

## **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:821 5102 0296

**Monday, Oct 18, 2021**

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

**Quorum Established:** Yes

**Others Present:** Dr. Darcy Russotto, CEO; Robin Eglin, Omnivest; Dr. Joshua Fineberg, Director of Student Services; Mercedes Walton-Mason, Assistant Principal; Yolanda Cooper, Principal, David Shemaria Assistant Principal, Lisandra Kelly Head of Operations,

### **Call to Order**

- 4:33PM

### **Public Testimony**

- No Public Testimony

### **Board of Governance**

Motion to approve the meeting minutes for 9/20 and 10/4, with two revisions that Sarah be taken off because she wasn't present. Also for the vaccination date to be changed from October 14th to October 18th. Motion to approve Meeting *Minutes from 9/20 & 10/4 Special Meeting were then voted on without objection.*

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### **Finance Report**

- ***Robin Eglin shares the financial for the ending month and September***  
Current Net loss of \$185,286  
Budget Net loss of \$122,683  
Tuition from the School District of Philadelphia is below budget by \$85,000 to adjustments for the July-Sept time period.  
YTD Expenses are below budget by \$89K, Total Margin -3.84%  
Charter School Office's Standard is 0%, Significantly below standard is -10%  
Debt Service Coverage 0.62, Required at least 1.15 = FAIL  
*Question was asked about the true opt because we failed this year. Robin stated that there will be two other opportunities to pass.*  
Financial Bond report is Nov 14th
- ***Audit Update: Currently On-going and putting together the draft documents. Our goal is to have a draft to the board by Nov and have a final by the end of December and have our annual report to the bond trustees on December 25th.***

### **School Report**

- Darcy: wanted to know that the PSSA data is in the school report and since Yolanda is currently away. We will do a deep data dive in the November Meeting.
- Darcy: Enrollment, our plan is to have the numbers up by the end of this week by taking in new students in K-2nd grade. Trying to keep those numbers at a comfortable level and not trying to overwhelm the teachers. We have had a few teacher resignations as well since our last meeting. We might have to expand enrollment to upper grades as well.
- Darcy: We are currently struggling with staffing. We have a few open positions and we are looking for multiple teachers.

### **Strategic Discussion**

- Darcy: Application requirements have been difficult. We will submit a high school application soon and the process is lengthy and a volume of information. As we're preparing an application we have to have everything in order with the contractor and companies we work with. Those outside entities will work against us if they are not in order.
- Robin: *there's a few things the school district will ask of, health insurance benefits will have to mirror school district staff if not the same. They ask for more openness with payments to contractors. Nothing besides those things will hinder us.*
- Darcy: If we're able to add someone on the team to handle the application process. However currently, it might be a bit much because we're focusing on other things such as enrollment.
- Darcy: As we continue to go further we will invite Jeff back to explain legal things with the application process and moving forward.

### **Executive Session 5:18PM Ended at 5:32PM**

#### **Action Items**

- *Motion to Approve one new hire: no objections*
- *Motion to Approve personal salary for new hire: no objections*
- *Motion to Approve Athletic stipend, for athletic director and volleyball: no objections*
- *Approval of PDE Form 5.21, with the amendment of changing school start date and end date because the document edits on its own: Motion to Approve with no objections*

### **Meeting adjourned at 5:37PM**

*Minutes recorded by: Darius Robinson-Wallace*