

BOARD OF TRUSTEES

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Donna Nuccio, Member
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PARENT REPRESENTATIVES

Dana B. Espinosa, Secretary
Jessika Garcia

BOARD OF TRUSTEES MEETING MINUTES

Location: Zoom.Us – Meeting ID: 853 6807 2245

Monday, August 1, 2022

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

Board Members Absent: Dr. Nelson Flores, Caroline Gorman

Quorum Established: Yes

Others Present: Dr. Darcy Russotto, CEO; Evaleen DeMarco, Director of Strategic Initiatives; Dr. Joshua Fineberg, Director of Student Services; David Shemaria, Upper School Principal; Robin Eglin, Omnivest LLC; Mercedes Walton-Mason, Lower School Principal; Sonya Sedegui, CSO of SDP, Mariel Ziegler, CSO of SDP

Call to Order

- Meeting was called to order at 4:38pm.

Public Testimony

- No Public Comment

Governance

- MOTION to APPROVE *meeting minutes for 6/27/22* by Marrero, seconded by DuCette. Motion passed.
- Board Member Vacancy: The school is currently working to fill the school appointment vacancy and working with Congreso to fill their appointment. The school has a few resumes from interested candidates - hoping to present at the next meeting. Marrero refers the school to the Forum of Executive Women.
- The Board has agreed to renew the terms for: Brenda Marrero, Donna Nuccio, & Dana Espinosa. Renewal Term is for two years expiring in 2024. MOTION to APPROVE *renewal of terms* by Marrero, seconded by Nuccio. Motion passed.

Finance

- *Review of the June Financials provided by Robin Eglin.* Current Ratio: 1.50; Cash on Hand: 67.34 (PASS) Debit Ratio: 1.72; Total Margin: 6.30%; Lease Coverage Ratio: 2.09. – PASS.

Development

- Development and Fundraising Update presented by Evaleen DeMarco. DeMarco discusses the YASS and PCCD grants. The YASS grant is an opportunity to have a dedicated and additional space to support SEL and Mental Health Initiatives. PCCD will support safety initiatives. The YASS award will be towards an expansion, which should be unique and innovative. Narratives for this grant include items such as a yoga space and podcast space. The school will select a non-grant writing representative, which will be David Shemaria. YASS commits to develop leaders as well in helping them pitch innovative ideas.
- The school continues to build partnerships. Currently, working on partnerships with Learn to Row, a black female led program teaching kids how to row; Students Run Philly, a program organizing

student groups to marathon train for different marathons with the ultimate goal of running the Broad Street Run (kids will be equipped with running gear). The school is also looking to bring back Girl Scouts of America and possibly try to see if they can bring in Boy Scouts of America. Marrero shares that there are many opportunities for rowing, including scholarships, stating her son is an active rower in his high school.

- We are excited that during the summer we held a kinder camp for our incoming kindergarteners as well as planning our annual back to school party.
- The Athletic and Tech Sale fundraisers did extremely well, which DeMarco is hoping is a segway for returning to regular fundraising activities that can raise over \$50K.
- Espinosa inquired about the school garden and DeMarco stated while the Food Trust has been involved and there are guidelines on the investment with grant monies, the school will need to focus on in-house initiatives to support the garden on a consistent basis.

School Report

- Mason and Shemaria provide an overview of the school report, highlighting student data for each grade. It is important to note that in reviewing data, students in the "bubble" are proficient, but on the verge of becoming basic.
- The school is using Star to provide benchmarks, which is adaptive and provides a grade equivalency level.
- Last school year, students were given three benchmarks. The school also used LinkIt, a predictive model, dictating how students will perform on the PSSA. The difference between LinkIt And Star is that Star is a national assessment, comparing our students to students all over the country. As a predictive measure, Star is a better tool to test if a student is proficient and above. Linkit hones in on PSSA data and is better at predicting if a student is basic or below basic.
- PSSA outperformed some of the school's expectations with the exception of math data. The data shows that the school needs student growth and instructional scheduling.
- Based on STAR benchmark data, LinkIt and PSSA data, the school has developed an action plan. The school will switch ELA/SLA to a 90-minute block, reintroduce algebra with an opportunity for students to take the keystones. The school will also enhance science curriculum using Amplify Science. The school is also starting small group instruction for SLA/ELA a month earlier than usual and a thoughtful assessment calendar has been created to help with adjustments and tweaks in reviewing data.
- Espinosa and Nuccio inquire about scheduling challenges, but Shemaria and Mason share that rostering was considered using teacher feedback. Teachers will continue to have two preps, which is more than what the average school provides.
- Nuccio understands that strategies take time to work, but inquires about when the school is looking to see benefits – and Shemaria and Mason share that they hope to have something on September 30th, with benchmarks being issued during the first 5 weeks. The school is looking to see growth in Trimester 2 and 3 using Linkit to identify the holes. The admin team is working with teachers to not view data at the surface level. The school is launching an Advocacy for All approach, which is a personalized data dive with each student to create individual academic goals. Parents will be involved in this approach by viewing the student goals. Nuccio adds that the school is doing great showing intentionality, strategic planning in academic goals and achievement.

Entered into EXECUTIVE SESSION AT 5:41PM to discuss review compensation and discuss personnel matters. Returned to REGULAR SESSION at 5:49PM.

Action Items

- MOTION to APPROVE New Hires (Marc Bernal, Miguel Vargas) by Marrero, seconded by Espinosa. Motion passed.
- MOTION to APPROVE New Hire Salaries by Marrero, seconded by Nuccio. Motion passed.
- MOTION to APPROVE 2022-2023 Student & Family Handbook, by Marrero, seconded by DuCette. Motion passed.

- MOTION to APPROVE 2022-2023 Employee Handbook in its substantial form as attached hereto, and to authorize the CEO, in consultation with legal counsel, to add, modify or amend language in the following areas, consistent with the School's legal obligations as it pertains to local, state and federal guidelines and policies by Marrero, seconded by Garcia. Motion passed.
- MOTION to RATIFY 2022-2023 CBS Property Management Agreement by Marrero, seconded by Espinosa. Motion passed.

Meeting adjourned at 6:01PM.

Minutes recorded by: Lisandra Kelly