



### 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: 935 1879 9890

**Monday, February 8, 2021**

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

**Board Members Absent:** Dr. Nelson Flores

**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; David Shemaria, Assistant Principal; Mercedes Walton-Mason, Assistant Principal

### Call to Order

- Meeting was called to order at 4:33pm.

### Public Testimony

No Public Testimony

### Board Governance

- MOTION to APPROVE meeting minutes for 1/11/21 by Nuccio, seconded by Marrero. Motion passed.

### Financials

- *Review of the January Financials provided by Robin Eglin.* Current Ratio: 1.21; Cash on Hand: 64.74; Debit Ratio: 0.45; Total Margin: 5.03%; Lease Coverage Ratio: 1.76. – PASS
- Bond Covenant: The school is always compliant with the required bond covenant, which is 1.5. An error was found in the system, which had the covenant set at 1.1. The bondholders were contacted to rectify the error and the internal financials were shared to confirm the school has always been in compliance. A waiver is being submitted with an additional disclosure to EMMA for the purposes of notification and transparency.

### School Report

School leadership provided an overview of the reopening plan, discussing the learner models, which are in-person, hybrid and remote. In an effort to communicate the learning models with parents, the school has engaged with parents via parent surveys, parent forums, Class Dojo, School Messenger and the school website. The deadline for parents to select a learning model was 2/5 by noon, with non-responders automatically continuing in the remote learning model.





The community transmission rates continue to be monitored. At this time, the rates are substantial, but show a trend of decreasing. The school will return to onsite work and in-person learning when transmission rates sustain at the moderate level for two weeks. The school is hoping students will return in-person in April after Spring break.

The school has updated its instructional schedule to accommodate in-person and remote learning. The new schedule will begin at 8am and end at 3pm, Monday through Thursday. Fridays, the students will be in class 8am – 4pm, with 1-4pm scheduled as Independent Study. Students are not expected to report to school in full and regular uniform but must have Pan Am gym tees.

Teaching staff have the autonomy within their grade groups to discuss their in-person and remote learning schedules.

The school confirms that social distancing, masks and other procedures to minimize the spread of illness will be enforced. Additional masks will be available to students that are in need. The students will have breaks for movement and mindfulness. Mask breaks will be weather permitting as students will be taken outside for those breaks. There will be a total of four 15-minute breaks, with one scheduled and the other three scattered throughout the day.

Dr. Russotto discusses the possibility of implementing COVID19 surveillance testing for students and staff, as studies show that weekly screening can prevent 60% of virus transmission. It is the hope of the school to conduct testing for staff prior to returning and continue testing on a weekly basis, thereafter. Surveillance testing is planned as a short-term project. Currently, many universities have implemented surveillance testing programs. The school is consulting with its general counsel, discussing financial sustainability and consulting with MACCS, the school's nursing provider on logistics. As it concerns students, the Board would like to learn more about parent involvement, any possible barriers (i.e., HIPAA), equity, etc.

The Health and Safety Plan has been updated to reflect upgrades to the ventilation system. The school will also be using a digital platform called SchoolPass as a wellness screener for all staff, students and visitors.

In preparing for academic recovery, Dr. Fineberg discusses the need for a digital platform that encompasses data collection and MTSS supports. The point being for the school to take a holistic approach in unifying systems to take a look at the whole child. The student/teacher support platform would assist the school in its decision making. In order to share data with parents via such a system, the communication and involvement will need to be on a frequent and consistent basis. User friendliness is a must and information in Spanish will be required. The goal of the system is to identify gaps in student learning. The school is researching vendors at this time with the hope to have a system up and running in September. Product ranges an average of \$7K to 12K in first year and lesser the following years (\$4K-10K depending on add-ons).





**Entered into EXECUTIVE SESSION AT 6:16 PM to discuss legal and personnel matters.  
Returned to REGULAR SESSION at 6:29 PM.**

**Action Items**

- MOTION to APPROVE PA Coalition Resolution by DuCette, seconded by Gorman. Marrero abstains. Motion passed.
- MOTION to APPROVE Salary Adjustment for Lisandra Kelly by Espinosa, seconded by Nuccio. Motion passed.
- MOTION to APPROVE Amended Health and Safety Plan by Gorman, seconded by DuCette. Motion passed.
- MOTION to APPROVE SchoolPass Agreement by Marrero, seconded by DuCette. Motion passed.
- MOTION to APPROVE Possible Calendar Change for April 5<sup>th</sup> by Marrero seconded by Finkelstein. Motion passed.

There being no further business to come before the board, the regular meeting was adjourned at 6:33pm.

Minutes Recorded by: Lisandra Kelly

