

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting
Thursday, August 6th, 2020
9:00 AM**

Board Members Present: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Board Members Absent: Rev. Luis Cortes, Ms. Carmen Torres

Staff/ Management Present: Rev. Danny Cortes, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmina Campos-Rivera, Mr. Joe Papeika, Mr. John Madden, Mr. Artemio Rodriguez, Mr. Daniel Schroeder, Ms. Maryelis Santiago, Mr. Drew Laskowski, Mr. Zachery Devlin, Ms. Maryelis Santiago, Mr. Dan Schroeder.

Welcome/Greetings

Rev. Magaly Martinez welcomed all and called the meeting order at 9:05 am.

Approval of Minutes

Rev. Magaly Martinez called a motion to approve the June 11, 2020 Board Meeting minutes. Ms. Judy Torres-Lynch moved. Ms. Carmen Rocha seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Board Elections

Following the corporate by-laws and the Pennsylvania Public School Code, the annual Board of Trustees elections were held. The Board of Trustees appointed Jorge Calixto as Treasurer. Jasmina Campos-Rivera as Assistant Secretary. Eight board members were reappointed to an additional term.

Recommended the Board elect the 2020-21 Officers as nominated:

<u>Office</u>	<u>2019 Officers</u>	<u>2020 Officers</u>
Chairperson	Rev. Magaly Martinez	Rev. Magaly Martinez
Vice-Chairperson	Ms. Carmen Rocha	Ms. Carmen Rocha
Treasurer	Ms. Carmen Rocha	Mr. Jorge Calixto
Secretary	Ms. Carmen Torres	Ms. Carmen Torres

Assistant Secretary (New)

Ms. Jasmina Campos-Rivera
(non-member)

Current Board Members

Mr. Jorge Calixto Rev. Luis Cortes Dr. David Hurtado
Ms. Carmen Infante Rev. Magaly Martinez Ms. Carmen Rocha
Ms. Amanda Roman Ms. Carmen Torres Ms. Judith Torres-Lynch

Rev. Magaly Martinez called a motion to approve the nomination of the 2020 Officers as recommended. Ms. Carmen Rocha moved. Mr. David Hurtado seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Finance Report

Mr. Artemio Rodriguez shared the statement of financial positions as of April 30, 2020. Ms. Judy Torres-Lynch expressed her concern with having a healthy ratio of 11.6 and total cash of \$2,672,018. For the next board meeting, she suggested a 5-minute review on cash at work and document what kind of reserves were put aside for future items. Ms. Judy Torres-Lynch was also concerned with the current status of the Paycheck Protection Plan (PPP loan) and how it applies to ECCS. Rev. Danny Cortes reported there is no clarity yet on the interpretation of the federal law. The PPP funds will not be utilized until further clarification is provided.

Rev. Magaly Martinez called a motion to approve the April 2020 Monthly financial statement report as presented. Ms. Judy Torres-Lynch moved. Ms. Carmen Rocha seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Nays: 0

Abstentions: 0

COVID Grants

Dr. Marsh reported that ECCS received two grants that are COVID related: the Pennsylvania Commission on Crime and Delinquency (PCCD grant) and Coronavirus Aid, Relief, and Economic Security (CARES). It is important to note that cyber schools were not allowed to apply for PCCD funded grants in the past.

The PCCD Grant will be used as follows:

Amount	PCCD Description of Funds Utilization
--------	---------------------------------------

	(not to be used to replace regular business expenses)
\$10,000.00	Retrofit 3rd-floor Reception
\$10,000.00	Air Filtration System
\$10,000.00	Cleaning Supplies and PPE
\$9,000.00	Computers for staff that did not traditionally work remotely.
\$20,600.00	Computers for teacher development w/o studios at school.
\$16,400.00	Monitors for Home Offices
\$5,000.00	Office Chairs for Home offices
\$7,000.00	On-site Computer Collection
\$2,000.00	Scanners for Enrollment Team

Amount	CARES Description of Funds Utilization
\$38,238.00	Pimsleur will be used to help English Language Learners students and staff acquire a skill in Spanish to communicate with our students and families. Pimsleur provides reading lessons, practice skills after each lesson, flashcards for vocabulary review and quick match quizzes.
\$11,200.00	Tutor.com will be offered to all of our students this year. Tutor.com includes diagnostic tests, tutoring sessions recorded, prepping for ACT and SATs. Monthly reports will be included as well.
\$2,496.00	ECCS will use Adobe Creative Suite for digital signature mandated documents and for instructors to develop digital curriculum.
\$5,000.00	E-textbooks will be provided to students to keep students and staff safe. Also, to keep providing students with textbooks that are needed during the school year for the continuity of school.
\$28,000.00	ECCS will provide an ELD after-school program for ELD students to keep practicing all four language domains: reading, writing, listening and speaking.
\$50,440.00	The paraprofessional will be working closely with teachers to provide extra support and eliminate any language barrier. The paraprofessionals will be working remotely and supporting students in the live sessions.
\$15,000.00	BoardDocs will be purchased for board members to manage and control their meetings, link online policy documents, publish policy books, and provide security of agenda items and meetings.
\$6,000.00	Chromebooks will be provided to board members to practice social distancing and conduct our board meetings virtually.
\$60,000.00	ECCS will be purchasing partitions that need to be put in place to make our open space closed off for staff in their offices to follow CDC social distancing guidelines.

\$14,113.00	Nook Glowlight 3 will be provided to students to attend after school book clubs. Students will be able to read, highlight, and input notes while using the Nook Glowlight 3. This will be beneficial for students because ebooks will be provided to share with students while practicing social distancing.
\$5,000.00	ECCS will have a nurse on-site to continue revising student health records and making sure physicals are up to date. ECCS nurse will also be very beneficial post-COVID-19 to keep track of students who have the COVID-19 vaccine.

School Program Updates

Mr. Joseph Papeika reported on the new middle school and high school blended model, which will include synchronous live lessons and a greater academic burden on independent student work.

Mr. Joseph Papeika also noted that most classes would be taught by two certified adults or certified teachers and paraprofessionals. That team will pair up to do the direct instruction and work as a team to ensure the blended part of a student's academic week is tailored specifically to that group of students.

Rev. Danny Cortes suggested that the Board consider how to produce student learning best while striving to be in a favorable cash position that allows room for creativity. He also suggested considering the efficiency of adding paraprofessionals as enrollment grows.

Credit Recovery

The instructional team identified the need to provide underserved high school students with the opportunity to make up credits needed to graduate on time. Credit Recovery courses were written in-house by our content expert teachers as fully asynchronous, designed for students to go at their own pace, and built into the student schedule.

Mr. Jorge Calixto suggested that ECCS market a different name to the Credit Recovery Program to differentiate ECCS from other institutions that do not serve students well in this community. Mr. Danny Cortes added to the discussion to say that a more extensive discussion on marketing was on the meeting agenda.

Teacher Evaluation and Professional Goals

Mr. Joseph Papeika explained the new evaluation model this year is meant to open mutual dialogue between the principal or supervisor and the teachers and will also allow teachers to do educational action research on their own as part of the PDE differentiated supervision model.

Grading Policy

Mr. Joseph Papeika also reported that changes to the grading policy would be covered in the handbook section of the agenda and asked that, for the sake of time, the Board read the grading policy section.

Parent Contact and Log Entries

In response to community feedback this year, ECCS will begin framing contacts in terms of quality, and professional development will be offered to all teachers in August. This a way to ensure ECCS is making meaningful connections with families.

Student Orientation

The orientation curriculum was revised to become a bilingual, 5-day, asynchronous orientation. Though students will be working independently, advisors will check in to provide support throughout the day as they work.

School Counseling Department

This year the counseling department grew significantly to include three counselors and one social worker. The counseling team will be responsible for handling counselor duties and coordinating data and testing. The social worker will focus more on students' social-emotional wellness and other areas such as McKinney Vento, the Elect program, and monitoring Go Guardian.

Elementary Program Update

This year the Elementary Department is expanding to include K-2nd grades. The elementary model is more synchronous than the secondary school with a hint of blended learning. A new curriculum, Savaas Realize and will be used by students during their core classes. Additionally, supplemental resources will be available where students can play games and work on their math. The main philosophy, especially for the primary grades, is to learn by doing. Students will have touchscreen Chromebooks while also using a notebook to practice their handwriting and math skills. Manipulatives will also be used.

Ms. Judy Torres-Lynch asked what the plan is for engaging parents, as elementary students will not do this independently. Mr. Devlin responded that ECCS has a learning coach contract, which requires that a parent, family member, or guardian commit to being actively involved in the student's learning process. There will be a weekly request sent to parents for feedback regarding concerns or struggles they may be facing, and a webinar is being created to help parents understand the responsibilities of a learning coach.

ELD Program

This year, the ELD program plan is to build off of the blended model and implement that with more synchronous learning. The ELD department would like to use a "school within a school" model by having certified bilingual ESL teachers to help meet the needs of especially level 1 and level 2 students and improve Access scores in writing and speaking.

Special Education

The Special Education department is expanding its course offerings this new school year. The new schedule model will allow room for teachers and support staff to assist a class as a team and support a wide range of different student needs. Four special education teachers have been added this year in ELA, Math, Science, and Social

Studies. In the Middle School, a special education teacher was added to focus on ELA and Math. In the Elementary School, two new special education teachers were hired to support students this year as well. Language Live curriculum has been added to ELA this year. Star Math and Woodcock Reading Mastery assessment programs have also been added for this school year.

Instructional Coaching Report

One significant change this year to Instructional Coaching is dividing the teacher-leader tasks. Instead of one teacher responsible for several roles, this year, Department Chairs, Lead teachers and Instructional Coaches will focus on their own position. The intent is to make processes and action items more efficient. Goals to Improve instructional coaching were created as a collaborative effort between teachers and coaches. Regularly scheduled review meetings will be held this year to allow coaches and administrators opportunities to review individual teachers. Coaches will also have professional development opportunities to develop their skills further.

Family and Community Engagement

This year FACE is developing a marketing toolkit and implementing a marketing automation software platform that will support student and parent engagement. The purpose is to continue communicating to families and students of key resources, give parents and students a voice to express concerns, and promote parent and student advocates/ambassadors to support school initiatives.

ECCS Marketing Plan 2020-21

The goal for 2020-2021 is to implement a new automated marketing software platform and continue to use social media to generate more leads and measure marketing success more effectively.

Rev. Danny Cortes stated he would be interested to know what the strategy will be, who the audience is, and what the message will be. Knowing these items can produce better outcomes.

Growth/Facility Presentation

Dr. Marsh shared his presentation illustrating last year's enrollment and current enrollment, which is 737 students. He also shared that the elementary school will likely be four times what it was last year. While it is difficult to predict where enrollment will be on August 27, 2020, based on the current number, ECCS may begin the year with 800 or 900 students.

Dr. Marsh presented a draft of the staffing projections currently in place for enrollments of 900, 1200, and 2400 students. He also shared some of the ratios used to guide staffing.

Group	Ratio
Primary Grades	1 : 15
Elementary	1 : 20
Middle and High School	1 : 20 to 25

Learning Support (Sped)	1 : 15
ELD	1 : 20
Guidance Counselors	1 : 300

Personnel Report

New Hires:

1. Allen, Chall'ee, Bachelor of Science in Human Services, Springfield College Master of Science in Education: Instructional Leadership, Neumann University. PA Certification: Elementary Education, Special Education
2. Carrasquillo Medrano, Desiree: Paraprofessional - Math, 8/17/2020. Bachelor's degree in Business Administration, University of Puerto Rico. Master's degree in Mathematical Education, Interamerican University
3. Darden, Breeana: Elementary Teacher, 8/17/2020. Bachelor of Science in Education: Focus ECE, Temple University. PA Certification: Instructional I Certification Grades PK-4, TESOL Certificate
4. De Leon Colon, Heidi: Paraprofessional - Math, 8/17/2020. Bachelor's degree in Secondary Education, Concentration: General Sciences, Universidad del Turabo, Master's degree in Curriculum and Teaching in Science, MED, Universidad del Turabo
5. Figueroa Castro, Anthony: Paraprofessional - ELA and Science, 8/17/2020 Bachelor of Science in Physics and Electronics, University of Puerto Rico. Master of Educational Administration, University of Turabo
6. Gomez, Christina: Elementary Teacher, 8/17/2020. Bachelor of Science in Early Childhood Education, Eastern University. Master of Science in Education, Cairn University. PA Certification: Early Childhood Certification K-4, Instructional I
7. Gonzalez, Jose: Social Worker Director of Student Development, 7/22/2020. Bachelor's Degree in Social Work, University of Puerto Rico Spouse of Liram Santiago Lopez – Registrar
8. Gutierrez Sanchez, Adrian: ELA Teacher / Latino Arts, 8/17/2020. Bachelor of Science in Education: Secondary Education, English, Temple University. PA Certification: Praxis Hold
9. Hirschhorn, Jessica: Special Education Teacher, 8/17/2020 Bachelor of Arts in Early Childhood and Elementary Education, Arcadia University. Master of Education in Special Education, Holy Family University. PA Certification: N-3, K-6, ESL, Special Education
10. Hunt, Susan: Science and Theater Teacher, 8/17/2020. Bachelor's degree in Directing Theatre with a minor in Biology, University of North Carolina at Charlotte, Teacher Certification, Anne Arundel Community College. PA Certification: 7-12 Biology, MD Certification: 7-12 Theatre and Biology
11. Isham, Alexander: Teacher, 8/17/2020. Bachelor of Arts in History and Political Science, The College of Saint Rose. Master's degree in Secondary Education: Social Studies, Temple University. PA Certification: ESL

12. Lippert Figueroa, Paul: Paraprofessional - ELA, 8/17/2020. Bachelor of Arts in English and Spanish, minor in Multicultural Studies, Nazareth College of Rochester
13. Lozada Troche, Charlene Paraprofessional, Bachelor of Science in Chemical Engineering, University of Puerto Rico
14. Nelson, Nymira, Kindergarten Teacher Bachelor of Arts in Elementary Education, Rosemont College Master's degree in Education, Saint Joseph's University
15. Rivera, Amy: Elementary/ELD Teacher's Assistant, 8/17/2020 Bachelor's degree in Journalism, Eastern University. Bachelor's degree in Adult and Organizational Development, Temple University
16. Schoennagle, Keana: Guidance Counselor, 8/10/2020 Bachelor's degree in Psychology, Bryn Athyn College of the New Church Master's degree in Counseling Psychology (School Counseling), Rosemont College. PA Certification: Elementary and Secondary School Counselor PK-12 (Educational Specialist I)
17. Sweeney, Lori: Health and PE Teacher, 8/17/2020 Bachelor of Science in Physical Education, Concentration: Athletic Training, East Stroudsburg University, Master of Education in Physical Education, Trenton State College, Doctor of Philosophy in Kinesiology, Concentration: Sports Medicine/Athletic Training, Temple University, PA Certification: (Pending) Health and Physical Education

Staff Departures for 2019-2020 Academic Year:

1. Cabrera, Jinette: Administrative Assistant to the CEO, 5/7/2020
2. Camacho, Joshua: Student Support Specialist, 8/23/19
3. Carias, Jelissa: Director of Student Development, 12/13/19
4. Faulkner-Beitzel, Carolyn: Director of Curriculum and Accountability, 6/30/2020
5. Karkov-Loune, Maria: Special Education Teacher, 6/30/2020
6. Klucinec, Tricia: Special Education Teacher, ELA RTI Teacher, 1/31/2020
7. Koliba, Alison: Special Education Teacher, 7/30/2020
8. Muniz, Eudariz: ESL Teacher, 6/30/2020
9. Osif, Shawn: Math Teacher, 6/30/2020
10. Rambo, Ryan: Social Studies Teacher, 9/25/19
11. Redding, Jessica: Data and Testing Coordinator, 6/30/2020
12. Schweizer, Brian: Science Teacher, 6/30/2020
13. Tannenbaum, Ellen: Guidance Counselor, 6/30/2020

Staff Transitions:

1. Fausnacht, Todd: Current Position Math Teacher, New Position: Guidance Counselor
2. Findley, Amber: Current Position Student Support Specialist, New Position: Enrollment Specialist
3. Lamboy, Johannie: Current Position Paraprofessional - ELD/Special Education, New Position: Administrative Assistant to ELD

4. Rodriguez, Derek: Current Position Student Support Specialist, New Position: Administrative Assistant to Special Education
5. Roman, Anthony: Current Position Administrative Assistant to Special Education and ELD, New Position: Federal Programs Coordinator
6. Woughter, Stephanie: Current Position Administrative Assistant to Instruction, New Position: Special Projects Coordinator

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Nays: 0

Absentations:0

New Business

1. BoardDocs

BoardDocs is a governance document management service utilized by several Pennsylvania school districts, charter schools, and other governing bodies. Implementing BoardDocs will allow for the ECCS Board of Trustees to convert to a paperless system and remote voting going forward. BoardDocs was included in the 2020-21 budget and was entered in the CARES Grant application.

2. Furniture and Installation Expenses

ECCS recommended the Board approve the purchase of additional furniture and installation expense to accommodate the projected expanded staff at a total cost not to exceed \$250,000 from fund balance. Last year the board approved \$1 Million for the renovation of space on the first floor but did not include funds for the furniture for the space. A portion of this project (\$60,000) was included in the CARES Grant to purchase the partitions to make the open space closed off for staff to follow CDC social distancing guidelines.

3. Agile Minds

ECCS recommended the Board approve the purchase of Agile Minds math curriculum and services for the middle and high school at the below rates.

