No

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

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None

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

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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

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Home Address:

Signature

Date

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- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Spiros Moustakas

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

N/A

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

N/A

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

N/A

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.

N/A

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

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

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Business Telephone:

[Redacted]

Business Address:


[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

Home Address:

Signature  Date 7-19-23

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Dean Angelakos

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if 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, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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None

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Business Telephone:

[Redacted]

Business Address:

[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted]

7/27/2023

Signature

Date

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- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Dr. Liana Theodaratou

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

N/A

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

N/A

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

N/A

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.

N/A

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

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None

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] 7/27/2023
Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Harvey Newman

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

N/A

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

N/A

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

N/A

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.

N/A

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

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Business Telephone:

Business Address:

N/A

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted]

Signature

July 14, 2023

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Nikiforos Mathews

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

N/A

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

N/A

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

N/A

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Yes No

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

N/A

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Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

2/13/23

Signature

Date

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- Digitally certified PDF signature
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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Effie Lekas

Name of Charter School Education Corporation:

Hellenic Classical Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

N/A

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

N/A

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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Yes No

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

N/A

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Business Address:

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E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted Signature] 7/14/2023
Signature Date

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last revised 04/2022

**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 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	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 2 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, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS
SCHOOL BOARD MEETING
HELD ON NOVEMBER 22, 2022 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	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

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 five Board members present at the Board meeting as such having quorum.

Mr. Capetanakis motions to revise the agenda to add a new agenda item. The acceptance of Spiros Moustakas as a Board member. Mrs. Lekas, seconds the motion. All in favor. Motion carries unanimously.

The first item on the agenda is the approval of the minutes of the meeting on October 26, 2022. On a motion made by Mr. Newman and seconded by Dr. Theodoratou, the minutes were unanimously approved.

Mr. Capetanakis explained that the Board previously accepted a Board resolution to acquire a new facility at HCCS-Staten Island and that a written resolution was required by NYSED. Mrs. Petrakos circulated the Board Resolution to the Board. Mr. Capetanakis motions to adopt the resolution. Mr. Newman seconds the motion. Mr. Capetanakis asked Mrs. Petrakos to explain the request from NYSED. Mrs. Petrakos reported that we received notice from Dr. Lisa

Long, Executive Director of the NY State Education Department asking about the new facility. Dr. Long sent an email stating that we are required to submit a charter revision pertaining to the acquisition of the new facility. Part of the process to submit this charter revision is a Board resolution that states the summary of the plan and the approval. The resolution states that we had an open meeting on September 29, 2020 approving the Bond financing. There were six Board members present and a quorum was declared. The charter revision will be submitted by the deadline, December 1, 2022. After SED receives and reviews the charter revision request, they will come in to inspect the facility to make the official approval. The facility has to be officially approved by NYSED in order to occupy the premises. This is a non-material change because we are not moving out of the district or going to another borough. Mr. Capetanakis asked if there is any further discussion. There being no further discussion the motion carried unanimously.

Mr. Capetanakis motions for the approval of a new school board member, Spiros Moustakas to join the HCCS School Board. Dr. Theodoratou seconds the motion. There being no discussion the motion carries unanimously. Mr. Moustakas accepts. He is honored and looks forward to working with everyone in the future. Mrs. Tettonis congratulates Mr. Moustakas.

Mrs. Tettonis thanks Mr. Capetanakis for joining them at the Fun Run. It was a wonderful event she states. She wished everyone a Happy Thanksgiving.

Mrs. Tettonis reported that students are thriving, teachers are working hard and everyone is getting ready for the renewal. She has a meeting with Michael Kohlhagen from CEI to discuss both HCCS-PS and HCCS-SI renewals. It is a tedious process that needs to begin now. The submission of the applications are due on August 16, 2023. She expects onsite visits and lots of cooperation from everyone. She asked if there were any questions. There were none.

Mrs. Tettonis further reported that they are having a leadership team retreat on December 1st, 2022 for half a day in HCCS-PS for both schools. This includes the instructional leadership team. They will meet in HCCS-PS and they will have data drill downs.

Mrs. Tettonis informed the Board that in her report she included data that was requested by Mr. Leonardos from the previous Board meeting. He specifically asked for a comparison between 2019-2022. She reported that there are significant gaps between 2019-2022. She cautioned the Board when looking at this report you cannot compare each year because of the pandemic. She said to please keep in mind the different home circumstances that each child must have had. In addition to that there was no testing in 2020. It is difficult to compare. She expressed the significant gap. The good news is that she is very proud of the student subgroup data of 2022 for State assessments for black, Hispanic and English Language Learners. We have exceeded every single section. She is really proud of the work.

Mrs. Tettonis reminded the Board that there are interim assessments three times a year. The students have completed the first interim assessment (NWEA). It is a growth scale. These results are also included in the report by grade and by class.

She wants everyone to know there are many things happening in both schools. Both schools will be having their Holiday Spectacular Shows on December 22, 2022. Each school will be having two performances. One will be at 9:30 a.m. and the second at 1:30 p.m.

A newly hired Greek dance teacher will begin in Park Slope on Monday, December 5th, 2022. His name is Dimitri Carabas.

AGT and NHDF have begun preparing for their research and trips to Greece. Dena Capetanakis, Maria Bonakis and Mrs. Tettonis are going to Greece with the students in January. Maria Bonakis and Per Jansen are going in February.

OXI Day Performances and Parent Teacher Conferences were both very successful.

There are two galas coming up in April for both schools. Dena Capetanakis and both PTA's are working hard.

The SED report was submitted on November 1st which included the HCCS Financial Audits.

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

The next Board meeting will be held via Zoom Conferencing on December 21, 2022 at 9:30 a.m.



Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON December 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
Grazia Svokos	Member
Bianca Rajpersaud	Member
Dean Angelakos	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Operations Manager

ABSENT

Dr. Liana Theodoratou	Member
Nik Mathews	Member
Cathy Kakleas	Principal HCCS-SI
Christina Portelos	Director of Finance & Operations

Mr. Capetanakis chaired the meeting. Joy Petrakos acted as recorder. There were eight Board members 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 22, 2022. On a motion made by Mr. Newman and seconded by Mrs. Lekas, the minutes were unanimously approved.

Mr. Capetanakis congratulated Mrs. Tettonis on her thorough Superintendent report. He asked the Board if there were any questions. There were none. Mr. Capetanakis informed the Board that the annual holiday party that was held on Friday, December 16th, 2022 had great energy. Mr. Leonardos added that there were so many new faces along with the old faces. Mrs. Tettonis thanked them both for coming.

Mr. Newman brought to the Board's attention that social media has featured the drop in school enrollments and waitlists. There are charter schools that have closed because of drop in enrollment as well as other various reasons. He said that the best schools are hemorrhaging and there is a lot of speculations as to why. Mr. Newman suggests there should be a discussion to strategize to reach out to the parents that are in these schools that are phasing out and are in serious need of help. He asks that we think about this for the next school year and how we can reach out to these parents. Mr. Leonardos

adds that this might be an opportunity to annex other schools. Mr. Newman thinks we should conduct surveys to see what is going on. He would not want to take over another school but he says we are here to serve the community. Mr. Leonardos states that if we have an opportunity to do something and we don't take it we will regret it. Mr. Newman recommended that we reach out to the appropriate officials and act rapidly. Mr. Newman asked Mrs. Tettonis what her opinion is.

Mrs. Tettonis stated that she does not know which schools are closing and it would be useful to call the Charter Center to get the information. Mr. Capetanakis suggests we reach out to Erik Joerss. He does their government relations. Mr. Capetanakis added that the Governor is going to put in her budget that the cap should be lifted. Mr. Newman stated that if we know that charters are declining, and we know that public schools are declining he believes this will put pressure on the UFT to further go against charter schools. He believes that they will become more aggressive than ever addressing charter schools. The city is in serious trouble with their budgets. The biggest budget in the city is the public school system. If they haven't cut the school system yet they will have to cut it. Mr. Moustakas asked if there will be capacity issues now that students will be leaving charter schools and potentially going into the public school system. Mr. Newman answered that they have changed construction plans on school buildings because of the decrease in population. Mr. Moustakas added that this is interesting with the influx of immigrants that have arrived. Mr. Newman also states that the team understand what breakage means. When you lose ten percent of your students it becomes very hard to sustain a budget in a school. Also, this decline has been masked by COVID money.

Mrs. Petrakos states that in previous conversations they have heard about this challenge in District 15 and how many schools are losing at least 13-15% of their student body. She wants our parents to know that in HCCS-SI we have zero decline and a waitlist and in HCCS-PS we have a two percent decline in only kindergarten and that is because there was a mass exodus of families that left the City and State of New York with the pandemic. At the beginning of the year at HCCS-PS we were down about eighteen students. We have been recruiting and doing everything we could to bring in students. Today, we are registering a new student. We are down two percent in kindergarten only. Mr. Newman states that is close to \$200,000.00. Mr. Leonardos asked if the two percent was of the total population of the school or of just the kindergarten classes. Mrs. Petrakos answered that it is of the total population. We need to register about ten more students. Grades 1st through 8th are full with a waitlist. Mrs. Petrakos continued to report that many people have moved and we have exhausted the wait list. We currently have families asking to come in now. Families outside of the district are now wanting to come in.

Mr. Newman stated that people of the lowest levels are taking a long term view of the education for their children and opting out of the city. This is one of the theories of what is happening. People are exiting the city because of what is happening system wide.

Mr. Leonardos asked if this is coincidence. He added if this is because of the economy or because of the pandemic. Mr. Newman answered that he was at a meeting where this was a discussion. District 15 schools are hemorrhaging but real estate is going up. One of the interesting theories are that the uncertainty of leadership in NYC and the ability of parents to make plans had a severe impact on their future planning. Parents want to move to a state where there is a certainty that their child will be in a school all day.

Mr. Leonardos takes the position of what can we do to hold them and to bring more students in.

Mr. Newman says that this is also a marketing issue. We should get out a message that we are a PreK through 8th grade school. We need to say, look at where our graduates went and promote that. Your child will be taken care of. When parents have that feeling they will stay in our schools.

Mr. Petrakos agrees with Mr. Newman's comment about marketing and informed the Board that we have increased our marketing for all of the reasons being discussed today. We are now advertising in Brooklyn Parent Magazine, which we were not doing in the past and we are still advertising in the El Specialito, which is the local Spanish newspaper. We are hoping to receive new applicants starting in January of students that have migrated here. At our open house meetings, we emphasize that we have a robust program, that we are a Pre-K – 8th grade school and have an amazing ESL team. We are trying, we hear you and we agree with the Board.

Mr. Leonardos asked if we can introduce an earlier registration for Park Slope? Offer an incentive that if you register now you will automatically get a seat for next year. Mrs. Petrakos answered that we take students at any time of the year if there is an open spot. Mrs. Petrakos informed the Board that students receive a seat through a lottery which takes place after April 1st. Mr. Leonardos is recommending to do an early decision. Mrs. Petrakos further explained that the lottery generates names.

Mr. Newman asked Mrs. Tettonis to put together a strategy that you think will work and present it to the Board. Mrs. Tettonis states that this is great and we need to be a team and strategize together.

Mr. Leonardos asked what happens if we are short \$200,000.00 at the end of the year? Mrs. Petrakos answered that we report every two months to the State. This way the correct numbers are reported. At the end of the year we do a reconciliation report if there are any discrepancies of the ins and outs we go back where they owe us. At the end of the year we reconcile. Mr. Leonardos asks if we think it will be a wash. Mrs. Petrakos answered that it would be for the months of July-September where there would be a discrepancy. In that period of time we bill for 498 students after that the numbers were corrected.

Mrs. Tettonis, states that right now we contracted with CEI for our renewal application. On January 3rd, we are meeting with the team that was put together for us. It might be a good idea to ask the team if they have any new ideas for recruitment. Mr. Newman asked if all of our Pre-K students get a seat in our Kindergarten class. Mrs. Petrakos said yes they matriculate to Kindergarten.

Mrs. Tettonis reported that HCCS-SI has a robust waitlist, and every class is full. We will reach out to the charter schools that are closing and have those students apply here. She will come up with a plan and present it and the next Board meeting.

Mr. Moustakas added that one of the keys is in the report and it will take some research and some legwork to get our arms around the variables with our own solutions that are contributing to the conditions that currently exist and we foresee. He asked if we can forecast the influx of incoming immigrant population.

Mr. Newman asked Mrs. Petrakos if we are getting applications from Red Hook? Mrs. Petrakos answered that she is part of a COO group and in discussion she receives information that the immigrants are applying everywhere. All schools are getting a good amount. She cannot give a specific number.

Mrs. Svokos added that a simple brochure in both English and Spanish that educates not only about us but about the process. As a child of immigrants, it is very difficult to navigate the NYC public school system. She recommends that we hand it out to our parents to give out to friends and family. Also, contact reporters that this is a story. We are successful and this is how we are doing it. Mr. Newman loves this idea. Mrs. Petrakos states that she will ask our ESL coordinator Ms. Stephanie Houry to create a brochure in English and Spanish.

Mrs. Tettonis stressed her concern that we still do not have a science teacher. We have exhausted every possible opportunity. She has networked, they have advertised and have spoken to anyone and everyone. They have reached out to universities. Teacher recruitment is an issue right now. We have received few resumes. It is a talent issue. Mr. Capetanakis informed Mrs. Tettonis that this is going on in every industry. Mr. Moustakas suggested reaching out to retirees. Mrs. Tettonis said if we know of anyone to please let her know. Mr. Leonardos suggested looking for a part time person. This might make the position more appealing. Mrs. Tettonis also informed the Board that our librarian moved to New Jersey. Mr. Newman asked if you looked at your present staff and if you have someone who you think would be interested and if they are to incentivize their doing it. Mrs. Tettonis said that we did this with Math. The problem is that middle school science is not something that everyone wants to do. Mrs. Bader and Ms. Mousouroulis have been filing in the gap. This cannot be sustained. Mrs. Rajpersaud suggested that we partner with CUNY schools to find a science teacher. Mrs. Tettonis states that we have reached out to Brooklyn College. She is willing to reach out to CSI. Mrs. Tettonis will also be reaching out to Buffalo.

Mrs. Lekas asked if there is a date for the opening for HCCS-SI. Mrs. Petrakos answered that there is no date set as of yet.

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

The next Board meeting will be held via Zoom Conferencing on January 26, 2023 at 9:30 a.m.


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, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON OCTOBER 26, 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
Grazia Svokos	Member
Bianca Rajpersaud	Member
Spiros Moustakas	Prospective Member
Christina Tettonis	Superintendent
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
Dean Angelakos	Member
Nik Mathews	Member
Joy Petrakos	Chief of Operations

Mr. Capetanakis chaired the meeting. Christina Portelos 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 29, 2022. On a motion made by Mr. Leonardos and seconded by Ms. Svokos, the minutes were unanimously approved.

The second item on the agenda is the approval of the Financial Policies and Procedures Manual on the agenda. Mr. Capetanakis entertains a motion to adopt the approval of the Financial Policies and Procedures Manual. Mr. Newman seconds the motion. There being no discussion the motion carries unanimously.

There being no unfinished business, Mr. Capetanakis asked to go into executive session. Mrs. Svokos seconds the motion. The meeting went to executive session at 9:46 a.m.

Meeting resumes at 10:30 a.m.

Mr. Leonardos informed the public that there were no votes were taken during the executive session.

Mrs. Tettonis reported to the Board that HCCS-PS and HCCS-SI exceeded the NYS and NYC Exam in both Districts in both ELA and Mathematics. She applauded both leadership teams, the parents and especially the students for all of their hard work.

Mr. Leonardos asked for an analysis of how the scores compared to pre-pandemic. Mrs. Tettonis will prepare this for him. But she stressed that the pandemic did affect the students and there are gaps.

Mrs. Kakleas reported that the open houses were very successful. Applications are coming in every day. She continued to report that the construction is moving forward. Tiles are being installed in the hallway and the bathrooms and windows are being installed. Turf is also being installed in the playground. The church has rented a lift to replace the gym lights.

Mrs. Tettonis added that HCCS-PS will be going to Greece twice this year. The National History Fair students will be going in January to research Dr. Georgiou Papanikolaou. The Ancient Greek Theatre Club (AGT) will be going in February to research Antigone which they will be performing in May. We are very excited, she added. Mrs. Tettonis will be attending the NHD trip in January.

Mrs. Caban reported that we are preparing for high school admissions. We have already had two high school eighth grade meetings with the families and one for the seventh grade families. This year the criteria has changed for acceptances. Students will be put in tiers based on their averages. Fifteen percent is based on averages and that is how they will receive their high school acceptances. Our students are being prepared for the SHSHAT exam in November. They are also taking the TACHS exam as well. Transcripts are being put together. She believes that most of our families will be leaning towards the private sector. Mrs. Caban showed the slides from the high school meeting showing the Board the breakdown of high school acceptances. Twenty-two students have been taking the prep course. Students are preparing brag sheets for the teachers to write their recommendation letters.

Mrs. Caban added that one of the second grade teachers resigned and we are now transitioning in a new teacher into the position. We will make the transition smooth for the children.

There being no unfinished business, Mr. Leonardos asked for a motion to adjourn. The motion to adjourn was made by Mrs. Svokos seconded the motion. The meeting was adjourned at 10:35 a.m.

The next Board meeting will be held via Zoom Conferencing on November 22, 2022, at 9:30 a.m.


Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON JANUARY 26, 2023 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Nikolaos Leonardos	Treasurer
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
Christina Portelos	Director of Finance & Operations
Stacy Kokkoros	Operations Manager

ABSENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Dean Angelakos	Member
Nik Mathews	Member

Mr. Leonardos 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 21, 2022. On a motion made by Mr. Moustakas and seconded by Mrs. Svokos, the minutes were unanimously approved.

Mrs. Tettonis wished everyone a happy new year. She thanked Mrs. Lekas for her annual tradition of donating “vasilopites” to each class. The students loved it. She continued by thanking Mr. Moustakas for attending the annual holiday show along with NYSED Executive Director, Dr. Lisa Long. She asked Mr. Moustakas for his impressions.

Mr. Moustakas stated that as a father of a little girl who has been to a couple of these holiday shows he was very impressed with the choreography and the overall talent and unique songs that every grade had. He liked the overall way it was professionally done. It was a unique experience and he recommends everyone to attend a show in the future. You can tell the amount of work that the teachers put into it, he added. It was evident from the enthusiasm of

the audience. He looks forward to seeing them every year. He also stated that he was able to speak to Dr. Long and he believes that she had similar words of congratulations on how the school was performing. He mentioned that we had one question to Dr. Long about when SED would come do an audit and she did not have a specific date. It was great that we had the opportunity to speak to her after the performance and to make the personal connection.

Mrs. Tettonis added that it was a huge honor to have both Mr. Moustakas and Dr. Long at the show. She congratulated both principals and both teams for their hard work on putting the shows together. She informed the Board that HCCS-PS and HCCS-SI had two shows on the same day and that she and Mrs. Petrakos went to both campuses on that day to see the shows.

She continued to report that Mr. Capetanakis will be hosting a Staten Island Delegation Day in HCCS-SI on Friday, February 10, 2023. More information will follow. She thanked Mrs. Kakleas for hosting this event.

The biggest news is that we have started preparing the charter renewal. Within that she reported that we hired Empire Charter Consultants through an introduction from CEI. Every week, Mrs. Tettonis, Mrs. Petrakos, Mrs. Caban, Mrs. Kakleas and the leadership team will meet with the consultants to prepare the two applications. The applications will be submitted in August. By the end of June, the final draft will be ready for the Board to approve. The site visits will be in the Fall of 2023. In preparation for the applications, she shared in HCCS-SI we were number one in English Language Arts statewide for charters schools that only tested one grade statewide. That is amazing. There were twelve schools that tested statewide, and HCCS-SI was number one. In addition, based on test scores in Staten Island, we were the highest performing school in District 31. This is based on third grade scores only. HCCS-SI also scored 10% higher in Math and 14% higher in ELA.

Mrs. Tettonis reported that in Park Slope we tested grades 3rd – 8th and we scored higher than the district and the city in both ELA and Math. The only other charter schools that scored higher than us was Success, ICahn and the Classical Schools. We are now prepping students for the state exams that are coming up in the Spring. Mr. Leonardos asked if other schools scored higher than HCCS. Mrs. Tettonis answered that she would get him that information.

Mrs. Tettonis further reported that at the previous school board meeting, Mr. Newman had asked to come up with a strategy for student recruitment. We have been working nonstop on it and it is included in her report. We have hired Stephanie Stroud full time. She now has a dual role as ESL Coordinator and Operations Assistant and has been working on these efforts. Mrs. Tettonis stressed that we have been working diligently to make sure our recruitment efforts remain strong.

Since the last school board meeting, HCCS-PS has admitted 4 new students in Park Slope. There are 11 seats available.

Mrs. Tettonis thanked Ms. Rajpersaud for her assistance with the battery storage facility situation on behalf of the families. Ms. Rajpersaud reported that a battery storage facility was going to place containers on Richmond Avenue across the street from HCCS-SI. This would

have been the first time that a project like this would have been put in a residential area specifically on Staten Island. They worked diligently on the back end with Staten Island elected officials and the company felt pressured and they withdrew their application. Ms. Rajpersaud stated that she is still working with the community board to keep an eye on this company. She thanked Mrs. Tettonis and Mrs. Petrakos for helping her with all the calls.

Mrs. Tettonis informed the Board that we went to Greece with the 5 National History Day Fair students from Park Slope. The students studied Dr. Papanikolaou. They interviewed his niece on the island of Aegina, they traveled to Kimi where he grew up, they went to Gennadius Library, and so many other sites. It was amazing. It is so impressive how much the students learn in one week. The documentary is complete and now submitted. The Ancient Greek Theater group will be going in February with Per Janson, Maria Bonakis and Dena Capetanakis as well as the sixteen students. It is tremendous learning experience. One of the reasons that she wanted to go is because we are growing and in two years HCCS-SI will be sending students to Greece and we have to take a look at how we will send so many students to Greece. Until you really experience it is indescribable, she said. Congratulations to the entire team that spends so much time on this. She thanked the donors because without all of the donations this would not be possible. She asked the Board if anyone knows someone who would like to donate to please let them know. She is so proud of the program.

We are gearing up for state testing, promotion in doubt and report cards.

Dena Capetanakis is going to Kansas City and is representing our school at the annual convention for the Diverse Charter Schools Coalition. This year's theme is demanding Equity in Integration.

There will be two Galas this spring. The HCCS-SI gala will be held on Thursday, April 20, 2023 at Arrianna's South in Staten Island and the HCCS-PS gala will be held on Friday, April 28, 2023 at The Dyker Heights Golf Club in Brooklyn.

Mrs. Petrakos presented her Chief of Operations report. She asked that the Board take a look at her report, specifically the enrollment chart per school that shows that we are fully enrolled with the exception of the kindergarten in Park Slope. In the past fifty students is considered full but because we extended the enrollment it should be at fifty-seven, fifty-eight. We are missing about eight to eleven students. We can also fill one or two seats in other grades as well. All in all, we are down eleven students in Park Slope. We were down fifteen students but we did gain four students in the past month since the last school board meeting. We are also reaching out to several families of English Language Learners and Students with Special Needs that are looking to go into first or second grade for September and we are asking them if they would like to apply for the current year. She wants everyone to know that we are continuing our efforts and trying to fill the kindergarten seats. The chart shows the number of students in each grade. She included columns of students with special needs in different categories and English Language Learners.

As you know in HCCS-SI we are fully enrolled. We are currently at 20% with Special Ed students and 11% of English Language Learners. Mrs. Petrakos stated that we are at a 2%

decline in HCCS-PS, which is damaging for our operating revenue, but it is only at a 2% decline because of our recruitment efforts throughout the years. She said she has heard of other schools that are at a decline of ten, twenty or even thirty percent in their enrollment. Our team is working very hard to recruit. It is damaging, but we are grateful that it is not much worse.

She also included with her report our advertisements in El Specialito, the Brooklyn and Staten Island Family and Parent Magazine, NEO magazine, Anamnesis, National Herald and Greek News. This is ongoing. Marketing is over \$50,000 per year. We will continue to enhance it.

As Mrs. Tettonis mentioned, we have a new Operations Assistant, Stephanie Stroud. She is handling recruitment in terms of marketing. She speaks Spanish and has created the brochure that is attached. This brochure is specifically targeting students with special needs and English language Learners. Mrs. Petrakos asked the Board if they need us to do anything further to please let her know. There is also a QR code on the brochure that goes directly to our website. Stephanie Stroud will be visiting local churches and spreading the word and will be working with the New York Charter Center to try to recruit immigrant Ukraine students to our school. These Ukraine students are being brought to centers. Mrs. Stroud asked if she can include our name on this list. She called Eric Joerss for guidance.

Mrs. Stroud is also looking to recruit teachers. She went to a job fair and she brought us eight resumes.

Mrs. Petrakos continued to inform the Board that our Charter Revision was approved. The State needed some clarification and information for the Charter revision and it was done and approved. This is for the facility acquisition for approval from the State before we can occupy the new building in Staten Island. HCCS-SI continues to have monthly meetings with the landlords. The first meeting was on January 5, 2023. It went well. They will continue to strengthen the partnership.

Mrs. Petrakos reported that there was a water lead test conducted on December 28, 2022 in Park Slope and we passed. We are required to have one every five years.

She reported that in Park Slope we budgeted to be at a surplus of one million before depreciation and we are in line with the budget. We are at a two percent enrollment decline in Park Slope. In Staten Island the financials we budgeted to be at a surplus of \$840k before depreciation and we ended the month with a surplus of one million mostly due to timing of expenses. Of course we have a receivable of \$590k on the books from FY 22 related to the amount we believe we are due from the DOE for the rental reimbursement that we have not received yet. So we added that in.

The guidance counselors of both schools and Mrs. Petrakos attended a webinar on student and staff mental health.

The update for the construction project is that the team continues every Tuesday. The building is about 95% complete. The NYC Fire Department paperwork was submitted. We are waiting

for an inspection date. We are working on a few things with the DEP. There is an annual Investors call scheduled for tomorrow for the new building.

Mr. Leonardos asked since the last meeting is there any update as to the TCO? It looks like end of February. We are looking at a March move in.

Mrs. Petrakos further informed the Board that we also extended the builders risk insurance. To March 31st, 2023. It was due to expire.

Mrs. Lekas asked about the Park Slope landlord and potential purchase of more property. Mr. Leonardos answered that there is an ongoing discussion with the corner building. However, the community wants to continue with the project without the corner property.

Mrs. Petrakos asked about the Park Slope improvement project extension, are we going to extend it? Mr. Leonardos answered, yes, the money that we have remaining for the project cannot be transferred to the Staten Island Project. It can only be used in Park Slope.

Mrs. Caban reported that it is very busy in Park Slope. We are getting ready for State testing. Some of the private high school acceptances have come in. Great news, we have a student who received a full academic scholarship from two schools Xavarien and Fontebonne Hall Academy.

We are preparing for monitoring student progress. Identifying students that are at risk of attending summer school or potential hold overs for the next school year. We are contacting families with attendance and lateness issues. We see a connection of students that attendance is not strong to academic progress. Parent teacher conferences are in March. Progress reports have gone out. Public school acceptances will not be out until May or June. We had an amazing science fair. The best yet. Our students presented on their laptops and had PowerPoint presentations. They are ready to take over the world she said.

Mrs. Lekas asked if every student that applied to Catholic schools was accepted. Mrs. Caban confirmed that they did. Mrs. Lekas also stated that the scholarship money was also very impressive. She congratulated Mrs. Caban and the team for their hard work. Mrs. Caban thank her and stated that we always push the bar. There is always room to grow. Mrs. Caban says that we feel confident about Specialized high schools. Mrs. Lekas expressed her gratitude of the accomplishments of this dream team, the administration, the teachers the parents and the students. She stated that the Board is so grateful and appreciative of all your efforts at all times. She has been on the Board of HCCS since day one and just when you think we have reached our best you guys out do yourselves and you reach the next level. The sky is definitely the limit at Hellenic. Every member must be very proud to be serving on this Board.


Mrs. Lekas suggests an in-person retreat for the Board soon.

The Greek parade is on Sunday, April 30, 2023.

Mrs. Kakleas reported that they are moving full steam ahead in HCCS-Staten Island. It is VIP reader week and the volunteers are over whelming. Today we have State Senator Gounardes reading to the first-grade class. She continues to report that progress reports and PID letters have gone out. Teachers have called the parents. They are getting ready for Parent Teacher Conferences. Test prep is going on for third and fourth graders. The sports program is going great. Family participation is wonderful here. We are doing well. Open houses are well attended.

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

The next Board meeting will be held via Zoom Conferencing on February 28, 2023 at 9:30 a.m.


Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS
SCHOOL BOARD MEETING
HELD ON FEBRUARY 22, 2023 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Effie Lekas	Member
Dr. Liana Theodoratou	Member
Grazia Svokos	Member
Dean Angelakos	Member
Spiros Moustakas	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
Anastasia Etimos	Dean of Guidance
Stacy Kokkoros	Operations Manager
Karen Daniels	COO Charter School Business Management
Kamilah O'Brien	Charter School Business Management
Karen Peters	Charter School Business Management

ABSENT

Charles Capetanakis	Chairman
Bianca Rajpersaud	Member
Nik Mathews	Member

Mr. Newman 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 January 26, 2023. On a motion made by Mr. Moustakas and seconded by Dr. Theodoratou, the minutes were unanimously approved.

Mrs. Petrakos began by introducing the Charter School Business Management (CSBM) team. They have been working with Mrs. Petrakos and Mrs. Portelos for the last couple of weeks. As you all know, Christina Portelos has resigned from the Hellenic Classical Charter Schools. Her last day is March 3rd. We want to thank her for her work and everything that she has brought to us with her professionalism and knowledge and want to wish her well on all of her future

endeavors. Having said that Mrs. Petrakos introduced the new finance team, CSBM, that will be taking over the finance department at Hellenic. The operations piece will be managed by Mrs. Petrakos and the operations managers/team. Mrs. Petrakos asked Karen Daniels, the President and COO of CSBM to say a few words.

Karen Daniels thanked Mrs. Petrakos and stated that she is thrilled for the opportunity to work with everyone. She stated that she is the President and COO of Charter School Business Management and they have been around for 17 years. CSBM started out managing the finances for Charter Schools in New York and also New Orleans and have since then expanded to markets all over the United States. What we provide is a do it for you or teach you how to model. So eventually any levels of service in the finance department we can play a role in any department. If you have a team already in place we can step in and provide professional development for your team. We also provide management services which we have been providing HCCS for the past couple of years. We are beyond thrilled to be here and I see many familiar faces. I have always been a huge supporter and am thrilled to join you. We also do grant management services. I have attended many HCCS events and are excited for the opportunity to partner with you. Kamilah O'Brien has also been on the team for seven years and is not new to the charter world. Karen Peters is our lead here as well and has been working in the Charter world for twelve years. Please feel free to ask us any questions.

Mr. Newman thanked her for the explanation and pending the formal vote we are glad that you know the schools and will be part of the process moving forward in both a professional and personal level. This only enhances the ability. Mr. Newman would like to understand the structure of the relationship. He asked who will be the person the team will be working with most directly? How do they interface with the rest of your organization? Ms. Daniels answered that we operate on a team approach. She explained that our Finance Associate, and CSBM team member Franklin will be on the controller level and will be handling the day to day operations. Your strategic partner and the client lead and project manager will be Karen Peters. Kamilah O'Brien will oversee and will work on all the initiatives with Mrs. Petrakos. In addition to that, Gretchen is our Director of Development, and she will be helping with the compliance and grant work, applications, final submissions. You have the support of the whole team, she said. The team is made of CFO's, CPA's, people from public and private accounting. Our motto allows us to leverage their expertise when we need it in reference to the bond deal for example.

Mr. Newman thanked Ms. Daniels. Mr. Leonardos asked about their specializing in grants. He asked if this is part of the contractual services or is this contracted separately. Mrs. Daniels answered that we have already had a grant agreement prior to this new engagement. We are supporting with the CSP grant for HCCS-SI. We are also supporting with the Consolidated Application and the ESSER/ARP grants. This will be supported once everything is in place. We will be playing a larger role in taking over the items that Mrs. Portelos was working on prior. We specialize in the federal grants. We do not do too much work with the private grants.

Mr. Newman asked Ms. Daniels if she had any questions or concerns for the Board. She asked if there is anything that keeps the Board up at night. What are the Board's priorities? She

continued by stating that their role is to keep the Board calm about the school's financials. Mr. Leonardos answered that the biggest issue is to finish the project in HCCS-SI and to get the students into the building. That is our goal right now. The school is doing very well and we are able to meet our obligations.

The Board and all attendees introduced themselves to the new financial team.

Mr. Leonardos motions to approve a contract with CSBM and Hellenic Classical Charter Schools for services rendered from February 23, 2023 until June 20th, 2023 as well as a new contract with CSBM from July 1, 2023 - June 30, 2024. Dr. Theodoratou seconds the motion. Motion carries with a unanimous vote to approve the contractual relationship.

SUPERINTENDENT REPORT

Mrs. Tettonis also welcomed CSBM to Hellenic. She has known Karen Daniels for years and has always admired her expertise and dedication. She is thrilled that her team will be working with us. As she said earlier Ms. Daniels has attended many of our events at the school and she knows Hellenic very well. Mrs. Tettonis wished Mrs. Portelos all the best to her and her family.

Mrs. Tettonis continued by thanking Mr. Capetanakis and Ms. Rajpersaud for hosting Delegation Day in HCCS-SI. They both did tremendous work. She also thanked Mrs. Kakleas, Mrs. Capetanakis and the whole team for putting together a great event. We had many people that attended including Regent Christine Cea and Assemblyman Michael Tannooussis. There were at least thirty representatives and leaders from Staten Island that came to our school. Thank you to Mr. Capetanakis and Ms. Rajpersaud and the New York City Charter School Center for hosting an amazing event.

She also congratulated HCCS-PS National History Day Fair students for winning first place in New York City competition. Our students will now compete on the NYS level. She congratulated Dena Capetanakis for her management of the trip. She is very organized. This trip cannot happen without her and the rest of the team Maria Bonakis, Per Janson and Joy Petrakos.

The Ancient Greek Theater Group just returned from Greece. Same team made it happen. They will be performing ANTIGONE on May 25th, 2023 at 5:00 p.m. Mrs. Capetanakis is preparing the invitations and links to the upcoming events for May and June.

Both schools will have their Greek Independence Day performances on Thursday, March 23, 2023.

The Greek Independence Day Parade will be on Sunday, April 30, 2023.

The Board will be receiving invitations to our two upcoming Galas. HCCS-SI is having theirs on Thursday, April 20th, 2023 and HCCS-PS will be having theirs on Friday, April, 28th, 2023.

Ribbon cutting for the new building in HCCS-SI is being planned.

Mrs. Tettonis continued to report that we are preparing for the charter renewals for both schools. Every Monday, we meet with the team from Empire Charter Consultants.

We are preparing for report cards, Parent Teacher Conferences and promotion in doubt letters are being prepared in both schools. State testing is beginning very soon. Students are in after school for test prep.

Mr. Newman asked if HCCS-SI scored first in New York State? Mrs. Tettonis answered that they were number one in third grade out of ten schools.

HCCS-PS did extremely well in comparison to the local district. They exceeded the city, the state and the district.

Mrs. Tettonis stated that we have to share our participation rates in addition to the scores regarding how many students actually took the test. Our participation rate is currently:
HCCS-Park Slope: 98% in ELA and 98% in Math vs District 15 77%
HCCS-Staten Island: 96% in ELA and 98% in Math vs District 31 88%

Mr. Newman stated that two meetings ago we discussed the recruitment process. He knows that it has become a priority and that we a team to help coordinate this effort. He was happy to hear that it has born some fruit since we began this discussion. We have increased our enrollment in HCCS-PS from down eleven to down seven. Are there any new updates? Mrs. Tettonis answered that we are doing more outreach and marketing and we are preparing a new brochure. Mr. Newman asked Ms. Daniels on some feedback from her about enrollment in other schools.

Karen Daniels answered that overall in New York City enrollment is down. We did see a mass exodus after COVID. Because of the emergency COVID funding ending the schools are making an effort to decrease their expenses and it has been pretty dramatic because the funding will be ending in 2024. Mr. Newman stated that HCCS-SI is full and HCCS-PS was down 17 and we are now down 7. Mr. Newman asked Ms. Daniels, with this information are we doing well in comparison with other charter schools? She answered that we are in an excellent position. That is phenomenal. She sees declines in enrollment in other schools. Schools are making dramatic changes to their budgets. Ten students is phenomenal in comparison to the market. Mr. Newman stated that we have been proactive in recognizing this. Mr. Newman continued to ask what do you attribute to this loss? Ms. Daniels answered that it is the mass exodus to other states after the pandemic. Mr. Newman also asked, in terms of addressing this situation have you seen any initiatives that are worthy of sharing and are successful? Ms. Daniels answered that the one thing that was working with one of her clients was they were able to partner with other Charter schools to fill their gap.

Mr. Newman asked the Board if there are any other questions about this issue.

Mrs. Svokos asked if this is attributed to the flight out of the city or is it a change in attitude about charter schools. Ms. Daniels does not feel that it has anything to do with charter schools.

Mr. Moustakas asked what are the other charter schools doing to deal with the loss. Ms. Daniels answered that in the beginning of the pandemic there was a big push to give staff bonuses to stay and keep everyone on board. At this point where the money is running out and enrollment is going down, they are budgeting more conservatively. They are cutting salaries. This is the only influx that we are seeing.

Mr. Leonardos asked about if any charter schools have collaborated together to meet some of these deficits. If so, how do they work together? Second, are they having any budget cuts? What are they doing exactly, dismissing employees or just not giving increases in the new year or are they eliminating programs. Ms. Daniels answered that as far as how schools are collaborating is to refer students to other schools. If the school does not have a wait list and have exhausted all measures sees if there is any opportunity to come to their school. In regards to the measures that they are taking there is a head count decrease it is tricky. You want to keep the staff that you need as well as keep a balanced budget and not scare off the staff you have to serve your students and not remove any of your programs.

Mrs. Petrakos reported that we have seen some movement in enrollment in Park Slope. We are down in kindergarten. Except for kindergarten all of our other classes are maxed out. In kindergarten we have fifty total, twenty in each class. We are trying to enroll three or four in each class.

How many siblings will be coming into Kindergarten. Mrs. Petrakos reports that the team at Park Slope has been working on recruiting new families for Kindergarten.

Mr. Newman asked Mrs. Kakleas about enrollment in HCCS-SI. Mrs. Kakleas answered that they have over 304 applications for September for all grades. Mr. Newman stated that this is remarkable.

Mrs. Petrakos being that it is Christina Portelos' last board meeting, she would like her to give the summary of the financials.

Mrs. Portelos reported HCCS-SI budgeted for an income of \$925,000 and we ended the month with \$1.1 million. The rental reimbursement has not been fully received yet. She also noted on the balance sheet for HCCS-SI we do have \$300,000 that HCCS-SI borrowed from HCCS-PS. When the per pupil allocation is received that will be returned.

HCCS-PS we did budget for a surplus of \$1.1 million and we are pretty much in line for 498 and we invoiced for 483 students.

At this point Mrs. Portelos thanked Mrs. Petrakos for the opportunity to say a few words to the Board. This is her last Board meeting and this Friday, March 3, 2023 officially as an employee. Mrs. Portelos will continue consulting on the consulting project until the end of next month. She thanked the Board for the opportunity to work with a strong dedicated team. She admires the teams hard work and dedication. She is very happy that CSBM was joined the team to support Mrs. Petrakos and she just wishes the schools continued success.

The board thanked Mrs. Portelos and wished her continued success.

Mrs. Petrakos continued by reporting that the construction at HCCS-SI is going well. We were on the construction call with the construction team. There are a few tweaks that have to be worked on. They hope to get the COO approval to they can move into the site. We had an Investors call which is annual. It went very well.

Mrs. Petrakos thanked Mrs. Portelos for the easy transition. Christina Portelos' departure is a smooth one and she thanked both teams, HCCS and CSBM for all their hard work during the transition.

Mr. Newman thanked Mrs. Petrakos for her report. He expressed the reaction that he had when he read the narrative about the group that Mrs. Capetanakis accompanied to Greece. He feels that the students that traveled to Greece and the work that they did there was meaningful and lifelong memories a student can take. It sounded like a miraculous trip. It would be interesting to see the student's own reaction. Mrs. Capetanakis thanked Mr. Newman and answered that it is was an intense four days starting at 7:00 a.m. and ending at 10:00 p.m. We make it very engaging and fun. Part of what we changed this year was add some student reflections. Mrs. Capetanakis stated that the team is just amazing and the support from administration is wonderful. It is wonderful to attend. NHD in January has five students, five chaperones, Ms. Bonakis, Mr. Per, Mrs. Tettonis and Mrs. Capetanakis. The February trip was the AGT group with fifteen students, fifteen parents and a total group size of thirty-three people. Mr. Newman said that this is amazing. The focus for the first trip was a research project.

Mrs. Capetanakis is the trip coordinator. Mrs. Bonakis spearheads the research piece, Mr. Janson helps coordinate the educational piece with the students. This trips research was based on Dr. Papanikolaou's creation of the pap smear. The research was based on secondary resources in Athens. We went to his home town of Kymi, Evoia where we saw his childhood home and we visited a hospital which was named after him. We also went to the island of Aegina and met with his great niece and she was able to show us firsthand letters and different items that they still had from Dr. George. It was really an amazing trip for the students, their families and the faculty members. They opened up their home for us. We were also able to meet different people with various items that they had from him. Mr. Newman remarked that they are looking forward to hearing from the students. It is a credit to our school that we do these things. It was something extra special.

Mrs. Capetanakis added that for our theater group (AGT) that went on the trip were philhellenes. The feedback was amazing. One of the dads actually brought her to tears on how thankful and appreciative he was for the experience. What we do is handle the logistics. A lot of the parents are fundraising. This trip changed and this trip gave them the opportunity to bond with their children.

There being no unfinished business, Mr. Newman asked for a motion to adjourn. The motion to adjourn was made by Mr. Leonardos. Mr. Lekas seconded the motion. The meeting was adjourned at 10:50 a.m.

The next Board meeting will be held via Zoom Conferencing on March 24, 2023 at 10:45 a.m.

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Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON MARCH 24, 2023 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
Dr. Liana Theodoratou	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
Stacy Kokkoros	Operations Manager
Karen Peters	CSBM Senior Financial Manager

ABSENT

Grazia Svokos	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 meeting on February 28, 2023. Mr. Newman asked for a correction on the minutes. He asked that the time announcing next month's meeting be corrected. It should read 9:30 a.m. not 10:45 a.m. Mr. Newman made a motion which was seconded by Mr. Moustakas. Mr. Capetanakis abstained since he was not present for the meeting. The motion carried.

Mr. Capetanakis informed the Board that Mrs. Tettonis has been invited to give an interview with WCBS radio after today's Board meeting.

Mr. Capetanakis reported that the Superintendent and Chief of Operations reports are quite thorough.

Mr. Capetanakis asked if there were any questions for the Superintendent. Mr. Moustakas asked about teacher retention. Mrs. Tettonis answered that preference sheets will be going out in the next two weeks. Right now we have no information other than teachers are returning in September. Mrs. Tettonis reported that we have hired a science teacher for Park Slope.

Mr. Newman asked Mrs. Tettonis if we are advertising about the test results of our students in both Staten Island and Park Slope to the community. Mrs. Tettonis answered that this was done back in the fall. She stated we released high school admissions where we did outrageously well. Mr. Newman would like for us to focus on the broader community given the recruitment focus that we have. Even if we released the information out earlier he said, there might have been people who did not see it. It might be best to get it out to the consciousness of both communities to hear how outstanding the results have been. He would also like for us to self-promote and get this information out there. Mr. Capetanakis states that the reason that this is important is because the DOE and the Charter Center are losing students and we are not. He states it is important to advocate for us to say that we are not losing students. Mrs. Tettonis said that we are very proud that we exceed the District, the City and the State. Mr. Newman stated that we should inform our community and go beyond our community. He mentioned during our renewal we will be asked about outreach to the community. He suggested putting a press release in a newspaper and or in a circular.

Mrs. Petrakos added that she is looking into digital advertising so that our schools pop up first in news feeds. She received some quotes. We will be adding digital advertising soon.

Mrs. Lekas also added that HCCS will be doing press interviews about how we are a National Blue Ribbon School and that we exceed on retention, test scores, participation and celebrate our victories.

Mr. Moustakas asked if there are any student to student social networks that share their activities and promote our community. Mrs. Tettonis answered that because they are minors we should not do that.

CHIEF OF OPERATIONS

Ms. Petrakos reported that we are close to obtaining the TCO for HCCS-SI. We have a zoom meeting every Friday with the team and receive updates. Mrs. Petrakos reported that we are at the finish line. We have passed the special inspections, the boiler, the fire alarm, standpipe and all other inspections. We are very excited. We are putting the finishing touches on the library, the bulletin boards are up, the floors are finished and are being buffed. Landscapers were on site providing quotes. The parking lot islands located in the middle of the parking lot will have landscaping added. Technology wiring is being prepared for the classrooms. Smartboards are being delivered, everything is looking great. March 31st is the target completion date. The next step will be to have the trailers dismantled and removed from the premises. Once removed the contractors can put the permanent plaque with the established date. The parents got to see the building at the last PTA meeting when we gave a tour of the new building. They were very happy. Mr. Leonardos added that twenty years ago this was a dream that has now become a reality. Third and fourth grades will only be moving into the new building hopefully by the end of April. The second grade will move in September. The new building will only house

grades second – eighth. Mrs. Petrakos spoke with the construction team to make sure that they will finish on a timely manner. She also received a quote for the narrow space between the two buildings. They want over \$25,000. It is 25 x 4 foot space. She said that it is expensive and suggested we install pavers instead.

Mrs. Petrakos further reported that in Park Slope there was tons of furniture that was not being used. They rented a U-Haul truck and took the furniture to Staten Island. This was very helpful.

Mrs. Petrakos reported that they are continuing to plan for work to be done in Park Slope. EDC came and they looked at the improvement areas that we are planning on working on and said that everything looked good. Kelmar, the contractor provided a construction schedule. All the work will begin in July when most of the students will be out of the building. The construction will be soft and mostly outside. There will be a new gate installed, we are redoing the stucco, a new sidewalk all around the building, new tiles on the second and third floors, the storage rooms will be shelved.

Mr. Capetanakis brought to the Board's attention that the Staten Island project has gone over budget. He states that the reason is because of the delays that were caused by the professionals. The main out of pocket costs are the trailers for the 3rd and 4th grades.

Mr. Capetanakis asked to discuss news from the state legislature and the governor's budget. Ms. Rajpersaud reported that the Governor placed in her executive budget to lift the cap for Charters. There has been push back in both houses to lift the cap. She states that we are in the midst of budget negotiations. Last week the Senate released their budget and so did the Assembly. They were both rejected for the cap lift. During this week and next week both the Senate assembly and the executive chamber will be sitting down to negotiate their priorities. From what we are hearing it seems like zombies are the most favorable topic when it comes to Charters. There may be a possible win come April where zombies will be revitalized and that could go to NYC mom and pop charters. The budget is due April 1st. It does not look like we will have it by April 1st. We might have an overdue budget in two weeks. It seems like we will have a win. Mr. Leonardos asked if there will be an increase on the per pupil allocation. Mrs. Rajpersaud answered that this is part of the push back. Mr. Capetanakis said the per pupil funding will be consistent with the Charters appropriate share of the districts spending. He states that we will not be getting the rental assistance for the 67 schools who are not eligible. That is next year's project.

Mr. Newman, thinks that the City is going to fight against any facilities very hard because they have the immigrants coming in who are increasing the cost to the City to almost four billion dollars. That will mitigate against any voluntary or encouraged increase on behalf of the City. On the revenue per student, Mr. Capetanakis indicated that there is a formula based on NYC spending which means there is a lag in this formula. What we get next year is based upon what was expended last year. This could work to our benefit because NYC's budget for education has not decreased but its population has decreased in excess of ten percent so that the capitated expenditure has actually increased which down the line could be to our benefit.

Mr. Leonardos states that in reality there will be vacant buildings. Something needs to happen to provide help. Mr. Newman is looking at the reality of what is happening to the City.

Mrs. Petrakos reported that Karen Peters from CSBM will be presenting the financials. She thanked Ms. Peters on a job well done. Mrs. Peters gave a brief overview. Mrs. Peters stated that this has been a very smooth transition. There are no significant changes from last month. She reported that we are tracking well. Everyone knows that enrollment is going well. The cash position in Park Slope is strong at 3.4 million. We are keeping an eye on Staten Island which is at \$900,000 she reported. We will keep moving forward and keep working with your team to make sure you are in good financial health. Mrs. Petrakos stated that she has a very high level of comfort in the whole transition.

Mrs. Tettonis congratulated both principals on an amazing Greek Independence Day show from each school yesterday. She is proud of them both.


Mr. Leonardos asked to hear from the two principals.

Mrs. Caban reported that they are preparing for New York State ELA tests that are on April 19th and 20th. New York State Math Tests are on May 2nd and May 3rd.

Mrs. Kakleas reported that they had a full house at the Greek Independence Day Show yesterday. It went really well. We are also preparing for State tests. We have two grades taking the tests, 3rd and 4th grades. They are also waiting eagerly to get into the new building. The lottery is coming up in a couple of weeks. They are still receiving applications.

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 10:10 a.m.

The next Board meeting will be held via Zoom Conferencing on April 27, 2023 at 9:30 a.m.


Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON APRIL 27, 2023 AT 9:30 a.m.**

Members and Staff – via Zoom Conferencing

PRESENT

Charles Capetanakis	Chairman
Harvey Newman	Secretary
Nikolaos Leonardos	Treasurer
Grazia Svokos	Member
Dean Angelakos	Member
Dr. Liana Theodoratou	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
Anastasia Etimos	Guidance Counselor
Dena Capetanakis	Director of Community & Engagement
Stacy Kokkoros	Operations Manager
Karen Peters	CSBN Senior Financial Manager
Mrs. Panos	HCCS-PS Parent

ABSENT

Effie Lekas	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 meeting on March 24, 2023. On a motion made by Mr. Newman and seconded by Dr. Theodoratos, the minutes were unanimously approved.

The second approval on the agenda is the Board resolution on the HCCS-Staten Island school to expand up to grade six. Mr. Capetanakis motions for the expansion and seconded by Mr. Moustakas, the resolution was unanimously approved.

The third approval on the agenda is the HCCS-Park Slope school expansion to add a third class in grades Kindergarten and First starting in school year 2025. Mr. Leonardos

motions for the expansion and seconded by Mr. Newman. The expansion was unanimously approved.

The next item on the agenda is to add a new policy to our Financial Policy and Procedures Manual that states HCCS-PS and HCCS-SI will purchase USA products to the best of their abilities. That statement will be added to our FPP (Financial Policy & Procedures) and once this is added by our consultants Mrs. Petrakos will reintroduce the new policy to the Board at the next Board meeting for approval. Mrs. Petrakos is asking the Board for approval to proceed to add to the policy. The Board agrees for Mrs. Petrakos to move on with this.

Mr. Capetanakis informed the Board that the ribbon cutting ceremony for HCCS-SI will have to be rescheduled because they are still waiting for the Certificate of Occupancy. They will be informed of the new date. Dena Capetanakis will be making personal calls to the invited guests to inform them of the postponement. Mr. Capetanakis states that this has been a difficult period but the admiration of the Board to administration is endless for all of their hard work. They know how especially hard it has been for Mrs. Petrakos to make decisions about whether to cancel or keep the mobile classrooms and all the work and time that has gone into this. He commends the team for all of the work that the administration does for our schools. Dr. Theodoratou thanked them as well for all of their hard work.

Mrs. Tettonis added that the team is extraordinary but she applauds the Board because without them this would not be happening. We are very blessed.

