

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: 853 6807 2245

Monday, June 27, 2022

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

Board Members Absent: Dr. Nelson Flores

Quorum Established: Yes

Others Present: Dr. Darcy Russotto, Robin Eglin, Omnivest LLC

Call to Order

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

Public Testimony

- No Public Comment

Governance

- MOTION to APPROVE *meeting minutes for 5/16/22* by Marrero, seconded by Espinosa. Motion passed.
- Board Member Resignation: Sarah Finkelstein shared that this meeting would be her last meeting as a board member. She happily announced that she is welcoming a new addition to the family in August. Finkelstein is currently working with colleagues to recruit/recommend a replacement with another Comcast-affiliated board member.
- Board Vacancies: The school is hoping to have board vacancies filled by the next regular meeting and is currently working on recruitment and networking opportunities with its Director of Strategic Initiatives.

Finance

- *Review of the May Financials provided by Robin Eglin.* Current Ratio: 1.67; Cash on Hand: 77.78 (PASS) Debit Ratio: 1.73; Total Margin: 7.96%; Lease Coverage Ratio: 2.32. – PASS. The budget variance will be revisited as it relates to ESSER funding.
- *Audit and Finance Committee Update:* Dr. Russotto provides a presentation summarizing the SY22-23 Final Budget. Details of the final budget include: Tuition & Enrollment, Staffing Model, ESSER Support for Staff, Upgrading to New Salary Guidelines, and Approved Private School Placements. The final budget has the recommended 20K cushion requested by Omnivest, LLC.
- In looking towards future planning, the school is looking at how it can support all students and service students with special education needs while maintaining a fiscally responsible budget using the proposed tiered funding system.

School Report

- The school report was shared with board members, followed by a brief overview and highlighting Teacher of the Year, Ernie Richardson Santana and the Yolanda Pastrana Service Award Recipient, Jenny Velazquez.

- Food Service: Marrero inquires about the food service inspection date due by June 30th.. The school has been unable to obtain an inspection, but has documented outreach to request an inspection back in January and in March.
- Safety: Espinosa inquires about the break-ins and what the school is doing to prevent further incidents. The break-ins are all perpetrated by the same person, with damage to school property, such as broken glass doors and with the stolen items only being trash bags. Police reports have been filed. Russotto shared that the school will most likely get a rolling steel door.

Entered into EXECUTIVE SESSION AT 5:37PM to discuss the School Safety and Security Report, to review compensation and discuss personnel matters. Returned to REGULAR SESSION at 6:05PM.

Action Items

- MOTION to APPROVE 2022-2023 School Budget by Marrero, seconded by DuCette. Motion passed.
- MOTION to APPROVE Administrative Contracts for David Shemaria and Mercedes Walton-Mason by Marrero, seconded by Espinosa. Garcia abstained. Motion passed.
- MOTION to APPROVE New Hires (Aries Rivera, Catherine Morrissey, Damiika Frias-Bueno, Felicia Fernandez, Jessica Acholonu, Kristen O'Neill, Lafay Johnson, Hannah Moss, Ariamgelly Santiago) by Marrero, seconded by Gorman. Motion passed.
- MOTION to APPROVE Personnel Salaries by Marrero, seconded by Finkelstein. Motion passed.
- MOTION to APPROVE BBD Fiscal Audit Engagement Letter by Marrero, seconded by Nuccio. Motion passed.
- MOTION to APPROVE 2020-2021 Form 990 by Marrero, seconded by Garcia. Motion passed.
- MOTION to APPROVE 2022-2023 Vended Meals Contract by Marrero, seconded by DuCette. Motion passed.
- MOTION to APPROVE 2022-2023 Liability Insurance Renewal by Marrero, seconded by Gorman. Motion passed.
- MOTION to APPROVE 2022-2023 Student Code of Conduct by Marrero, seconded by Finkelstein. Motion passed.
- MOTION to RATIFY 2022-2023 Cigna Health Benefits Renewal by Marrero, seconded by Finkelstein. Motion passed.
- MOTION to RATIFY 2022-2023 Worker's Compensation Insurance Renewal by Marrero, seconded by Garcia. Motion passed.

Meeting adjourned at 6:15PM.

Minutes recorded by: Lisandra Kelly