



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: 992 4364 1017

Monday, September 21, 2020

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

Board Members Absent: None

Quorum Established: Yes

Others Present: Dr. Darcy Russotto, CEO; Robin Eglin, Omnivest; David Shemaria, Assistant Principal; Mercedes Walton-Mason, Assistant Principal; Yolanda Cooper, Principal; Dr. Joshua Fineberg, Director of Student Services; Jennifer McNeil, Director of Special Education

Call to Order

- Meeting was called to order at 4:35pm.

Public Testimony

No Public Testimony

Board Governance

- MOTION to APPROVE meeting minutes for 8/10/20 by Gorman, seconded by DuCette. Marerro abstained. Motion passed.
- Board Retreat planned for August will now take place in two sessions; DEI Training in October and Capital Projects in November at 3:30pm before the regularly scheduled board meetings.

Financials

- *Review of the July/August financials provided by Robin Eglin.* Current Ratio: 0.20; Cash on Hand: 73.80; Debit Ratio: 2.19; Total Margin: 17.92%; Lease Coverage Ratio: 2.80. – PASS
- Dental premium credits were issued.
- True up will happen on September 23rd and will be reflective in October payment. Budgeted for 210 students, but snapshot will only have 190. The budget deficit will be an estimated \$100K. The kindergarten students will reflect in later budgets. Director of Special Education discussed hardships on testing incoming kindergarten students and holding IEP meetings virtually.



School Report

- Russotto provided an overview of the Comprehensive Plan to be submitted in October.
- Reviewed grants the school applied for, including the tech grant, which was denied the first round, but funded the 2nd round. The school received the Fresh Fruits and Vegetables Grant again and is currently figuring out how to distribute with the current situation. The school has partnered with Revolution Foods for pickups. Family turnout for food pickup is low. Looking to provide meal prep boxes for families that include dinners and recipes.
- The school is continuing to host school events and activities virtually.
- Partnered with Congreso to host an ACCESS center (DHS's version of Out of School Time). Pan American was given 44 slots, which were filled by the school's students.
- Student attendance is being monitored to the best of our abilities
- Principal Cooper provides a summary on the start of the school year, including home visits, attendance & rostering, departed staff and incentives.
- At this time, the school is assessing the use of the self-management tools, such as Calm App, Yoga Sessions, and other mindfulness tools to gauge impact of SEL instruction and wellness benefits.
- Espinosa requested clarification on WIN time in which Assistant Principal Mason responded on how students are assessed.

Entered into EXECUTIVE SESSION AT 5:54 PM to discuss personnel matters, salaries and new hires. Returned to REGULAR SESSION at 5:58 PM.

Action Items

- MOTION to APPROVE the New Hires, Carmen Christensen, Stephanie Gomez, Tamika Burton by Flores, seconded by Finkelstein. Motion passed.
- MOTION to APPROVE Comprehensive School Plan by Marrero, seconded by Nuccio. Motion passed.
- MOTION to APPROVE Zero Defect Design Website Services Contract by Ducette, seconded by Marrero. Motion passed.
- MOTION to RATIFY Yoga Services Contract by Flores, seconded by Garcia. Motion passed.
- MOTION to APPROVE Rental Reimbursement for Annex by Espinosa, seconded by Finkelstein. Motion passed.
- MOTION to APPROVE Rental Reimbursement for Main Building by Marrero, seconded by Nuccio. Motion passed.

There being no further business to come before the board, the regular meeting was adjourned at 6:08pm.

Minutes Recorded by: Lisandra Kelly