Mr. Newman states that the condition of the school is strong and getting stronger. The leadership is outstanding and getting better. The board has to continue to work harder. Mr. Newman further states that an ongoing concern has been enrollment. He asked Mrs. Tettonis how the lottery went and if she can give the Board the fine points. Mrs. Tettonis reported that Mrs. Petrakos and her team, Joyce Liappas and Stacy Kokkoros from Park Slope and Maria Krisilas and Dawn Demenagas from Staten Island are in charge of the lottery. As shown in her report they had a great turn out of applications. She reported that it was more than efficiently done. The lottery was seamless. It was the most seamless lottery that we have ever had. The team is incredible. As you can see in the report Park Slope has 431 applications and Staten Island had 379 applications, very few seats. It was very difficult for the parents that did not get in. There is a waitlist in both schools. We did better than last year, she said. Our numbers are growing in both Park Slope and Staten Island. The lottery was held in seconds. It was a public lottery and the parents were immediately informed. The best part of the whole thing was that an independent auditor was on the Staten Island lottery. Mrs. Tettonis further reported that over the spring break the administrative team was handling all the lottery inquiries that were coming in from prospective families all on their own. Mr. Newman understood that there was an overwhelming response and that it was better than last year. He asked about what it means demographically. Mrs. Tettonis answered that our numbers are better than last year in applications because we have been doing this for a while it is more seamless and we are used to the new automated system. It is electronic. The lottery is electronic and time efficient. Mr. Newman asked if we are getting the same diversity? Mrs. Tettonis answered that we are. We actually listed our outreach in our reports. We did tremendous outreach with our new brochures that are in both English and Spanish so that we are able to reach our Special Ed and ELL students. We have a QR code to make it easier for parents to look us up. We have done

more outreach than ever before. In addition, Mrs. Petrakos and Ops Associate are working with a media group.

Mr. Newman asked if we have the availability to fill the eighth grade classes. Mrs. Petrakos answered that when we lose a seventh or eighth grade student and we have room in Kindergarten or first grade we fill the Kindergarten or first grade seat first. We have the flexibility to do so. Mrs. Petrakos further reported that in April we enrolled two more students in Park Slope. We are only nine students below from when we started with 19 students below in the beginning of the year. Mr. Newman asked how do we address this moving forward for next year. Mrs. Tettonis answered that families are registering, we are completely full for September and we have a huge waitlist. Mr. Leonardos asked that when families apply and then receive an offer is there a reason why they would decline the offer?

Is there something that we need to enhance to make the school better to raise the bar? Mrs. Tettonis answered that there is never a day that we do not try to get better. What we do is have practices in place where we do reflections with the leadership team and the teachers and we get together and we make sure we just keep climbing. But we are constantly meeting, reflecting and looking at data and looking at our practices to make us better. It could be from implementing structures for data meetings and drill downs, teacher retreats, professional developments, to activities and listening to our families. Parents have great ideas. Everyone together we try to make sure it is a happy place to come together to go to school and to learn and at the same time we want to make sure we are meeting the needs for all learners and it is rigorous enough for every child. Mrs. Tettonis also added that we just came out of a very difficult time in history. We are still catching up. We are bringing back some of the programs we had before COVID. We are trying to catch up right now. Trying to have all of the programs that we had before COVID, we were able to do it this year, but not to the fullest extent. It was a lot of work to do.

Mr. Leonardos' second question is if the current building up to par to handle new programs and initiatives that the team wants to implement. Is there something that we should be looking at for the new expansion in Park Slope. Mrs. Tettonis answered that we could discuss this. Mrs. Caban answered that what appeals to the families is the strength of our teachers because we give them a lot of professional development. Another appeal is just how hard it is to get into Hellenic. The reputation that we have. We have to be in it to win it mentality. Mr. Capetanakis added that you are also great at retaining employees. Mrs. Tettonis reported that teacher preference sheets have been put out to prepare for September. They are also preparing for New York State Exams.

The team is working hard on the Charter Renewal.

HCCS-SI had their first Gala last week and HCCS-PS will have their gala this week.

The six grade students in Park Slope won first place in the National History Day Fair and they are going to Nationals in June. They are all very proud.

Mr. Capetanakis asked Karen Peters from CSBM to give the financial report. Mrs. Peters reported that there is no significant differences. She noted that we are 75% into the year. The

monthly budget is very conservative. We are trending right on track for your expenses. Your revenues are right on track. So glad to hear that we are fully enrolled. Mrs. Petrakos added that Karen and she started the budget planning. The executive team and she will be having planning meetings to get the budget ready for the Board's approval by June 30th.

Mr. Leonardos reminded the Board that the Greek Independence Day parade is the Sunday, April 30th and invites the Board to march with us. Mrs. Petrakos also invites the Board to the Parade Gala at The Hilton on Saturday April 29th. She will forward the information to the Board.

Mr. Capetanakis asked to go into executive session. Mr. Leonardos seconds the motion. The meeting went to executive session at 10:01 a.m. All in favor. The Board returned from executive session at 10:13am. There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn, Mr. Leonardos made the motion and Mrs. Lekas seconded the motion. The meeting was adjourned at 10:14am.

The next Board meeting will be held via Zoom Conferencing on May 25, 2023 at 9:30 a.m.


Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON MAY 25, 2023 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
Bianca Rajpersaud	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Anastasia Etimos	Guidance Counselor
Dena Capetanakis	Director of Community & Engagement
Karen Peters	CSBN Senior Financial Manager
Stacy Kokkoros	Operations Manager
Mrs. Panou	HCCS-PS Parent
Rosario Guaman	HCCS-PS Parent

ABSENT

Dr. Liana Theodoratou	Member
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 April 27, 2023. On a motion made by Mr. Newman and seconded by Mr. Moustakas, the minutes were unanimously approved.

Mr. Capetanakis brought to the Board's attention the action item on the agenda. He asked Ms. Petrakos to explain the action item. Mrs. Petrakos answered that she will create a Board resolution for next month's Board meeting. There will be two items on one board resolution. The first item will be that the Board approves the Charter revision that will go into the charter renewal. One being the organizational chart change since we no longer have a Director of Operations and Finance (DOF). Since our DOF resigned we have engaged with CSBM. In addition, there are a few other items that she and Mrs. Tettonis would like to change such as

who reports to who. These changes are considered a charter revision and will be submitted with the renewal. The next item is a board approval for the submission of the renewal application for both schools. The resolution is required to give board approval to a school officer besides the Board Chairman, Charles Capetanakis. Our Chief of Operations, Joy Petrakos will be the person that will submit the renewals on the SED portal. The Board must give her the authority to do so. Our consultants said the Board has to authorize this action.

Mrs. Petrakos states that there are no action items today. As discussed at the previous board meeting we added the “MADE IN THE USA” policy to our FPP.

Mr. Capetanakis asks that the Superintendent report and the Chief of Operation reports be adopted into the minutes. He asked if there are any questions for the Superintendent and the Chief of Operations on their reports? There are none. Mr. Capetanakis then asked if there any questions for our Senior Finance Manager, Karen Peters? There are none.

Mr. Capetanakis asked for an update on the temporary Certificate of Occupancy in HCCS-SI. Mr. Leonardos reported that we received the construction sign off yesterday. That means that the document will be signed any day. This is great news he said and we will finally be able to use the building. We have been waiting six months.

Mrs. Petrakos asked if we are having the ribbon cutting ceremony in Staten Island. Mrs. Capetanakis would also like to confirm this. She is unsure if they are able to get the word out in time and have an event in the Hellenic fashion. Mr. Leonardos states that if the document is actually signed in the next few days we can continue with the scheduled day. Mrs. Capetanakis states that if we delay by a week we start running into our graduations. There is an event every day she said. Mrs. Capetanakis also said that she will do whatever the team wants her to do.

Mrs. Svokos asked if we are worried about support from the community or the politicians? She asked if we think that this is not enough time. Mrs. Capetanakis answered that there is enough time but she does not know what their schedules look like with the event so close. If we send it out tomorrow it is two weeks ahead.

Mrs. Tettonis added that as soon as we have the signed Certificate of Occupancy in our hands we will have a quick meeting to move forward with the Ribbon Cutting Ceremony.


Mr. Capetanakis added that if the community members can make it, they will. If they cannot make it they will send a representative.

Mr. Capetanakis asked if the seventh graders in Park Slope are showing interest in the high school test prep for next year. Mrs. Caban answered that they are very eager. We have received many permission slips. Mrs. Tettonis added that we had a high school meeting last night. It was very well attended. Mrs. Tettonis also informed the Board that we have had nonstop events at both schools. For example, the Soap Box Derby in Staten Island. There were seventy schools competing and we came in second. She congratulated Mr. Adam Konstantopoulos and Mr. Kevin Linehan for starting the club in HCCS-SI. Mrs. Kakleas reported to the Board that the students actually built the car and then they

selected one student to race it by school vote. The student that they chose to drive in the derby is in the 3rd grade and has been in the school since kindergarten. On the day of the race it was raining all morning but all of the parents and students stayed until the end to cheer him on when he won second place. It was amazing.

Mr. Capetanakis asked to go to executive session at 9:55 a.m. Mr. Leonardos seconds the motion. The meeting went to executive session at 9:55 a.m. All in favor. The Board returned from executive session at 10:10 a.m. and stated that no votes were taken during executive session. There being no unfinished business, Mr. Capetanakis asked for a motion to adjourn, Mr. Leonardos made the motion and Mrs. Lekas seconded the motion. The meeting was adjourned at 10:11 a.m.

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


Harvey Newman, Secretary

**MINUTES OF
HELLENIC CLASSICAL CHARTER SCHOOLS**

**SCHOOL BOARD MEETING
HELD ON JUNE 30, 2023 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
Bianca Rajpersaud	Member
Spiros Moustakas	Member
Christina Tettonis	Superintendent
Joy Petrakos	Chief of Operations
Natasha Caban	Principal HCCS-PS
Cathy Kakleas	Principal HCCS-SI
Anastasia Etimos	Guidance Counselor
Karen Peters	CSBN Senior Financial Manager
Stacy Kokkoros	Operations Manager

ABSENT

Grazia Svokos	Member
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 meeting on May 25, 2023. On a motion made by Mr. Newman and seconded by Mr. Angelakos, the minutes were unanimously approved.

The second item on the agenda is the adoption of the two budgets. Mr. Capetanakis asked Mrs. Petrakos to speak about the budgets for both schools. Mrs. Petrakos reported that she and Ms. Peters (CSBM) have been working on both budgets. Before she continued she thanked Ms. Peters. This is the first year they have worked together on the budgets and she wanted the Board to know that she is great to work with, quick and very supportive. Mrs. Petrakos reported that on the PS budget we added the additional classrooms as we plan to expand enrollment and have a third class in our Kindergarten – eighth grades eventually. We will begin with a third class in Kindergarten and 1st grade in year three of this new budget in school year 2025-2026. Therefore, we included two columns in the Park Slope budget as stated

in her email, the shaded column is the one that includes the enrollment increase and the white column is without. She wanted the Board to have an idea of where we would be in either case. We are definitely in a better position with the enrollment increase but we are sustaining and we are balanced with both.

The Staten Island budget looks great. Part of why it is in a better position is because we are adding 75 students each year as the school is still growing and of course the rental assistance will help greatly now that we have our new building. She continued to report that she added the three percent employee increase in both schools for our teachers. We have not yet included the Deans and the Director, a few employees are shared employees. We will finalize their salaries and inform the Board.

Mr. Newman stated that it is a requirement under the rules and regulations we have to submit a balanced budget, which you have created. Mr. Newman asked Mrs. Petrakos, last year, when the budget was submitted, can she tell us how close we came to conforming to last year's approved budget. Mrs. Petrakos said that this is a very good question. She explained that Ms. Peters gives us percentages on the last column of the financials to see where we are on the budget. She asked Ms. Peters to report to the Board where we are right now on the budget. Mrs. Petrakos believes that we are at 70%. Mrs. Peters answered that we are trending to do better than the projected budget. Right now if we look at where we would be for the eleven months of the budget your projected net income would be \$684,000 actual net income is \$910,000. Changes will happen in this last month with all of the year end events. But right now you are trending really well. She does not see any problems with not only meeting the budget but having higher net revenue than expected. Mr. Newman states that this is a material plus for us. That is nearly \$300,000.00. If we follow the script from last year that what you have presented to us would be a fairly conservative budget. Would that be fair to say? Mrs. Peters agreed. She stated that they went back and forth and based the budget on incremental budgeting starting from the base of last year. Mr. Newman thanked Ms. Peters and Mrs. Petrakos for the perspective.

Mrs. Petrakos further reported that they looked closely at the salaries of the shared employees. Now that SI is getting bigger, the responsibilities are becoming greater. Therefore, the PS budget was lightened with the percentages of the shared employees and they brought it to an even percentage. Where up until now Park Slope was picking the larger portion of the salaries of the shared employees. That also made a difference. In 2028, they changed the percentages when Staten Island will be a larger school and Staten Island will be picking up more of the salaries of the shared employees. Mr. Capetanakis stated that the employee salaries have been allocated in a more realistic way.

