

**Esperanza Cyber Charter School
Board of Trustees Retreat
800 Ridge Pike, Lafayette Hill, PA 19444
Thursday, August 1, 2019**

Board Members Present: Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Judith Torres-Lynch, Ms. Amanda Roman

Board Members Absent: Mr. