



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: 965 4361 1519

Monday, August 10, 2020

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

Board Members Absent: Brenda Marrero, Esq.

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; Jeff Stacey of O'Donnell Stacey Associates.

Call to Order

- Meeting was called to order at 4:36pm.

Public Testimony

No Public Testimony

Board Governance

- MOTION to APPROVE meeting minutes for 6/29/20 by Finkelstein, seconded by DuCette. Motion passed.
- MOTION to APPROVE special meeting minutes for 7/27/20 by Finkelstein, seconded by DuCette. Garcia and Espinosa abstained.
- MOTION to APPROVE the reappointment of Brenda Marrero for another term beginning August 2020 and ending August 2022 by Flores, seconded by Gorman. Motion passed.
- MOTION to APPROVE the reappointment of Donna Nuccio for another term beginning August 2020 and ending August 2022 by Finkelstein, seconded by Gorman. Motion passed.
- MOTION to APPROVE the reappointment of Dana Espinosa for another term beginning August 2020 and ending August 2022 by DuCette, seconded by Gorman. Motion passed.
- MOTION to APPROVE the reappointment of Sarah Finkelstein for another term beginning August 2020 and ending August 22 by DuCette, seconded by Nuccio. Motion passed.

Financials

- *Review of the June financials provided by Robin Eglin.* Current Ratio: 1.18; Cash on Hand: 57.96; Debit Ratio: 0.45; Total Margin: 1.44%; Lease Coverage Ratio: 1.30. – PASS
- At this time, the school is closing the school fiscal year with a soft close due to an ongoing fiscal audit. The forecast from now until September is strong. Espinosa inquired about the building expenses being above average considering school closure. Management services have been high due to costs and repairs.
- Budget and reconciliations will be monitored closely due to Act 13.



School Report

- *Jeff Stacey of O'Donnell-Stacey Associates provides legal update and guidance on school reopening under COVID19.* Discussed liabilities, validity of waivers and negligence claims, legal risks with hybrid and 100% remote learning and indemnification. Despite COVID19's impact on providing services, there are no waivers for IDEA. At this time, the best thing for the school to do is to continue using the information that is available to update documents accordingly. Flores would like to schedule a brainstorming session regarding the pandemic's impact on special education and its provision.
- Board members expressed concerns regarding confidentiality and how virtual instruction impacts FERPA due to offsite locations. The school has set in place "Work from Home" expectations for staff and is taking steps to the best of their ability to protect confidentiality.

Entered into EXECUTIVE SESSION AT 5:49 PM to discuss personnel matters, salaries and new hires. Returned to REGULAR SESSION at 6:00 PM.

Action Items

- MOTION to APPROVE the *New Hires, Franck Pluviose, Karla Alvarez, Kenneth Perry, Natalie Poltash, Tori Golden* by Garcia seconded by Gorman. Motion passed.
- MOTION to APPROVE *Personnel Salaries of New Hires, Carmen Guevara, Lori Zimmaro and Jaslyn Tirado* by Garcia seconded by Gorman. Motion passed.
- MOTION to APPROVE *2020-2021 Employee Handbook* by Flores, seconded by Nuccio Motion passed.
- MOTION to APPROVE *2020-2021 Student & Family Handbook with recommended legal updates/suggestions and revised formatting* by Gorman, seconded by DuCette. Motion passed.
- MOTION to APPROVE *COVID-19 Policies, Procedures & Protocol with the recommendation that students and parents also sign a receipt of acknowledgement* by Flores, seconded by Espinosa Motion passed.
- MOTION to APPROVE *Remote Work Policy* by DuCette, seconded by Gorman. Motion passed.

There being no further business to come before the board, the regular meeting was adjourned at 6:19pm.

Minutes Recorded by: Lisandra Kelly