Mr. Capetanakis stated that until he saw the breakdown he had not realized the disparity in Special Ed and General Ed funding. Mrs. Petrakos added that there has been no increase in many years. Mr. Capetanakis commented that it is ironic from a policy standpoint that charter schools are always criticized for not having their fair share of special ed and English language learners. We as a school have made adjustments in our lottery preferences to accommodate to pull in more students. But the fact that the funding disparity is even larger on Special Ed students as opposed to mainstream charter school students is unbelievable. Mr. Capetanakis

asked Ms. Peters how do we compare with other charter schools. Ms. Peters answered we are making the adjustment from having the ESSER funds to not having the ESSER funds much better compared to other schools. Other schools did not transition well. Mr. Capetanakis found this very interesting. Mr. Capetanakis congratulated the team, Mrs. Tettonis, Mrs. Petrakos, Ms. Caban and Mrs. Kakleas for all of their hard work.

Mr Capetanakis asked if there are any other questions for the budgets. There were none. On the motion to approve the budgets of the Hellenic Classical Charter Schools made by Mr. Leonardos and seconded by Mr. Moustakas and there being no further discussion Mr. Capetanakis asked for a vote. The motion carried unanimously.

Mrs. Petrakos reports that we need a Board Resolution approval to change our HCCS Organizational Chart to be submitted in the renewal. The changes need to be submitted as charter revision. Our consultants have expressed that this is a non-material charter revision because any changes on the organization chart from the principal and above (ex. Principals, Chief of Operations and Superintendent) is a material change. Anything below the Principals is a non-material change. We now have Charter School Business Management (CSBM) serving as our finance team and we removed the Director of Finance and Operations position. Our consultants said that we do not need to show CSBM on the Org Chart because they are an outside company however Mrs. Petrakos asked to put in a dotted line showing that they and Mrs. Petrakos work together so there is some evidence of a finance team. The next thing we did was move our Director our Communication and Family Engagement to work under the Chief of Operations. The current organizational chart reads that this position reports to the Deans of Academics. The Greek teachers were also moved from reporting to the Deans of Academics to the Principals. We also added a Director of Operations. We are not currently hiring a Director of Operations but throughout the next Charter term she recommends that we do. The future Director of Operations will be reporting to the Chief of Operations and will be responsible for human resources, working with the finance department, would need to have some medium level finance knowledge, compliance & operations experience for both schools that would help us tremendously. We are building our operations team and we are doing a great job doing that. Mrs. Petrakos wanted the Board to know how proud she is of our Operations Manager in Park Slope, Stacy Kokkoros, and all the other associates including Carla Elboustani who stepped up this year and helped the department greatly. She works very well with Stacy Kokkoros in Park Sloep and Maria Krisilas in Staten Island and of course the whole team.

Mr. Newman had a question about the organizational chart as he is looking at it. The way he reads it the Board of Trustees is on top, the Superintendent is under the Board of Trustees, under the Superintendent is the Chief of Operations and under the Chief of Operations are the two Principals. His question is the way he is reading this it looks like the Principals report to the Chief of Operations. Mrs. Tettonis answers that she oversees the Chief of Operations and the Principals. In the narrative it states that Principals report to the Superintendent, but the Chief of Operations is over the Principals. Mr. Newman only expressed that this chart does not reflect that. Mrs. Petrakos recommends that they add another line from the Superintendent to the Principals. The Superintendent and the Chief of Operations supervise both schools. Mr. Newman would like to see a line added between the Superintendent and the Principals.

Mr. Capetanakis motions to approve the Board Resolution to change the HCCS Organizational Chart subject to the amendments that were discussed. Mr. Newman seconds the motion. There being no further discussion the motion carries unanimously.

Mr. Capetanakis informed the Board that he attended the 8th grade graduation and he said that it was the best graduation that Hellenic ever had. Sonia Park was the keynote. At the graduation he told the story of how they went to CEI and the history of how Sonia Park supported them where no one else did. Mr. Capetanakis felt that the audience enjoyed the history. It dawned on him that there are so many new faculty members and members of the community, and it would be nice to tell them about our history. He believes that the new staff would appreciate the sense of foundation that we have. Mr. Newman added that at this moment, he is looking at the zoom meeting screen and he sees that their history is encapsulated in this vision. He expressed to the Board that he has served on many charter school Boards over the years. He does not think that any charter school that he knows of that still has the original core that we have. Basically, has maintained the stability and enriched itself with new members the way we have. It is an organic process. We have gone from strength to strength in identifying people who embrace the vision. He believes that the history of these Board members and their relationship to the school should be memorialized.

Mr. Capetanakis continues by informing the Board that there is a situation that they need to reach out to Betty Rosa. If you can imagine, in order to occupy the Staten Island campus we need a physical visit from the New York State Education Department. They keep pushing back with some documentation that may or may not be complete but they also came up with travel and staff challenges. We are running the risk of not being able to open and letting the students into the building in September. He asks that when Mrs. Petrakos has all the paperwork that they need, we need to start pushing. Mrs. Petrakos updated the Board that the mobile classrooms will be removed next week. She continued to state that we had the TCO and we could have had the third and fourth grade students out of the mobile classrooms in the beginning of June, which was a hot month and the air quality was horrible. She sent SED an email informing them that we have students with asthma and the air quality is horrible and if we can please move them in the new building since we have the TCO with DOB approval. We should be receiving the final letter of approval from the Fire Department any day, she understands the process but because of the unique situation, she asked SED for a visit so once we get the Fire Department letter of approval we can move in. However, they did not allow us to move the children. Mr. Leonardos added that by the time they show up for a visit the TCO might expire. The TCO is only for three months and we can only renew it once or twice. Mrs. Petrakos informed the Board that they will be in touch with NYSED and hope for the best. The HCCS team meets with the construction team every week on Tuesdays at 9:00am. The FDNY will be inspecting us on July 28th. She asked the team to ask for an overtime visit not a regular visit. They are allowed to do this after they schedule a regular visit. They just have to show a need. Mr. Capetanakis thinks that Mrs. Tettonis and Mrs. Petrakos should reach out to Regent Cea and Regent Cashin.

Mrs. Petrakos reported to the Board that while working with our consultants they reviewed the performance framework criteria that both schools need to submit for the renewal. Both of our

schools in early March, were listed under the 2019 performance framework. Now, just a couple of weeks ago, SED updated their list and they have our Staten Island school under the 2015 performance framework. Mrs. Petrakos emailed SED and let them know that SI should be under the 2019 performance framework. They responded and they said that SI is under the 2015 performance framework since the merger. When we merged, SI was the surviving entity in 2018 and it remained under the 2015 performance framework. Mrs. Petrakos does not want the Board to worry, there are minor changes in the 2015 & 2019 performance frameworks. She respectfully responded to SED and informed them that our schools were listed with different performance frameworks months apart. It is now confirmed that we will submit the 2019 performance framework for Park Slope and 2015 performance framework for Staten Island. She has this in writing. When it is renewal time, if there is any discussion, she wants the Board to be informed of this information.

Mr. Capetanakis thanked the Superintendent for her thorough report. Mrs. Tettonis started by thanking Mr. Moustakas for attending Park Slope's Kindergarten graduation and Mrs. Lekas for attending Park Slope's Seventh Grade Ring Ceremony. She stressed how happy Mr. Capetanakis makes everyone when he calls up all the alumni at the eighth grade graduations. Mrs. Tettonis explained that many years ago Mr. Capetanakis asked how many alumni were in the audience during the graduation and they come up to the stage and they let us know what school they are now attending. Since then, it has become a tradition. This year we had about thirty alumni attend the graduation. Mr. Capetanakis stated that they ranged from high school students to young professionals in the workplace. For example, we had a Carnegie Melon student, a teacher and a JP Morgan employee. It was a moving moment. So many alumni going to all of these universities. It created this wonderful family moment that we are so proud of. All of the families were moved. It showed the eighth graders how close we are. Mrs. Petrakos added that this moment shows the eighth graders and our families how close we stay even after they graduate. It sends a very nice message on their way out. This is still home.

Mr. Moustakas added that he has always heard about "the Hellenic way" and he was able to experience it in person at the Kindergarten graduation. It was unbelievable. The students sang songs, the amount of preparation that must of gone into the event. The part that struck him was every child was asked what they want to be when they grow up and why. Some of the answers were truly amazing but just the amount of time and the effort from the teachers and staff to make that event go up like that is very impressive. I had my daughter's stepping up ceremony a couple of days later and to be honest it was not even comparable. I now have a genuine understanding of "the Hellenic way". Everyone should be very proud of that.

Ms. Lekas, added, yes "the Hellenic way". She stated that she has been an original member of this Board and each and every time she goes to Hellenic they raise the bar. The sky is the limit at Hellenic. It takes a lot of preparation. What made Mrs. Lekas' day was how proud the parents were of their children. They trusted us with their children and they would do it over again. She added that she attended Park Slope's performance of ANTIGONE. It was also amazing, cutting edge and impressive. She congratulated our new theater director Per Janson.

Mrs. Petrakos reported that Park Slope improvements will begin on July 10, 2023. The cafeteria floor will be replaced and new tiles will be replaced in the old building corridors. Mrs. Petrakos is still waiting for quotes from the architects for the gate installation.


Mrs. Petrakos informed the Board that the landlord of Staten Island asked them to replace their sign on their gate on Victory Boulevard with a smaller sign on Victory to the side of the gate.

Mrs. Petrakos will send out a new schedule of Board meetings for the new year.

Mr. Capetanakis asked to go into executive session. Mr. Leonardos seconds the motion. All in favor. The meeting went to executive session at 10:24 a.m.

The Board returned from executive session at 10:29 a.m. No votes were taken during executive session. There being no unfinished business, Mr. Newman asked for a motion to adjourn, Mr. Leonardos made the motion and Mr. Moustakas seconded the motion. The meeting was adjourned at 10:35am.

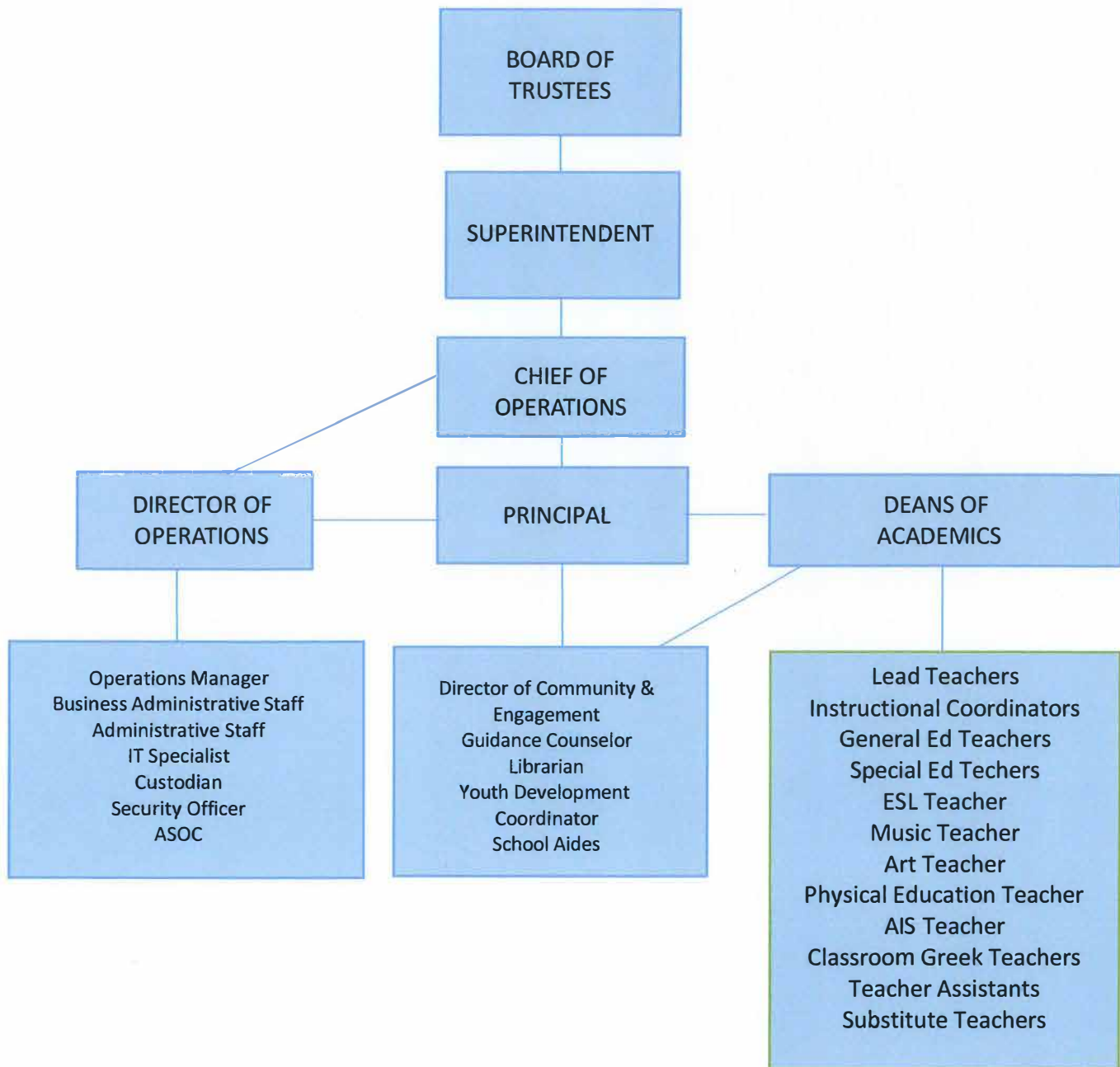
The next Board meeting will be held via Zoom Conferencing on July 7, 2023 at 10:30 a.m.