Middle School up to 500 students \$13,400.00

High School \$55,493.00

Core and Advanced Courses

- CCSS Geometry – Course programs for 200 students
 - CCSS Algebra II – Course programs for 200 students
 - PreCalculus – Course programs for 100 students
- Intensified Algebra
- Course programs for up to 400 students

4. Curriculum Approval

ECCS recommended the Board approve the following curriculum addition and changes as presented.

Language Live for ELA

Language Live is a research-based, scientifically proven foundational and advanced reading intervention. Peer-to-peer instruction in a digital platform for grades 5–12. Language Live is produced by Voyager Sopris, who also produce TransMath. TransMath was well received by ECCS staff and students this past year in both Special Education and ELD programs.
Request from: Special Education Department

National Geographic Panorama

The National Geographic Social Studies series was used this past year by the ELD department and was well received. This program is specifically aimed at ELs, which focuses on language acquisition. This year ECCS is adding Panorama, the National Geographic Science series.
Request from: ELD Department

myView

myView is a new English Language Arts curriculum from Savvas (previously Pearson) Realize. It includes book sets to be used in grades K-5. It integrates a writing curriculum that has workbooks for each student.
Request from: Elementary ELA

Elevate

Elevate is a new science curriculum, which includes science kits to be used in grades K - 5.
Request from: Elementary Science

myWorld

myWorld is a new Social Studies curriculum to be used for grades K-5.
Request from: Elementary Social Studies

Envision

Envision is a new math curriculum for grades K-5, which includes both a workbook and a digital textbook.
Request from: Elementary Math

Summer 2020 Development

The following credit recovery courses were developed at the board approved rate over the summer and will be included as part of the ECCS Course Catalog.

Course	Developer
ELA 1 (9th grade)	Kaela Lind
ELA 2 (10th grade)	Chris Ostapchuk
Remedial HS Math	Christine Gross
Algebra I, part A	Katherine Raiguel
High School Science 1	Jamey Barber
High School Science 3	Morgan Baker
High School Science 3	Morgan Baker

World History	Tom Broom
American Studies	John (Jack) Loughran
Political Science and Economics	Abigail Huber

5. Signature Resolution

ECCS recommended the Board approve the Resolution Form-electronic Signature as presented.

6. System Goals and Activities 2020

ECCS recommended the Board approve the 2020-21 System Goals and Activities as presented

System Goals and Activities	Start Date	End Date
Goal 1: Improve the Curriculum Design Process to meet Online Learners Needs	MM/DD/YY	MM/DD/YY
Goal 1: By June 30, 2021, implement an online instructional systems design process and team to develop a curriculum that meets the evolving needs of the students and families we serve and delivers on the curriculum goals.	8/1/20	6/30/21
Activity 1.1: By June 30, 2021, all teachers will have included four or more SIOP strategies in 50% of their unit of study/lesson plans	11/1/20	6/30/21
Activity 1.2: Instructional leaders will work with subject matter experts to modify at least 25 courses to a 10% blended format to be used with students during the school year ending June 30, 2021.	1/2/21	6/30/21
Activity 1.3: Instructional leaders will work with subject matter experts to develop at least eight credit recovery courses to be used during the 2020-21 school year with students that have failed one or more classes.	4/1/21	6/30/21
Goal 2: Improve the Instructional Design Process to meet Online Learners Needs	MM/DD/YY	MM/DD/YY
Activity 2.1: Implement an online instruction schedule for the 2020-21 school year that uses synchronous and asynchronous instruction to meet the need of our online learners best while meeting the requirements of 24 P.S. §15-1504 the PA Code.	5/1/20	8/1/20
Activity 2.2: During the 2020-21 school year, pilot a bilingual co-teaching pilot in at least six classes that build on what was learned from teacher coaching and the introduction of paraprofessionals to the classroom.	7/1/20	5/1/21

Activity 2.3: Develop a pilot plan for recruiting, training, and supervision and support plan to hire at least two teachers to work from Puerto Rico as paraprofessionals to support bilingual co-teaching for the 2020-21 school year.	5/1/20	9/1/20
Activity 2.2.1: Develop coaching professional development for all parties involved in the pilot.	7/1/20	12/31/20
Activity 2.2.2: Assess first semester results and develop a strategy for improvement second semester.	9/1/20	12/31/20
Activity 2.3.1: Work with HR to ensure comparable benefits.		
Goal 3: Develop and staff a communication department during the 2020-21 school year to ensure clear and coordinated information circulated outward to ECCS students, families, and the community on a timely basis.	MM/DD/YY	MM/DD/YY
Activity 3.1: Write and publish weekly relevant stories of ECCS successes during the 2020-21 school year that ensure ECCS visibility in print throughout the Latino Corridor.	7/1/20	6/30/21
define project scope, goals, audience, risks, timeline, schedule, Create content for the newspaper every 2x, Marketing, and four-page spread once a Quarter.		
Activity 3.2: Develop and push out bi-weekly content to social media sites.	7/1/20	6/30/21
Activity 3.3: Partner with subject matter experts and other instructional designers to develop an editorial process that delivers a consistent look and voice in ECCS developed curriculum.	7/1/20	6/30/21
Goal 4: Latino Performing Arts Curriculum (Organizational Development & Synergy)	MM/DD/YY	MM/DD/YY
Goal 4: Work with NEI to co-develop at least six asynchronous curriculum units focused on Latino performing arts to be used with ECCS students beginning the 2021-22 school year.	7/1/20	6/30/22
Activity 4.2: Secure funds for the project	6/1/20	8/6/20
Activity 4.3: Established the scope of the project with stakeholders.	6/1/20	9/1/20
Goal 5: Implement a Dual Credit Program	MM/DD/YY	MM/DD/YY
Goal 5: Enroll at least twenty students during the 2020-21 school year in an ECCS dual credit program and ensure at least 80% of the students receive a passing grade and earn college credit.	9/1/20	6/30/21

Activity 5.1: Identify a project lead to develop a plan and manage the program.	6/1/20	8/1/20
Activity 5.2: Enroll 50% of the students first semester	7/1/20	9/1/20
Activity 5.3: Assess first semester results and develop a strategy for improvement second semester.	9/1/20	12/31/20
Activity 5.4: Assess second-semester results and report findings to the board.	1/25/21	6/15/21

Rev. Magaly Martinez Recommended the approval of the above New Business as a Consent Agenda. Ms. Carmen Rocha moved. Mr. Jorge Calixto seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Nays: 0

Absentations:0

7. Handbooks

The Board reviewed drafts of the following handbooks:

- ECCS Parent-Student Handbook 2020-21
- ECCS Teacher Handbook 2020-21
- Student Technology Handbook 2020-21
- ECCS Code of Conduct 2020-21

The Board made the following modifications and amendments:

- The following statement will be added to both the Parent-Student Handbook as well as the Teacher Handbook:
 - Federal and State law requires the school to have many Board-approved policies on file for specific sub-groups of staff and students that do not impact the larger staff or student body. These other policies pertaining to specific students and staff may be found in the Supplemental Policy Handbook (Assistive Technology Policy, Positive Behavior Supports Philosophy, Surrogate Parent Policy, etc.)
- The revision of reducing graduation credits from 24 to 21 on the Parent-Student Handbook was tabled until further data is collected and presented to decide on students' best interest. The graduation credits will remain at 24 and acknowledge that administration has the authority to make exceptions on a case-by-case basis.
- The Learning Coach agreement will remain as is; however, the Board was not comfortable with the requirement of Learning Coaches must speak, read, and write English fluently.

Rev. Magaly Martinez called a motion to approve the three handbooks and ECCS Code of Conduct as amended. Ms. Carmen Rocha moved. Ms. Amanda Roman seconded.

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman

Nays: 0
Absentations:0

Next Meeting – October 29, 2020, at 3:30pm

Meeting Adjourned at 1:35 pm.

Board of Trustees Asst. Secretary Date
Minutes were taken by Jasmina Campos-Rivera.

Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting
Thursday, October 29th, 2020
3:30 PM

Board Members Present: Mrs. Carmen Rocha, Mrs. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Board Members Absent: Rev. Luis Cortes, Ms. Amanda Roman, Ms. Carmen Torres

Staff/ Management Present: Rev. Danny Cortes, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmina Campos-Rivera, Mr. Joseph Papeika, Mr. John Madden, Mr. Artemio Rodriguez, Mr. Daniel Schroeder, Ms. Maryelis Santiago, Mr. Drew Laskowski, Mr. Zachary Devlin, Ms. Damaris Zayas, Ms. Stephanie Woughter, Mr. Anthony Roman, Ms. Anjieri Iigura, Ms. Jessica Pedlow

Welcome/Greetings

Rev. Magaly Martinez welcomed all and called the meeting to order at 3:30pm.

