

## **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:  
**Monday, February 28, 2022**

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

**Board Members Absent:** Caroline Gorman, Dr. Nelson Flores

**Quorum Established:** Yes

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

### **Call to Order**

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

### **Public Testimony**

- Previously received a public testimony request from parent, Carlos Carmona to provide public comment at the February scheduled meeting. Parent did not attend.

### **Governance**

- MOTION to APPROVE *meeting minutes for 1/24/22 as edited* by Espinosa, seconded by Garcia. Motion passed.

### **Finance**

- *Review of the January Financials provided by Robin Eglin.* Current Ratio: 1.39; Cash on Hand: 32.89 - FAIL; Debit Ratio: 0.36; Total Margin: 4.08%; Lease Coverage Ratio: 1.69. – PASS
- Received late approval of ESSER II FUNDS. Major reconciliation will be happening in April.
- *Audit and Finance Committee Update:* The school leadership team has been working on the school schedule and staffing models. Check-ins will continue throughout March and April in the hopes to present a solid plan in May. Tuition rates are a concern at this time, with Eglin elaborating on tuition rate calculation and rates. The school's plan at this time is to create a plan on a 2% decrease along with other contingency models, which sadly impacts the staffing model as tuition rates feed a large part of the staffing. Fineberg inquires about ESSERS penalties and the reduction of budget funds. The bad news is that ESSERS III is the largest fund and it is going to cover two fiscal years (2022-2023 and 2023-2024). There will be issues with recovery and contractual costs.
- The school will need to access specific funds via its bond trust to address the replacement of its HVAC unit and controller. Omnivest has requested through the bondholders and trustees permission to use the funds for repairs and replacements. The school has also been subject to numerous break-ins, which requires an upgrade of security measures (i.e., installation of rolling steel door). Nuccio asks if there are any concerns with projection rates being impacted by borrowing for repairs, in which Eglin [Omnivest] replies that there is no concern.

### **School Report**

- The school report is presented by Dr. Russotto.
- The school leadership discussed Wellness Wednesdays and their request to extend it until the last semester. Wellness Wednesday was implemented for several reasons, one of them being to combat teacher burnout and resignations. September through December, the school had eight teacher resignations. When Wellness Wednesday was implemented in January, the school had one teacher resignation. It has also brought forth opportunities that have been fruitful, such as fostering connection with students. Shemaria elaborated on building community meetings and electives again as well as improvement in Community Project administration and participation. Staff members have been providing great feedback. In regards to parent feedback, for some parents it is tough, but for the most part the schedule has been working out without impacting attendance. Garcia adds that as a parent while she recognizes that it is tough, she makes it work and sees a noticeable improvement in her son's energy levels. Russotto adds that this Wellness Wednesday schedule is not only for staff, but also for student wellness. Burnout and exhaustion is at both the student and teacher level.
- The lunchroom organization has been reset – beginning the steps for a better place for the start of the next year.
- The calendar has also been amended to include early dismissals for students participating in PSSA exams during its administration.

**Entered into EXECUTIVE SESSION AT 5:24 PM for compensation review and personnel matters. Returned to REGULAR SESSION at 5:38 PM.**

### **Action Items**

- MOTION to APPROVE *new hires and respective salaries (Carl Cristella, Miobelin DeJesus)* by Marrero, seconded by DuCette. Motion passed.
- MOTION to APPROVE *phone system upgrade with the input of the final decision from the Director of Technology* by Marrero, seconded by Garcia. Motion passed.
- MOTION to APPROVE *HVAC Proposal (Option 1) from Devine Bros.* by Marrero, seconded by Nuccio. Motion passed.
- MOTION to APPROVE *Amended School Calendar for the 2021-2022 school year* by Marrero, seconded by Espinosa. Motion passed.

Meeting adjourned at 5:45PM.

Minutes recorded by: Lisandra Kelly