Harvey Newman, Secretary



Hellenic Classical Charter School (HCCS)
Park Slope (PS), est. 2005
Staten Island (SI), est. 2018

Organizational Chart



Hellenic Classical
Charter Schools
Park Slope &
Staten Island

12 Month Calendar
2023-2024

182 Instructional Days

1229 Instructional
Hours

Notes:	
	Staff Reports
	Early Dismissal/ Superintendent Conference Day
	Holiday/Recess (No students or staff)
	NYSED Testing Exams/Regents
	September 7, 2023 – First Day of School
	All grades report June 26, 2024- Last Day of School

July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September – 18 days						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Instructional Hours – 121.5

October- 21 days						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Instructional Hours – 141.75

November- 19 days						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Instructional Hours – 128.25

December- 16 days						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Instructional Hours - 108

January- 21 days						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Instructional Hours – 141.75

February- 16 days						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Instructional Hours - 108

March- 20 days						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Instructional Hours - 135

April- 14 days						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Instructional Hours – 94.5

May- 21 days						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Instructional Hours – 141.75

June – 16 days						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Instructional Hours – 108

Fire Alarm and Life Safety System Inspection Certificate

For

Hellenic Charter School; Brooklyn
646 5th Ave.
Park Slope
Brooklyn, NY 11215

Tested to NFPA 72 Standards

This Inspection was performed in accordance with applicable NFPA Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.

Inspection Date
Jul 21, 2023

Building: Hellenic Charter School; Brooklyn
Contact: Ms. Joy Petrakos
Title: Chief of Operations

Company: ADT Commercial LLC
Contact: dave 6. fitzgerald
Title: inspector

Executive Summary

Generated by: BuildingReports.com

Building Information

Building: Hellenic Charter School; Brooklyn
Address: 646 5th Ave.
Address: Park Slope
City/State/ZIP Code: Brooklyn, NY 11215

Contact: Ms. Joy Petrakos
Phone: 718-499-0957
Fax:
Mobile:

Country: United States of America	Email:	
Inspection Performed By		
Company: ADT Commercial LLC	Inspector: dave 6. fitzgerald	
Address: Red Hawk Fire & Security	Phone: 9147461451	
Address: 6 Skyline Dr.	Fax:	
City/State/ZIP Code: Hawthorne, NY 10532	Mobile: 9147461451	
Country: United States of America	Email: davefitzgerald@adt.com	
System Control Unit		
Manufacturer: Edwards	Inspection Date: 07/21/2023	IDC Style: B
Model Number: EST-3	Install Date: 01/06/2014	SLC Style: 6
Software Version: 4.01	Version Date: 08/19/2015	NAC Style: Y
Location: 1st Main Office	Current Protection: Breaker	

Inspection Summary								
Category	Total Items		Serviced		Passed		Failed/Other	
	Qty	%	Qty	%	Qty	%	Qty	%
Control	19	20.00%	19	100.00%	19	100.00%	0	0.00%
Indicating	4	4.21%	4	100.00%	4	100.00%	0	0.00%
Initiating	59	62.11%	59	100.00%	59	100.00%	0	0.00%
Supervisory	13	13.68%	13	100.00%	13	100.00%	0	0.00%
Totals	95	100%	95	100.00%	95	100.00%	0	0.00%

Certification	
Company: ADT Commercial LLC	Building: Hellenic Charter School; Brooklyn
Inspector: dave 6. fitzgerald	Contact: Ms. Joy Petrakos

Inspection & Testing

Generated by: BuildingReports.com

Building: Hellenic Charter School; Brooklyn		Control Panel: 1 - Edwards EST-3			
<i>The Inspection & Testing section lists all of the items inspected in your building. Items are grouped by Passed or Failed/Other. Items are listed by Category. Each item includes the services performed, and the time & date at which testing occurred.</i>					
Device Type	Location	Service	Time	Date	
<i>Passed</i>					
Control					
Annunciator	1st Main Entrance	Tested	9:53:17 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:41:37 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:42:05 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:42:13 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:56:19 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:56:21 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:56:24 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:56:27 AM	07/21/2023	
Battery	1st Booster Panel	Tested	8:56:29 AM	07/21/2023	
Battery	1st MFACU	Tested	8:54:56 AM	07/21/2023	
Battery	1st MFACU	Tested	8:55:01 AM	07/21/2023	
Communication Line	1st MFACU 718-499-2437	Tested	8:54:52 AM	07/21/2023	
Communication Line	1st MFACU 718-499-2443	Tested	8:54:44 AM	07/21/2023	
Control Panel	1st Main Office	Tested	8:42:30 AM	07/21/2023	
Power Supply	1st Main Office	Tested	8:41:18 AM	07/21/2023	
Power Supply	1st Main Office	Tested	8:41:28 AM	07/21/2023	
Power Supply	1st Main Office	Tested	8:41:48 AM	07/21/2023	
Power Supply	1st Main Office	Tested	8:42:17 AM	07/21/2023	

Device Type	Location	Service	Time	Date
<i>Passed</i>				
Special Control	1st MFACU	Tested/Cleaned	8:56:38 AM	07/21/2023
Indicating				
Bell	1st MFACU Alarm Bell	Tested	8:44:34 AM	07/21/2023
Bell	1st MFACU Trouble Bell	Tested	8:44:41 AM	07/21/2023
Bell	1st MFACU Water Bell	Tested	8:44:25 AM	07/21/2023
Initiating				
CO Detector	Ground Classroom Corridor	Tested	9:28:17 AM	07/21/2023
Duct Detector	4th RTU- 1 Return Roof	Tested/Cleaned	8:43:31 AM	07/21/2023
Duct Detector	4th RTU- 1 Supply Roof	Tested/Cleaned	8:43:24 AM	07/21/2023
Duct Detector	4th RTU- 2 Return Roof	Tested/Cleaned	8:43:14 AM	07/21/2023
Duct Detector	4th RTU- 2 Supply Roof	Tested/Cleaned	8:43:00 AM	07/21/2023
Duct Detector	4th RTU- 3 Return	Tested/Cleaned	9:19:15 AM	07/21/2023
Duct Detector	4th RTU- 3 Supply	Tested/Cleaned	9:10:04 AM	07/21/2023
Heat Detector	Basement Inside Boiler Room	Visually Checked	9:10:56 AM	07/21/2023
Heat Detector	Basement Inside Boiler Room	Visually Checked	9:11:15 AM	07/21/2023
Heat Detector	Basement Inside Fire Pump Room	Visually Checked	9:11:18 AM	07/21/2023
Heat Detector	Basement Inside Kitchen	Visually Checked	9:11:01 AM	07/21/2023
Heat Detector	Basement Inside Kitchen	Visually Checked	9:11:08 AM	07/21/2023
Heat Detector	1st Elevator Lobby	Visually Checked	9:30:40 AM	07/21/2023
Heat Detector	4th Break Room By The Gym	Visually Checked	9:15:09 AM	07/21/2023
Pull Station	Basement Boiler Room Rear Exit	Tested	9:34:43 AM	07/21/2023
Pull Station	Basement Stair A	Tested	9:34:15 AM	07/21/2023
Pull Station	Basement Stair B	Tested	9:33:52 AM	07/21/2023
Pull Station	1st Main Entrance Lobby	Tested	9:29:11 AM	07/21/2023
Pull Station	1st Stair A	Tested	9:27:39 AM	07/21/2023
Pull Station	1st Stair B	Tested	9:28:22 AM	07/21/2023
Pull Station	1st main Entrance	Tested	8:57:42 AM	07/21/2023
Pull Station	2nd Stair A	Tested	9:23:49 AM	07/21/2023
Pull Station	2nd Stair B	Tested	9:23:12 AM	07/21/2023
Pull Station	2nd Stair C	Tested	9:24:32 AM	07/21/2023
Pull Station	2nd Stair D	Tested	9:25:24 AM	07/21/2023
Pull Station	3rd Stair C	Tested	9:21:30 AM	07/21/2023
Pull Station	3rd Stair D	Tested	9:22:02 AM	07/21/2023
Pull Station	3rd Stair A	Tested	9:21:34 AM	07/21/2023
Pull Station	3rd Stair B	Tested	9:20:45 AM	07/21/2023
Pull Station	4th Stair A	Tested	9:16:16 AM	07/21/2023
Pull Station	4th Stair C Gym	Tested	9:13:20 AM	07/21/2023
Pull Station	4th Stair D	Tested	9:12:14 AM	07/21/2023
Pull Station	4th Storage Stair D by Stage	Tested	9:19:11 AM	07/21/2023
Smoke Detector	Basement Electric Room	Tested/Cleaned	9:34:39 AM	07/21/2023
Smoke Detector	Basement Elevator Mechanical Room	Tested/Cleaned	9:34:55 AM	07/21/2023
Smoke Detector	1st Admin Office	Tested/Cleaned	9:35:18 AM	07/21/2023
Smoke Detector	1st Handicapped Lift	Tested/Cleaned	9:53:14 AM	07/21/2023
Smoke Detector	1st In Center Stair	Tested/Cleaned	9:35:23 AM	07/21/2023
Smoke Detector	1st North Corridor By Center Stair	Tested/Cleaned	9:30:37 AM	07/21/2023
Smoke Detector	1st Room 105 Fire Shutter	Tested/Cleaned	9:35:26 AM	07/21/2023
Smoke Detector	1st Room 105 Fire Shutter	Tested/Cleaned	9:35:54 AM	07/21/2023
Smoke Detector	1st Besides Main FACP	Tested/Cleaned	9:29:59 AM	07/21/2023
Smoke Detector	1st Besides Main Corridor By Double Door	Tested/Cleaned	9:35:14 AM	07/21/2023
Smoke Detector	2nd By Smoke Fire Door	Tested/Cleaned	9:23:26 AM	07/21/2023
Smoke Detector	2nd By Smoke Fire Door	Tested/Cleaned	9:26:10 AM	07/21/2023
Smoke Detector	2nd Elevator Lobby	Tested/Cleaned	9:25:37 AM	07/21/2023
Smoke Detector	3rd Elevator Lobby	Tested/Cleaned	9:22:19 AM	07/21/2023
Smoke Detector	3rd IT Room	Tested/Cleaned	9:22:23 AM	07/21/2023
Smoke Detector	4th Electrical Room	Tested/Cleaned	9:18:12 AM	07/21/2023
Smoke Detector	4th Elevator Lobby	Tested/Cleaned	9:18:08 AM	07/21/2023
Smoke Detector	4th Top Of Stair D	Tested/Cleaned	9:14:29 AM	07/21/2023
Smoke Detector	4th Top Of Stair Stair A	Tested/Cleaned	9:17:58 AM	07/21/2023
Smoke Detector	4th Top Of Stair Stair C	Tested/Cleaned	9:19:17 AM	07/21/2023
Smoke Detector	Roof Top Of Stair B	Tested/Cleaned	9:19:06 AM	07/21/2023
Waterflow Switch	Basement Bypass Valve	Tested	9:53:41 AM	07/21/2023
Waterflow Switch	1st North Stair	Tested	9:53:09 AM	07/21/2023
Waterflow Switch	2nd Floor Stair A	Tested	9:53:05 AM	07/21/2023

Device Type	Location	Service	Time	Date
<i>Passed</i>				
Waterflow Switch	3rd Floor	Tested	9:52:56 AM	07/21/2023
Waterflow Switch	4th North Stair	Tested	9:52:48 AM	07/21/2023
Supervisory				
Tamper Switch	Basement Bypass Valve	Tested	9:53:44 AM	07/21/2023
Tamper Switch	Basement Jockey Pump	Tested	9:53:27 AM	07/21/2023
Tamper Switch	Basement Jockey Pump	Tested	9:53:30 AM	07/21/2023
Tamper Switch	Basement Fire Pump Room	Tested	9:53:25 AM	07/21/2023
Tamper Switch	Basement Fire Pump Room	Tested	9:53:33 AM	07/21/2023
Tamper Switch	Basement Fire Pump Room	Tested	9:53:47 AM	07/21/2023
Tamper Switch	Basement Fire Pump Room Main Valve	Tested	9:53:22 AM	07/21/2023
Tamper Switch	Basement Fire Pump Room Main Valve	Tested	9:53:36 AM	07/21/2023
Tamper Switch	Basement Fire Pump Room Main Valve	Tested	9:53:38 AM	07/21/2023
Tamper Switch	1st North Stair	Tested	9:53:11 AM	07/21/2023
Tamper Switch	2nd Floor	Tested	9:53:02 AM	07/21/2023
Tamper Switch	3rd Floor	Tested	9:52:58 AM	07/21/2023
Tamper Switch	4th North Stair	Tested	9:52:52 AM	07/21/2023

Service Summary

Generated by: BuildingReports.com

Building: Hellenic Charter School; Brooklyn		
<i>The Service Summary section provides an overview of the services performed in this report.</i>		
Device Type	Service	Quantity
<i>Passed</i>		
Annunciator	Tested	1
Battery	Tested	10
Bell	Tested	3
CO Detector	Tested	1
Communication Line	Tested	2
Control Panel	Tested	1
Duct Detector	Tested/Cleaned	6
Heat Detector	Visually Checked	7
Power Supply	Tested	4
Pull Station	Tested	19
Smoke Detector	Tested/Cleaned	21
Special Control	Tested/Cleaned	1
Tamper Switch	Tested	13
Waterflow Switch	Tested	5
Total		94
Grand Total		94

Sound and Visual Testing

Generated by: BuildingReports.com

Building: Hellenic Charter School; Brooklyn						
<i>The Sound and Visual Testing section lists various points throughout your building where audible and visual alarm notification devices were tested. Any bar-coded audible and visual devices will appear in the Inspection and Testing section of this report. Items in this section are grouped by Passed or Failed/Other. Where specific decibel readings were recorded, they will appear under the ambient and alarm columns. The Voice column indicates whether the Sound Test Point passed the Voice Intelligibility requirements. The STI or Sound Transmission Index is shown if recorded.</i>						
Location	Comment	Ambient	Alarm	Intelligibility		Sound Test
		dB	dB	Voice	STI	

Passed

Sound Test Points

All Floors

Passed

..