Approval of Minutes

Rev. Magaly Martinez, called a motion to approve the August 6, 2020 Board Meeting minutes. Mrs. Judy Torres-Lynch moved. Ms. Carmen Infante seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0

Abstentions: 0

BoardDocs Introduction

Dr. Jon Marsh gave the board a brief overview of the new BoardDocs software. He will send a note to the board to see if any of the board members would be interested in attending a training session, possibly in December.

Elementary Program Update

Mr. Zachary Devlin provided an update on the switch to Google Classroom as the LMS, new elementary curriculum, improvements to student orientation, adjustments to better accommodate English Language Learners, and staffing changes.

Ms. Judith Torres-Lynch asked for an update on Elementary enrollment, as we were expecting a large increase. Mr. Devlin reported a current enrollment of 180, including 35 ELL students, 10 of which are newcomers.

Secondary Program Update

Mr. Joseph Papeika provided an update on the rollout of the Agile Minds math program, early successes of the new co-teaching model, and the expansion of the guidance team to include three counselors and a social worker.

ELD Program Update

Ms. Damaris Zayas presented an update from the ELD Department regarding our “school within a school” model, curriculum overview, and the new Pimsleur language-learning program that is available for ELL students, as well as staff members who would like to learn Spanish.

In response to questions from Rev. Danny Cortes and Mr. Jorge Calixto, Ms. Zayas discussed the success level of using break-out rooms for ELL students and shared some ways that we are striving to build relationships with our ELL students in a virtual environment.

Special Services Update

Mr. John Madden shared a brief update on special education and noted that despite the rising number of special education students, we are not running into anything beyond our capabilities. He also explained the CCTC service and our new partnership with them.

Mr. John Madden and Dr. Jon Marsh provided an update on some challenges that we have faced with the approval of our CSI plan due to changing expectations from the PDE team.

Instructional Coaching

Mr. Greg Artman shared a brief update regarding this year’s staff onboarding process, class reviews for new teachers, and bi-weekly PD sessions which are built into the schedule. He shared how we are striving to create a cohesive culture with new staff through virtual means.

ECCS Reading Initiative

Mrs. Jessica Pedlow shared a presentation on ECCS’s new schoolwide reading initiative, “ECCS Reads”. We discussed the challenges of hold times for e-resources at the library, and the possibility of building our own virtual library.

Family & Community Relations

Ms. Maryelis Santiago shared about the FACE department’s recent work, such as their partnership with NEI to encourage voter registration, meetings with Quetcy Lozada to discuss opportunities for our students, working on creating a resource guide for families, and finding other opportunities to engage and retain our students through internal and external connections.

Operations Update

Ms. Jasmina Campos-Rivera reported on meeting with the Puerto Rico team for a check-in; their feedback was very positive, and they feel supported by the team. We are working towards a decision regarding differences in our holiday calendars.

Ms. Jasmina Campos-Rivera shared some photos of the new ECCS space in the basement, which is almost complete, and provided an update on enrollment and withdrawals. Mr. John Madden responded to questions about our current attendance rates and the status of truancy drop-outs.

CEO Report

Dr. Marsh made the board aware that some schools are being approached with an offer of a 5-year charter in exchange for an enrollment cap; we will plan a special meeting with the board to discuss if we receive this offer as well. He also reviewed some changes in the way that Philadelphia is paying us.

Regarding the Back to School Plan, Dr. Marsh doesn't foresee us going back onsite with a large group this school year, but we will revisit this conversation second semester.

Filming started yesterday for the LuminArias project, which is one of our board goals.

Consent Agenda

The Consent Agenda Items Include:

4.2 Contracts

4.2_Elevation Subscription Agreement.pdf

4.2_HSII 186 Esperanza Cyber Charter School Sound Masking.pdf

4.2_MACCS Health Services Esperanza Cyber SY20-21.pdf

4.2_Pimsleur ECCS Signed Agreement.pdf

4.2_Sarah Lorraine.pdf 4.2_Tutor.com.pdf

4.3 ECCS 2020-21 Health and Safety Plan

4.4 Health and Safety Grant

4.5 Letter of Engagement

Rev. Magaly Martinez called a motion to approve Consent Agenda.

Mrs. Judith Torres-Lynch noted that the board has not yet seen the homelessness contract; Dr. Marsh moved that item to New Business.

Mrs. Judith Torres-Lynch moved to accept the other contracts. Dr. David Hurtado seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0

Abstentions: 0

2019-20 Year End Unaudited Report

Mr. Artemio Rodriguez reviewed the year end finance reports. The majority of the account receivable is from the Philadelphia School district owing us \$516,906.00 as of June 30th. Most of our accounts payable total is inter-company related.

Dr. Marsh noted that the audited financial statement need to be approved by December 31st, so we aren't required to have a special meeting to approve it. However, we are asking the board to approve this unaudited financial statement because we need it for the AFR, which is due November 30th.

Rev. Magaly Martinez called a motion to approve the year end unaudited report. Mrs. Judith Torres-Lynch moved to accept the year end unaudited financial statement. Mrs. Carmen Rocha seconded.

The vote went as follows:

Yeas: Mrs. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0

Abstentions: 0

Monthly Financial Statements

We discussed the substantial increases in accounts receivable and accounts payable, primarily due to funds that the school district still owe us and some large start-of-year costs that hit the books in August. We also reviewed our current ratio and changes in the cash position.

Rev. Magaly Martinez called a motion to approve the monthly financial statements. Mrs. Judith Torres-Lynch moved to approve the July and August monthly financial statements as presented. Dr. David Hurtado seconded.

The vote went as follows:

Yeas: Mrs. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0 Abstentions: 0

Cash at Work

This topic was discussed in the previous section presented by Mr. Rodriguez, but Dr. Marsh noted that we will re-designate the numbers listed in the agenda (capital expenditure fund, new initiatives, program stabilization) for our next meeting because these were estimates from June.w ``

Homelessness Contract (New Business)

Dr. Marsh mentioned we brought this homelessness contract forward last year and Walter has reviewed it. Ms. Jasmin Campos-Rivera explained that we need to have a homeless liaison; our previous counselor carried that role, but it has now been added to our social worker's role. This contract is him agreeing to become the liaison.

Rev. Magaly Martinez called a motion to approve the Homelessness Contract
Carmen Infante moved. Carmen Rocha seconded.

The vote went as follows:

Yeas: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0 Abstentions: 0

Personnel Actions

Dr. Marsh briefly reviewed the personnel report.

Rev. Magaly Martinez called a motion to approve all personnel actions. Mrs. Carmen Rocha moved. Mr. Jorge Calixto seconded.

The vote went as follows:

Mrs. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0

Abstentions: 0

Executive Session

The board requested an executive session. Rev. Danny Cortes requested that Dr. Marsh stay, and the remaining staff members were dismissed.

The board came out of executive session.

Rev. Magaly Martinez called a motion to approve the CEO evaluation as presented. Mrs. Judy Torres-Lynch moved. Mrs. Carmen Rocha seconded.

The vote went as follows:

Mrs. Carmen Rocha, Ms. Judith Torres-Lynch, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado

Nays: 0

Abstentions: 0

Meeting Adjourned at 5:00 pm.

Minutes were taken by Stephanie Woughter.

Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting
Thursday, December 17th, 2020
3:30 PM

Board Members Present: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Board Members Absent: Rev. Luis Cortes, Ms. Carmen Torres

Staff/ Management Present: Rev. Danny Cortes, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmina Campos-Rivera, Mr. Joseph Papeika, Mr. John Madden, Mr. Artemio Rodriguez, Mr. Daniel Schroeder, Ms. Maryelis Santiago, Mr. Drew Laskowski, Mr. Zachary Devlin, Ms. Stephanie Woughter, Mr. Anthony Roman, Mr. Walter Toliver

Welcome/Greetings

Rev. Magaly Martinez welcomed all and called the meeting order at 3:33pm.

Approval of Minutes

It was pointed out that the title of the minutes document from our last meeting included an incorrect date, which will need to be changed.

Rev. Magaly Martinez, called a motion to approve the October 29, 2020 Board Meeting minutes.

Mrs. Judy Torres-Lynch moved. Ms. Carmen Infante seconded.

The vote went as follows:

Yeas: Magaly Martinez, Jorge Calixto, Carmen Infante, Carmen Rocha, David Hurtado, Judy Torres-Lynch, Amanda Roman

Nays: 0

Abstentions: 0

PRESENTATIONS AND REPORTS

Midyear Goals Update

Dr. Jon Marsh presented an update on our midyear goals. Because the Department of Education has been changing their direction on a regular basis, we are still working on locking down our CSI plan for the year. Mr. John Madden shared a brief overview of our current CSI goals, which are broken into Elementary and 6-12 goals. The board will receive an analysis of the tests we have completed in January.

Elementary

Mr. Zach Devlin discussed a new academic referral program which helps us identify students that may be struggling with attendance, classroom engagement, or language barrier, and reach out to the family to discuss their needs and possible interventions.

Mr. Devlin also shared that we have implemented an Elementary newcomer course, where an ELD teacher will pull our newcomer students (currently 15) into a separate classroom every day to review “survival” English skills.

Secondary

Mr. Joseph Papeika shared about our “Every Family Every Week” program every employee has 8-10 families with whom they make contact every week. We are using this to build relationships with our families, keep them informed of their child’s progress, and share positive comments.

Mr. Papeika also discussed our new Health and PE curriculum in response to social and emotional challenges that our students and their families are facing during this time. We wanted to make the board aware, as some of the topics are potentially sensitive.

Instructional Support

Mr. John Madden made the board aware of the upcoming cyclical monitoring of the Special Education Department by PDE, which happens every few years. This includes compliance checks (dates for IEPs and evaluations) and surveys of parents, students, and teachers.

He also shared that the US Dept. of Education is insisting that Access testing for ELD students will take place in-person in the spring, from February until mid-March. We plan to use our new space in the building but will have to consider safety procedures and how many people we can have in the building at one time.

Instructional Coaching

Mr. Greg Artman shared that we are moving into our second phase of instructional coaching, which is focused on one-to-one support between coaches and teachers and on meeting school goals.

Family & Community Relations

Ms. Maryelis Santiago shared that the FACE department has been working on engagement, hosting various events, and attending outside community meetings to get information for our families. They have been working closely with Impacto and have published three articles so far this year.

Operations

Ms. Jasmin Campos-Rivera shared an update on the Puerto Rico project. The team recently met with PMA, the law firm that we hired to help us make sure that we are compliant, to discuss questions pertaining to HR, finance, and mandated holidays. It was determined that we will need to add an addendum to our employee staff policy.

School Mint is a new enrollment software that we are requesting approval for. It works with our SIS, and it will greatly improve the ease of the enrollment process for both us and our families.

CEO Report

Dr. Jon Marsh shared that Act 136 recently passed, and this will give us some freedom in the area of emergency certifications and expired certifications. We are also using this to pressure our CSI team to help us get the Puerto Rico staff certified, which they have offered to do.

Dr. Marsh mentioned that the school districts are pushing for a reduction of cyber charter school payments to fund the districts that are struggling financially due to Covid.

CONSENT AGENDA

The Consent Agenda Items Include:

Aleamar Consulting, Inc.

Rev. Magaly Martinez recommend the Board approve the Aleamar Consulting Agreement.

Mrs. Judith Torres-Lynch moved to accept the contract. Mr. Jorge Calixto seconded.

The vote went as follows:

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Nays: 0

Abstentions: 0

FINANCE

2019-20 Financial Audit

Mr. Eric Strauss, a CPA from WithumSmith+Brown, PC, reviewed and explained the 2019-20 financial audit reports. He noted that if ECCS plans to include these audited financials in any

annual reports, WithumSmith+Brown, PC must review those reports before they are published to make sure the information is consistent with their original report.

Rev. Magaly Martinez recommended the approval of the 2019-20 ECCS Draft Audit Report.

Ms. Amanda Roman moved to accept the report. Dr. David Hurtado seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Executive Session Announcement

The board met with Mr. Eric Strauss for an executive session.

Monthly Financial Statements

Mr. Artemio Rodriguez reviewed the financial statement as of October 31, 2020.

The Philadelphia School District still owes us some back payments. They planned to keep the payments flat (based on last year's EOY ADM) until January or February and then start making the back payments.

Dr. Marsh reminded the group that this budget was based on an ADM of 600, but our current ADM is 796. Covid makes it difficult to predict enrollment moving forward.

Rev. Magaly Martinez recommended the approval of the September and October Monthly Financial Statement as presented.

Mrs. Carmen Rocha moved to accept the statement. Ms. Amanda Roman seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Nays: 0

Abstentions: 0

NEW BUSINESS

Lease Amendment Floor

Dr. Marsh discussed our lease for the space on the first floor. We recently found out that instead of doing a lease for the new space on the first floor, we will need a lease amendment to our previous lease from 2012 to include 6,500 square feet on the ground floor of the property located at 4231-61 North 5th Street pending legal review. Mr. Walter Toliver added that because of timing, it made more sense to amend the existing lease instead of starting a new lease because we

are refinancing the bonds. The main difference is that the term of the lease will be extended 7 years so that it runs for the full term of the bonds, in addition to including the 6,500 square feet on the ground floor.

Ms. Judy Torres-Lynch asked if she should abstain from the vote, as she is on the parent board, and Mr. Toliver confirmed that she should. Rev. Cortes suggested that Dr. David Hurtado should abstain as well, because the College is a sub-program corporately of NEI. Mr. Toliver confirmed that he should abstain.

The group discussed the changes needed to the verbiage of the approval below, as it also needs to include the 7-year extension; it originally only mentioned the addition of the 6,500 square feet, prior to the other changes being made.

Rev. Magaly Martinez recommended the approval of the amendment to the 2012 lease to include a 7-year extension of term and 6,500 square feet on the ground floor of the property located at 4231-61 North 5th Street pending legal review and authorize the execution of the amendment by Dr. Jon Marsh, CEO.

Mrs. Carmen Rocha moved to approve the amendment. Ms. Carmen Infante seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Ms. Amanda Roman

Nays: 0

Abstentions: Dr. David Hurtado, Ms. Judy Torres-Lynch

Emergency Instructional Time Template

Dr. Marsh explained that this is a document that came out in the summer and was intended for brick-and-mortar schools, but cyber schools are being required to sign it as well. It is asking us to state that we will meet the instructional time requirements even though we are in an online environment.

Rev. Magaly Martinez recommended the approval of the Emergency Instructional Time Template as presented.

Ms. Judy Torres-Lynch moved to approve the amendment. Ms. Carmen Infante seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Nays: 0

Abstentions: 0

SchoolMint

Dr. Marsh noted that we were previously considering using Salesforce, which is more of a business tool than an educational tool.

Rev. Magaly Martinez recommended the Board approve the SchoolMint contract for \$15,547.

Mr. Jorge Calixto moved to approve the contract. Dr. David Hurtado seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Nays: 0

Abstentions: 0

PERSONNEL ACTIONS

Rev. Magaly Martinez recommended the Board approve a personnel action as presented.

Ms. Judy Torres-Lynch moved to approve the personnel action. Ms. Amanda Roman seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch, Ms. Amanda Roman

Nays: 0

Abstentions: 0

ADJOURNMENT

The meeting was adjourned at 5:27 p.m.

Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting
Thursday, February 25th, 2021
3:30 PM

Board Members Present: Rev. Luis Cortes, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch

Board Members Absent: Rev. Magaly Martinez, Ms. Amanda Roman, Ms. Carmen Torres

Staff/ Management Present: Rev. Danny Cortes, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmina Campos-Rivera, Mr. Joseph Papeika, Mr. John Madden, Mr. Daniel Schroeder, Ms. Maryelis Santiago, Mr. Drew Laskowski, Mr. Zachary Devlin, Ms. Stephanie Woughter, Mr. Anthony Roman

PRESENTATIONS AND REPORTS

2020-21 Goals Update

(Meeting recording started here)

Elementary

Mr. Zachary Devlin provided an update on the Elementary ELD program. Our Puerto Rico team members initiated the development of a new program for level 1 and 2 elementary EL students (currently 15). In contrast to the push-in model that we have used in the regular education classroom, we now plan to pull these students into a separate live class to provide instruction in both English and Spanish.

Secondary

Mr. Joseph Papeika shared that as a result of using the Every Family Every Week contact initiative to invite parents and schedule them through Calendly, we saw an increase of about 6x in the number of parent teacher conferences scheduled (total of about 270).

Mr. Papeika shared a few course updates:

- Our Computer Science teacher has implemented a new semester-long course on Engineering and Design, which represents growth in our Computer Science department to another level.
- We revised the Music 1 class by splitting it into two classes, which will provide a stronger foundation for the Music Technology course which then follows.
- We are continuing to work on the performing arts project that will hopefully evolve into a full performing arts program.

Mr. Papeika shared a new intervention program that we plan to pilot in an effort to engage more of our families that have not responded to our efforts to communicate with them. We have a contract to send a team of temporary social workers into the community to make home visits to a pre-determined list of high-needs students to discuss with parents the barriers they may be facing and how we can help them overcome those.

WELCOME/GREETINGS

Mrs. Carmen Rocha called the meeting order after a quorum was established at 4:02 PM.

APPROVAL OF MINUTES

Mrs. Carmen Rocha recommended the Board approve the minutes of the December 17, 2020 Board Meeting as presented.

Ms. Judy Torres-Lynch moved, Ms. Carmen Infante seconded.

Yea: Rev. Luis Cortes, Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch

Nay: 0

Abstention: 0

CONSENT AGENDA

Dr. Jon Marsh noted that these policies were reviewed by Walter and the general counsel and are needed for the upcoming Special Education audit. Dr. Marsh and Mr. John Madden explained that we do have policies in our current handbook, but the state will be looking for something more robust in the upcoming compliance monitoring, so we have created these policy documents in preparation for that.

1.1 Non-Family Visitation Policy

1.2 Confidentiality Policy

1.3 Positive Behavior Policy

1.4 Assistive Technology Policy

1.5 Family Visitation Policy

Mrs. Carmen Rocha recommend the Board approve the Consent Agenda items.

Mr. Jorge Calixto moved, Ms. Carmen Infante seconded.

Yea: Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch

Nay: 0

Abstention: Rev. Luis Cortes

FINANCE

Mr. Drew Laskowski reviewed the financial statement through December 31, 2020.

Dr. Jon Marsh reviewed the Monthly Finance Report Variance Narrative for July – December 2020. We are keeping an eye on enrollment, as our numbers plateaued earlier than expected this year. He reviewed several notable items from the expenses list and noted that our staffing is unchanged since our last meeting.

Mrs. Carmen Rocha recommend the Board approve the December 2020 Monthly Financial Statement as presented.

Ms. Judy Torres-Lynch moved, Ms. Carmen Infante seconded.

Yea: Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch

Nay: 0

Abstention: Rev. Luis Cortes

NEW BUSINESS/CONTRACTS

Dr. Marsh reiterated that the social work contract that Mr. Papeika mentioned earlier is a pilot to determine if it works. If the program is successful, we will plan to add FTEs. The other two contracts are for a folding machine and postage machine to help us with mailings.

1.1 Folding Machine Purchase and Maintenance Rental Agreement

1.2 Digital Postage Mailing System Agreement

1.3 Social Work p.r.n. Agreement

Mrs. Carmen Rocha moved to approve the contracts.

Dr. David Hurtado moved, Mr. Jorge Calixto seconded.

Yea: Mr. Jorge Calixto, Ms. Carmen Infante, Mrs. Carmen Rocha, Dr. David Hurtado, Ms. Judy Torres-Lynch

Nay: 0

Abstention: Rev. Luis Cortes

PERSONNEL ACTIONS

The group determined that a vote is not needed because no personnel changes have been made.

PRESENTATIONS AND REPORTS

Instructional Coaching

Mr. Greg Artman discussed how we are continuing to build our professional development around direct and mastery classes and looking at how we can continue to improve them. He reviewed a number of best practices that have been implemented in order to achieve that goal.

Instructional Support

Mr. John Madden reported that the SIOP initiative is still ongoing; we did a training last month to ensure that all staff are fully trained, and the expectation is that the SIOP principles should be evidenced in lessons moving forward this year.

We just completed a mid-year check-in with the CSI team; they like what we are doing and the programs we have. Mr. Madden reviewed the December test summary, which ties into our annual CSI goals.

- For MS/HS ELA and math, scores are similar to last year and have room for improvement. The numbers on grade level are low, but we do see growth.
- For K-5 ELA and math, we see higher passing levels, which is typical since education gaps tend to grow over time.

Family & Community Relations

Ms. Maryelis Santiago reported that we have about 70 students attending five weekly after-school clubs. We have published 6 articles in Impacto, the most recent of which was written by one of our students. Other recent events hosted by the FACE team include senior portraits, with 23 students in attendance, and staff trivia events.

We recently started an initiative with Career Link to work with their Youth Navigator. We will share referrals for students who are interested in mentorship opportunities, internships, and other work and career assistance.

Operations

Ms. Jasmin Campos-Rivera shared that Enrollment is in the process of implementing SchoolMint, and plan to have it up-and-running by March for the Intent to Enroll process.

She also reported on our attendance data and noted that we would like to reach a place where we are able to pull attendance data by student cohort (ELD, McKinney-Vento, etc.) to be able to identify possible barriers that may be affecting attendance.

We have an upcoming federal review of Federal Programs on April 26, 2021, which was originally postponed due to Covid. The new space is complete except for installing a few of the door lock cylinders. We are also looking to install key fob access.

Ms. Campos-Rivera reviewed the enrollment report for February, which shows a comparison of where we were at this time last year compared to now.

Technology

Mr. Dan Schroeder reported on two pilot programs currently in progress. We are in the process of evaluating Schoology, another learning management system that was acquired by PowerSchool. We have identified certain areas for improvement in our current system, Unified Classroom, and we are looking for a system that will be simpler and cleaner for our students and address other obstacles we are facing. Based on what we have seen so far, it is probable that we will be transitioning to Schoology this coming school year.

We are also piloting Google Meet as a replacement for the Adobe Connect platform, which uses a lot of bandwidth. Google Meet has made some positive changes, especially in their management features, which make it a good option for us to consider.

CEO Report

Dr. Jon Marsh shared that the USDOE released guidance to states that we must hold standardized testing this year, but they pushed the date back to the fall. The Pennsylvania DOE is submitting their plan to move the date to September, so we are beginning to discuss plans for testing in the fall when students come back to school.

Governor Wolf is proposing budget changes that will affect cyber schools in order to help the districts, such as changing the special education funding formula and setting a flat tuition rate for cyber schools. Because we are in Philadelphia, which is one of the lowest paying districts in the state, the proposed flat tuition rate of \$9,500 would only be a cut of \$1,300 per child.

We were notified that we will receive another \$1.6 million in the second round of the ESSERS grant. The grant can be used over a 2-year time period, and we are considering two possible pathways:

- Developing more curriculum that is focused on our population, especially our English Language Learners.
- Providing adult education programs to help prepare our parents to support their online students and be engaged with their kids in our online program.

Mrs. Carmen Rocha asked if we needed to go back and review the Personnel Report. Dr. Marsh mentioned that we forgot to include a position change for Naiomy and Paul, who exchanged roles. We will bring that change for approval at the next board meeting.

NEXT MEETING ANNOUNCEMENT

The next board meeting will be on March 25, 2021 at 3:30 p.m. We are hoping to have the budget ready for approval during that meeting.

Mrs. Carmen Rocha asked to confirm that Jorge Calixto was elected as Treasurer in August 2020. We need to correct this information in our board members list.

ADJOURNMENT

The meeting was adjourned at 5:29 p.m.

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting
Thursday, April 29th, 2021
3:30 PM**

Board Members Present: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Dr. David Hurtado, Ms. Judy Torres-Lynch

Board Members Absent: Rev. Luis Cortes, Ms. Amanda Roman, Ms. Carmen Torres, Mrs. Carmen Rocha

Staff/ Management Present: Rev. Danny Cortes, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmina Campos-Rivera, Mr. Joseph Papeika, Mr. John Madden, Mr. Daniel Schroeder, Ms. Maryelis Santiago, Mr. Artemio Rodriguez, Mr. Zachary Devlin, Ms. Stephanie Woughter, Mr. Anthony Roman, Ms. Amber Mendoza

WELCOME/GREETINGS

Rev. Magaly Martinez called the meeting order at 3:32 p.m.

APPROVAL OF MINUTES

Rev. Magaly Martinez recommended the Board approve the minutes of the February 25, 2021 Board Meeting as presented.

Ms. Judy Torres-Lynch moved, Mr. Jorge Calixto seconded.

Yea: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Dr. David Hurtado, Ms. Judy Torres-Lynch

Nay: 0

Abstention: 0

PRESENTATIONS AND REPORTS

Elementary

Mr. Zachary Devlin reported on our recent schedule change for the newcomer cohort. We now have three elementary teachers doing a pull-out program with that group, which includes both English and Spanish instruction. This is currently a pilot for grades 3-5, but we are looking to make it part of the K-5 program this coming school year.

Secondary

Mr. Joseph Papeika discussed the credit situation for graduating seniors. 44 out of our 51 seniors have been adversely affected in their academics due to stresses related to the pandemic. Our possible failure rate has increased to a level we have not seen before. Mr. Papeika is requesting the board consider allowing the class of 2021 to have 21 credits for graduation instead of the usual 24.

Instructional Coaching

Mr. John Madden shared several updates. We have now submitted everything for the cyclical special education monitoring, and it is being reviewed. Dr. Marvin's initial response was positive. We have decided to hold ACCESS testing in September. We are on track with our yearly SIOP goal regarding teacher training and implementation in lesson plans.

Mr. Madden shared an update on our CSI plan. We are now in the steering committee stage, which has included input from students, parents, staff, and the PDE team, to help develop our plan for the next three years. This plan will be presented to the board in our next meeting. As part of this process, we sent out surveys to students, staff, and parents, which provided helpful feedback.

Instructional Support

Mr. Gregory Artman shared that the teachers are continuing to work in their collaborative communities and through professional development to continue with blended learning to support students in a variety of formats. This process has also led to the exploration of competency-based learning, which has now become a focus. Teachers are working to develop best practices in the classroom to standardize those processes as we move into the next school year.

Family & Community Relations

Ms. Maryelis Santiago shared several updates from the FACE Team, including the success of after-school programs, plans for senior week and graduation, the team's work with CareerLink and other community partnerships, and the creation of an ECCS communication plan. The team has also created new dual enrollment content and is working with Esperanza College to make sure we communicate with students about taking advantage of that opportunity.

Operations

Ms. Jasmin Campos-Rivera shared an overview of our truancy process (Truancy Process Flow Chart), highlighting the internal interventions that we have in place. The chart notes steps that

were in place in the past, as well as steps that are new to the process this year. The team is currently working to analyze attendance data to better identify how various factors are influencing attendance rates and what interventions are needed.

Technology

Mr. Daniel Schroeder provided an update on the Pimsleur language-learning program. Due to some technical difficulties that were not well addressed by Pimsleur, we decided to cancel the remainder of our subscription for this year and will receive a partial reimbursement. We are currently piloting Mango as a possible replacement program for the next school year.

Over the last few years, we have found some challenges with the PowerSchool program that we have been using. We are moving ahead with implementing Schoology for this next school year. It will provide us with some great features that will help us remove some technological barriers for students, parents, and teachers. It will also provide functionality that will make it easier to track competency-based education data, as it allows us to link standards to assignments and track how students are performing on those standards. The program will also allow for greater parent access and engagement, such as a parent orientation course.

CEO Report

Dr. Jon Marsh shared that PDE has put out a bid for third parties to help with the charter renewal process, but the groups are often made up of those who often have anti-charter and anti-cyber sentiments. Our renewal year has not yet been selected, but those who are currently going through the renewal have said that rubric is not shared with them until the group comes onsite.

The team had the Federal Monitoring Assessment this past Monday. The monitor commented several times that no one else has provided such detailed documentation.

ECCS recently sent out internet reimbursement checks to families and will do a second round of checks at the end of the year. Parents were not required to submit proof of internet service for this year's reimbursements.

CONSENT AGENDA

- Kickboard (Part of Ready to Learn Grant)
- Puerto Rico CPA
- MOU with Philadelphia Police Department
- SeeSaw (Pilot for Elementary School)
- Mango Agreement (Piloting until the end of the school year replacing Pimsleur)
- In the Light Agreement (Graduation location, Agreement Pending)
- Pimsleur (Amendment)
- MOA for LuminArias Video series

Rev. Magaly Martinez recommend the Board approve the Consent Agenda items.

Ms. Carmen Infante moved, Mr. Jorge Calixto seconded.

Final Resolution: Motion Carries

Yea: Magaly Martinez, Jorge Calixto, Carmen Infante, David Hurtado, Judy Torres-Lynch

Nay: 0

Abstention: 0

FINANCE

Mr. Artemio Rodriguez reviewed the financial statement as of March 31, 2021. As of now, the PPP money is still considered a loan, but we have submitted the paperwork to the bank and anticipate that it will be recognized as revenue by June 30, 2021.

Dr. Marsh reviewed the Monthly Finance Report Variance Narrative July – March 2021.

Rev. Magaly Martinez moved to approve the March Monthly Financial Report.

Ms. Judy Torres-Lynch moved, Ms. Carmen Infante seconded.

Yea: Magaly Martinez, Jorge Calixto, Carmen Infante, David Hurtado, Judy Torres-Lynch

Nay: 0

Abstention: 0

Dr. Marsh reviewed the 2021-22 Draft Budget. He noted that we have attached two versions to the meeting agenda, the second of which was revised as of today to add in rent, electricity, and gas. For the ESSER III grant, they may remove the requirement that Title money not be spent on regular programs. If that is the case, we may need to revisit our budget to use ESSER III funding to offset future purchases, as ESSER money cannot be put in the bank. He noted that we are expecting a number of audits due to the ESSER grants.

As ECCS is working to get staff members from Puerto Rico certified in Pennsylvania, the group discussed how salaries should be handled, given the differences in cost of living. We plan to continue this discussion in order to create a policy.

The group proposed that if we approve the budget now, it is with the understanding that if the ESSER III rules change before June 30, 2021, we will have to revise the budget.

Rev. Magaly Martinez moved to approve the draft budget as presented.

Ms. Judy Torres-Lynch moved, Dr. David Hurtado seconded.

Yea: Magaly Martinez, Jorge Calixto, Carmen Infante, David Hurtado, Judy Torres-Lynch

Nay: 0

Abstention: 0

NEW BUSINESS/CONTRACTS

As discussed in Mr. Papeika's Secondary report, ECCS is requesting that the board consider temporarily changing the 24-credit graduation requirement to 21 credits for the 2021 graduating class, which is consistent with state graduation requirements. The question of making this a permanent change will be revisited before the beginning of next school year.

Rev. Magaly Martinez recommend the board approve a revision to the high school graduation requirement as listed for the 2020-21 school year.

Ms. Judy Torres-Lynch moved, Mr. Jorge Calixto seconded.

Yea: Magaly Martinez, Jorge Calixto, Carmen Infante, David Hurtado, Judy Torres-Lynch
Nay: 0
Abstention: 0

Dr. Marsh reviewed the proposed calendar and discussed some of the main highlights, such as testing at the beginning of the new school year.

Rev. Magaly Martinez recommended the board approve the 2021-22 School Calendar and Board of Trustees Meeting Dates.

Dr. David Hurtado moved, Ms. Carmen Infante seconded.

Final Resolution: Motion Carries

Yea: Magaly Martinez, Jorge Calixto, Carmen Infante, David Hurtado, Judy Torres-Lynch
Nay: 0
Abstention: 0

PERSONNEL ACTIONS

Rev. Magaly Martinez recommended the board approve the personnel actions as presented.

Dr. David Hurtado moved, Ms. Judy Torres-Lynch seconded.

Final Resolution: Motion Carries

Yea: Magaly Martinez, Jorge Calixto, Carmen Infante, David Hurtado, Judy Torres-Lynch
Nay: 0
Abstention: 0

EXECUTIVE SESSION ANNOUNCEMENT

Dr. Marsh notified the board that we received a Special Education settlement agreement right before this board meeting. He plans to let our counsel know that it will be presented during our

next board meeting on June 10, 2021. If we are not able to wait until June to present it, we may need to call a special meeting.

NEXT MEETING ANNOUNCEMENT

The next board meeting will be on June 10, 2021 at 3:30 p.m.

ADJOURNMENT

The meeting was adjourned at 5:44 p.m.

Minutes were taken by Ms. Stephanie Woughter.

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting
Thursday, June 10th, 2021
3:30 PM**

Board Members Present: Rev. Magaly Martinez, Mr. Jorge Calixto, Ms. Carmen Infante, Ms. Judy Torres-Lynch, Ms. Amanda Roman, Rev. Luis Cortés

Board Members Absent: Dr. David Hurtado, Ms. Carmen Torres, Mrs. Carmen Rocha

Staff/ Management Present: Rev. Danny Cortes, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmina Campos-Rivera, Mr. Joseph Papeika, Mr. John Madden, Mr. Daniel Schroeder, Mr. Fred Estrada, Mr. Artemio Rodriguez, Mr. Zachary Devlin, Ms. Stephanie Woughter, Mr. Anthony Roman, Ms. Amber Mendoza

WELCOME/GREETINGS

Rev. Magaly Martinez called the meeting to order at 4:00 PM.

APPROVAL OF MINUTES

Ms. Judy Torres-Lynch recommended the Board approve the April 29, 2021 Board Minutes.

Rev. Magaly Martinez moved, Ms. Carmen Infante seconded.

Final Resolution: Motion Carries

Yea: Jorge Calixto, Judy Torres-Lynch, Amanda Roman, Luis Cortés

Nay: 0

Abstention: 0

PRESENTATIONS AND REPORTS

Elementary

Mr. Zachary Devlin highlighted the Kindergarten move up ceremony of the first ever Kindergarten class. Many of the families are new to American and cyber school and banded together to create a tight community. Ms. Judy Torres-Lynch if the kindergarteners will be returning next year. Mr. Zachary Devlin expressed that there were quite a few who are expected to return, others had online struggles (needing to return to work and not be as supportive to their students through the year.)

Ms. Jasmina Campos-Rivera explained that she has been in touch with Esperanza Academy Elementary and Middle school so that those students who will not be returning to ECCS can be referred to the Academy.

Secondary

Mr. Joseph Papeika thanked the board for approving 21 credits instead of 24 for graduation. The graduation rate for the 2020-2021 school year was outlined. Ms. Judy Torres-Lynch noted that the chart of reported secondary plans had incorrectly been added and the total should be 37 not 59.

Mr. Joseph Papeika discussed dual enrollment, the recruiting efforts and the progress of the students who were enrolled. Ms. Judy Torres-Lynch asked if the dual enrollment students' credits are being accepted. Mr. Joseph Papeika confirmed that the credits are accepted and stated that ECCS is careful to choose credits that will fit into Liberal Arts Core for almost all colleges in the country.

Mr. Joseph Papeika highlighted credit recovery noting that the pass rate percentage was not as high as desired, but the data outlines what areas we need to grow into and the Administrator devoted to developing curriculum will help to close that gap.

Instructional Coaching

Mr. John Madden reported that the School Improvement Plan had been drafted, explaining that it is a one-year plan incorporated into our three-year long-term goals that will remove ECCS from the CSI list. The plan includes math and reading score improvement goals as well as improving attendance and engagement to increase student attendance and meaningful engagement in class. Ms. Judy Torres-Lynch asked if these goals were created by the ECCS or if the education department had given them to us. Mr. John Madden explained that it has been very collaborative, however these are the goals that ECCS identified as the unique needs of our students. Ms. Judy Torres-Lynch expressed concern about the educational department determining goals for ECCS that do not reflect the school as being cyber, i.e. truancy. Mr. John Madden noted that we will be focusing on engagement (students actively participating in class) as opposed to truancy/attendance. Dr. Jon Marsh explained that the social worker initiative will be directly impacting the goal of improving student engagement, which is why we pushed for that particular goal.

Mr. John Madden shared that IXL and USA Test Prep will be used for the 2021-2022 school year instead of CDT testing. The teachers in collaboration with the CSI team determined that

IXL and USA Test Prep better suit our needs because they are more focused on specific content areas. Dr. Jon Marsh stated that IXL has been used at other cyber schools, but they do not share their data, the only thing that can be shared are the PSSAs and Keystones. Mr. John Madden explained that IXL and USA Test Prep will be mostly used for measuring ourselves against ourselves.

Mr. John Madden briefly noted that PSSA, Keystones and ACCESS will all be delivered in August and September. Ms. Amanda Roma asked if there will be any special education students taking the PSSA this year. Mr. John Madden explained that none of the special education students qualified to take the PSSA.

Mr. John Madden announced that ECCS now has access to Infinite Campus, where documentation and special education/ELD identification can be obtained to help confirm accuracy of student data.

Instructional Support

Mr. Gregory Artman shared that the focus of Instructional Coaching and Professional Development has been blended learning and competency education to individualize instruction and meet our students' needs. A document of philosophy and best practices has been developed to drive what will be covered in the upcoming school year and August orientation.

Family & Community Relations

Mr. Fred Estrada shared several updates from the FACE Team, including the Student Talent Show, bi-weekly parent newsletters, a social media campaign "Our Voice", and an alumni association recruitment effort. Mr. Estrada mentioned that a copy of the Talent Show could be sent to the board. Ms. Judy Torres-Lynch asked if students K-12 participated in the Talent Show. Mr. Estrada explained that, yes, students K-12, however there was a greater show of elementary students.

Operations

Ms. Jasmin Campos-Rivera stated that the SIS records the last day for students as a day after the students' last day, this is why the school calendar sent out was off by one day. Ms. Jasmin Campos-Rivera also explained the need for all board members to complete a statement of financial agreement interest form, but that it will be pre-filled and sent out to board members. Board members agreed that they would prefer the pre-filled forms. It was also noted that the audit went well.

Technology

Mr. Daniel Schroeder provided an update on the switch to Schoology and a training that was conducted for the staff. Mr. Schroeder also shared that the Technology Department had been conducting a drive-through device drop off as well as distributing an internet reimbursement. Ms. Judy Torres-Lynch asked if every student needs to return laptops. Mr. Daniel Schroeder

explained that there are some exceptions, but for the most part every student needs to return the devices.

CEO Report

Dr. Jon Marsh explained the return to office policy to answer Ms. Judy Torres-Lynch's earlier question. All teaching staff are expected to be requested to come on sight 1-2 days a week and there will be a set schedule for each staff member. Twelve-month staff can expect to be on sight 3-4 days a week. Ms. Judy Torres-Lynch asked if there would ever be an availability for staff members to be approved for fully remote. Dr. Jon Marsh explained that that will open up too many equity issues. Ms. Judy Torres-Lynch noted that there are other cyber schools that are fully remote and had a concern that it would limit our ability to recruit good candidates - where we are competing with other schools. Dr. Jon Marsh explained that there are fewer and fewer cyber schools that are fully remote.

Ms. Judy Torres-Lynch asked if parents of students could attend the board meeting. Dr. Jon Marsh explained that board meetings are open to the public, but no formal announcement is extended to parents. Ms. Judy Torres-Lynch noted that because our board meetings are virtual, it could be more accessible to parents. Dr. Jon Marsh agreed and shared that we will start having board meetings in the new cyber space.

CONSENT AGENDA

April 29, 2021, Corrections

The below two items were approved at the last board meeting, but some information was missing or inconsistent. We are asking the board to approve them again.

Graduation In the Light Agreement

(Graduation location, Agreement) - Coming soon

Child Find Policy

Recommend the Board approve the Child Find Policy identified during special education monitoring as needed.

New

Student # 813-20

Recommend the Board approve the Settlement Agreement regarding Student #83-20. The agreement includes attorney fees at a cost of \$ \$6,000 and \$ \$9,000 for compensatory education.

In The Light Agreement

(Kindergarten Moving Up Event) - Coming soon

Rev. Magaly Martinez recommended the Board approve the Consent Agenda items.

Mr. Jorge Calixto moved, Ms. Judy Torres-Lynch seconded.

Final Resolution: Motion Carries

Yea: Magaly Martinez, Carmen Infante, Amanda Roman, Luis Cortés

Nay: 0

Abstention: 0

FINANCE

Mr. Artemio Rodriguez reviewed the financial statement as of April 30, 2021. Ms. Judy Torres-Lynch asked to speak more with Dr. Jon Marsh and Mr. Artemio Rodriguez about cash after the financials are agreed to. Rev. Luis Cortez asked if the financial statements included the PPP money because it is still a loan. Mr. Artemio Rodriguez explained that it is in the report as cash as well as a loan under notes payable. It was noted by Rev. Luis Cortez and Ms. Judy Torres-Lynch that the cash position will be stronger next year.

Dr. Jon Marsh highlighted the Monthly Finance Report Variance Narrative July 2020-April 2021, explaining the reasoning for the variance in the budgets.

Ms. Judy Torres-Lynch pointed out that it is a lot of cash to have as well as the upcoming ESSERs money. Dr. Jon Marsh stated that the guidance project will be funded by the CAREs grants, which would be easy to defend, the culturally sensitive curriculum is also a large project. Ms. Judy Torres-Lynch noted the concern about losing the funding and not being able to sustain successful programs. Dr. Jon Marsh mentioned that if the social worker program does work, that it will be able to be continued.

Rev. Magaly Martinez moved to approve the April Monthly Financial Report.

Ms. Amanda Roman moved, Mr. Jorge Calixto seconded.

Yea: Magaly Martinez, Carmen Infante, Luis Cortés, Judy Torres-Lynch

Nay: 0

Abstention: 0

Dr. Jon Marsh presented the designation of funds (category and amounts) so that they move from undesignated to designated to protect funds. The categories need to be approved, however the amounts can be later adjusted. Luis Cortez asked why it is only 5 million, if it is 5 million that is unprotected. Dr. Jon Marsh confirmed that the \$800,000 could be adjusted to 3 million and asked the board if it should be increased. Ms. Judy Torres-Lynch agreed. The number 3,350,000 was agreed upon as the new amount.

Rev. Magaly Martinez moved to approve the designation of funds categories and amounts as presented.

Ms. Judy Torres-Lynch moved, Ms. Amanda Roman seconded.

Yea: Magaly Martinez, Carmen Infante, Luis Cortés, Jorge Calixto
Nay: 0
Abstention: 0

NEW BUSINESS/CONTRACTS

As discussed in Mr. Madden's Instructional Coaching report, ECCS is requesting that the board review and approve the SIP/CSI Plan as presented.

Rev. Magaly Martinez recommended the board approve the SIP/CSI Plan as presented.

Ms. Judy Torres-Lynch moved, Mr. Jorge Calixto seconded.

Yea: Magaly Martinez, Carmen Infante, Luis Cortés, Amanda Roman
Nay: 0
Abstention: 0

PERSONNEL ACTIONS

Rev. Magaly Martinez recommended the board approve the personnel actions as presented.

Ms. Amanda Roman moved, Ms. Carmen Infante seconded.

Final Resolution: Motion Carries

Yea: Jorge Calixto, Magaly Martinez, Luis Cortés, Judy Torres-Lynch
Nay: 0
Abstention: 0

NEXT MEETING ANNOUNCEMENT

The next board meeting will be on August 12, 2021 at 9:00 AM.

ADJOURNMENT

The meeting was adjourned at 5:00 PM.

Minutes were taken by Ms. Amber Mendoza.