

**BOARD OF TRUSTEES**

Brenda Marrero, Esq. Chair  
Nelson Flores, Ph.D., Vice Chair  
Joseph DuCette, Ph.D., Member  
Donna Nuccio, Member  
Sarah Finkelstein, Member  
Caroline Gorman, Esq. Member

**PARENT REPRESENTATIVES**

Dana B. Espinosa, Secretary  
Jessika Garcia

**BOARD OF TRUSTEES  
MEETING MINUTES**

**Location:** Zoom.us – Meeting ID: 991 2965 1199

**Monday, November 16, 2020**

**Board Members Present:** Brenda Marrero, Esq. Dr. Joseph DuCette, Dr. Nelson Flores, Caroline Gorman, Donna Nuccio, Jessika Garcia, Dana Espinosa

**Board Members Absent:** Sarah Finkelstein

**Quorum Established:** Yes

**Others Present:** Dr. Darcy Russotto, CEO; Robin Eglin, Omnivest; Yolanda Cooper, Principal; Dr. Joshua Fineberg, Director of Student Services; Jennifer McNeil, Director of Special Education; Evaleen DeMarco, Director of Strategic Initiatives

**Call to Order**

- Meeting was called to order at 4:34pm.

**Public Testimony**

No Public Testimony

**Board Governance**

- MOTION to APPROVE meeting minutes for 10/19/20 by Gorman, seconded by DuCette. Garcia and Flores abstain. Motion passed.
- DeMarco provides an overview on school website update. Requested that each board member provide an update of their bio, a photo and according to Household 703, a formal email address for publication. DeMarco will follow up with individual email requests to each board member.

**Financials**

- *Review of the October Financials provided by Robin Eglin.* Current Ratio: 1.07; Cash on Hand: 47.57; Debit Ratio: 0.43; Total Margin: .42%; Lease Coverage Ratio: 1.15. – PASS
- Clarified position of Cash on Hand
- Provided an update on status of PPP Loan
- Discussed PCCD Gran and Federal Titles



### **School Report**

Yolanda Cooper provided an overview and presentation of the school report. Discussed important dates and the school's learning models. At this time, Pan Am is to continue its remote instruction model based on the level of community transmission. The community transmission data is available on PDE's website. The school leadership team will continue to meet and discuss regarding reopening and its educational plans (blended, remote, etc.)

**Entered into EXECUTIVE SESSION AT 5:07 PM to discuss employee and personnel matters.  
Returned to REGULAR SESSION at 5:15 PM.**

### **Action Items**

- MOTION to APPROVE Severance Agreement by Marrero, seconded by DuCette. Motion passed.
- MOTION to APPROVE Devine Bros Agreement by Espinosa, seconded by Gorman. Motion passed.

There being no further business to come before the board, the regular meeting was adjourned at 5:29pm.

Minutes Recorded by: Lisandra Kelly