0001

Battery & Power Supply Testing

Generated by: BuildingReports.com

Building: Hellenic Charter School; Brooklyn

Control Panel: 1 - Edwards EST-3

The Battery & Power Supply Testing section details the readings and measurements of batteries and power supplies used to provide power to the fire alarm and life safety systems. Items are grouped by Passed or Failed/Other.

Battery

Type	Location	Rated Ah	Rated Volts	Pre Test	Post Test	Min Ah	Tested Ah
Passed							
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st Booster Panel	7	12				
Sealed Lead Acid	1st MFAFU	26	12				
Sealed Lead Acid	1st MFAFU	26	12				

Power Supply

Protection Type	Location	Rated Ah	Rated Volts	Charging Voltage
Passed				
Breaker	1st Main Office	10	120	
Breaker	1st Main Office	10	120	
Breaker	1st Main Office	10	120	
Breaker	1st Main Office	10	120	

Inventory & Warranty Report

Generated by: BuildingReports.com

Building: Hellenic Charter School;
Brooklyn

Control Panel: 1 - Edwards EST-3

The Inventory & Warranty Report lists each of the devices and items that are included in your Inspection Report. A complete inventory count by device type and category is provided. Items installed within the last 90 days, within the last year, and devices installed for two years or more are grouped together for easy reference.

Device or Type	Category	% of Inventory	Quantity
Annunciator	Control	1.05%	1
Battery	Control	10.53%	10
Bell	Indicating	3.16%	3
CO Detector	Initiating	1.05%	1
Communication Line	Control	2.11%	2
Control Panel	Control	1.05%	1
Duct Detector	Initiating	6.32%	6

Device or Type	Category	% of Inventory	Quantity
Heat Detector	Initiating	7.37%	7
Power Supply	Control	4.21%	4
Pull Station	Initiating	20.00%	19
Smoke Detector	Initiating	22.11%	21
Sound Test	Indicating	1.05%	1
Special Control	Control	1.05%	1
Tamper Switch	Supervisory	13.68%	13
Waterflow Switch	Initiating	5.26%	5

Type	Qty	Model #	Description	Install Date
------	-----	---------	-------------	--------------

In Service - 5 Years to 10 Years

Ultra Tech				
Battery	2	ISO9001	Sealed Lead Acid	09/30/2016
EST				
Duct Detector	2	Siga-SD	Photoelectric	08/31/2015
Smoke Detector	2	Siga2-PS		08/31/2015
Edwards				
Duct Detector	4	Siga-SD	Photoelectric	08/31/2015
EST				
Annunciator	1	3-RLCM	LCD Display	11/11/2014
Heat Detector	1	Siga-HRS		11/11/2014
Heat Detector	5	Siga-HRS	Rate-of-Rise	11/11/2014
Pull Station	1	SIGA-270		11/11/2014
Pull Station	18	SIGA-270	Single Action	11/11/2014
Smoke Detector	1	SIGA-270		11/11/2014
Smoke Detector	1	Siga-PS		11/11/2014
Smoke Detector	10	Siga-PS	Photoelectric	11/11/2014
Smoke Detector	5	Siga2-PS	Photoelectric	11/11/2014
Edwards				
Bell	1	439D-10AW		11/11/2014
Bell	1	439D-6AW		11/11/2014
Bell	1	439D-8AW		11/11/2014
Heat Detector	1	Siga-HRS	Rate-of-Rise	11/11/2014
Power Supply	4	BPS-10A		11/11/2014
Smoke Detector	1	Siga-PS	Photoelectric	11/11/2014
Smoke Detector	1	Siga2-PS	Photoelectric	11/11/2014
FSI				
Special Control	1	Diagram	Riser Diagram	11/11/2014
Lansdale internatio				
Tamper Switch	2	GBT4		11/11/2014
Leoch				
Battery	1	BPS-10A	Sealed Lead Acid	11/11/2014
Battery	5	DJW12-7	Sealed Lead Acid	11/11/2014
Macurco				
CO Detector	1	CM-15A		11/11/2014
Potter Electric				
Tamper Switch	1	OSYSU-2		11/11/2014
Power-Sonic				
Battery	2	PS-12260	Sealed Lead Acid	11/11/2014
System Sensor				
Tamper Switch	3	OSY2		11/11/2014
Waterflow Switch	4	WFD25		11/11/2014
Verizon				
Communication Line	2	POTS		11/11/2014
Victaulic				

Tamper Switch	1	704W	11/11/2014
Tamper Switch	3	705W	11/11/2014
Tamper Switch	1	Series 705	11/11/2014
Tamper Switch	2	Series 728	11/11/2014
Waterflow Switch	1	Series 705ttt	11/11/2014

Edwards

Control Panel	1	EST-3	01/06/2014
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Zone Address Report

Generated by: BuildingReports.com

Building: Hellenic Charter School; Brooklyn Control Panel: 1 - Edwards EST-3

The Zone Address Report lists all of the devices and items that have an individual address, or are grouped together under a common zone. The device type, location, and description are included for your reference.

Address	Device Type	Location	Type	ScanID
Zone/Circuit: 02				
0001	Smoke Detector	1st Room 105 Fire Shutter		33741267
0002	Smoke Detector	Basement Elevator Mechanical Room	Photoelectric	33741141
0003	Smoke Detector	Basement Electric Room	Photoelectric	45687801
0005	Smoke Detector	1st Room 105 Fire Shutter		33741135
0007	Heat Detector	Basement Inside Boiler Room	Rate-of-Rise	32786752
0008	Heat Detector	Basement Inside Fire Pump Room	Rate-of-Rise	38972675
0010	Heat Detector	Basement Inside Kitchen	Rate-of-Rise	32786753
0011	Smoke Detector	3rd Elevator Lobby	Photoelectric	32786784
0012	Smoke Detector	2nd Elevator Lobby	Photoelectric	32786785
0015	Heat Detector	Basement Inside Kitchen	Rate-of-Rise	32786754
0016	Smoke Detector	2nd By Smoke Fire Door	Photoelectric	33741130
0017	Smoke Detector	2nd By Smoke Fire Door	Photoelectric	33741131
0020	Smoke Detector	Roof Top Of Stair B	Photoelectric	33742146
0023	Smoke Detector	1st Besides Main FACP	Photoelectric	32786789
0025	Smoke Detector	1st Handicapped Lift		33741163
0026	Smoke Detector	1st Admin Office	Photoelectric	33741090
0027	Smoke Detector	1st Besides Main Corridor By Double Door	Photoelectric	32786788
0028	Smoke Detector	1st North Corridor By Center Stair	Photoelectric	32786786
0029	Smoke Detector	1st In Center Stair	Photoelectric	33741143
0128	CO Detector	Ground Classroom Corridor		33741296
0132	Tamper Switch	Basement Fire Pump Room		38972940
0133	Tamper Switch	Basement Fire Pump Room Main Valve		38972936
0135	Waterflow Switch	2nd Floor Stair A		32786796
0136	Tamper Switch	2nd Floor		32786795
0137	Waterflow Switch	3rd Floor		32786793
0138	Tamper Switch	3rd Floor		32786794
0139	Pull Station	Basement Boiler Room Rear Exit	Single Action	32786778
0141	Tamper Switch	Basement Fire Pump Room Main Valve		38972935
0155	Waterflow Switch	1st North Stair		32786797
0156	Tamper Switch	1st North Stair		32786798
0158	Waterflow Switch	Basement Bypass Valve		38972937
0159	Tamper Switch	Basement Bypass Valve		38972938
0160	Tamper Switch	Basement Fire Pump Room		38972939
0161	Tamper Switch	Basement Fire Pump Room		38972677
0162	Tamper Switch	Basement Jockey Pump		38972934
0163	Tamper Switch	Basement Jockey Pump		38972933
0203	Pull Station	3rd Stair A	Single Action	32786768
0204	Pull Station	3rd Stair B	Single Action	74802095
0205	Pull Station	2nd Stair A	Single Action	32786772
0206	Pull Station	2nd Stair B	Single Action	32786771
0207	Pull Station	1st Stair A	Single Action	32786775
0208	Pull Station	1st Stair B	Single Action	32786779
0209	Pull Station	Basement Stair A	Single Action	32786776
0210	Pull Station	Basement Stair B		32786777
0211	Pull Station	3rd Stair C	Single Action	32786766

0212	Pull Station	2nd Stair C	Single Action	32786770
0213	Pull Station	1st Main Entrance Lobby	Single Action	74802096
0214	Pull Station	1st main Entrance	Single Action	33741151

Zone/Circuit: 03

0002	Smoke Detector	3rd IT Room	Photoelectric	74802094
0005	Smoke Detector	4th Top Of Stair D		33742148
0007	Smoke Detector	4th Elevator Lobby	Photoelectric	32786781
0010	Duct Detector	4th RTU- 2 Supply Roof	Photoelectric	33741129
0011	Duct Detector	4th RTU- 1 Return Roof	Photoelectric	33741125
0012	Duct Detector	4th RTU- 2 Return Roof	Photoelectric	33741128
0013	Duct Detector	4th RTU- 1 Supply Roof	Photoelectric	33741126
0014	Duct Detector	4th RTU- 3 Supply	Photoelectric	33742151
0015	Duct Detector	4th RTU- 3 Return	Photoelectric	33742150
0016	Smoke Detector	4th Top Of Stair Stair C	Photoelectric	33742152
0017	Smoke Detector	4th Top Of Stair Stair A	Photoelectric	32786780
0018	Smoke Detector	4th Electrical Room	Photoelectric	32786782
0126	Pull Station	2nd Stair D	Single Action	32786773
0127	Pull Station	3rd Stair D	Single Action	32786769
0128	Pull Station	4th Stair C Gym	Single Action	32786764
0129	Pull Station	4th Stair D	Single Action	32786765
0130	Pull Station	4th Stair A	Single Action	32786763
0131	Pull Station	4th Storage Stair D by Stage	Single Action	33742147
0134	Tamper Switch	Basement Fire Pump Room Main Valve		38972676
0142	Waterflow Switch	4th North Stair		32786792
0143	Tamper Switch	4th North Stair		32786791

Certificate of Occupancy

CO Number: 310136493F

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.*

A.	Borough: Brooklyn	Block Number: 00634	Certificate Type: Final
	Address: 224 18TH STREET	Lot Number(s): 34	Effective Date: 12/24/2018
	Building Identification Number (BIN): 3336795	Building Type: Altered	
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: 1	(Prior to 1968 Code)	
	Building Occupancy Group classification: E	(2014/2008 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: 4	Height in feet: 59	No. of dwelling units: 0
C.	Fire Protection Equipment: Fire alarm system, Sprinkler system, Fire Suppression system		
D.	Type and number of open spaces: Parking spaces (10), Parking (1953 square feet)		
E.	This Certificate is issued with the following legal limitations: None		
Borough Comments: None			



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 310136493F

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	6	OG	E		3	ACCESSORY KITCHEN, BOILER ROOM, STORAGE
CEL	190	OG	A-3		3	CAFETERIA
OS P		60	S-2		3	PARKING 10 CARS
ME Z	34	100	E		3	CLASSROOM
001 001 134		60	E		3	CLASSROOMS, OFFICES, LOBBY, LIBRARY.
002 002 254		60	E		3	CLASSROOMS, OFFICES.
003 003 243		60	E		3	CLASSROOMS, OFFICES, NURSE'S ROOM
004	294	100	A-3		3	MULTIPURPOSE SPACE (GYNASIUM, LECTURE HALL) STORAGE/MOVABLE STAGE AREA, STORAGE ROOMS
RO F		40	E		3	STAIR BULKHEAD AND MECHANICAL EQUIPMENT
FIRE DEPARTMENT APPROVAL DATED MARCH 31, 1969 (INTERIOR FIRE ALARM) AND ACCOUNT #C 706735 ISSUED 1968 (FUEL OIL) NO SCENIC ELEMENTS						
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT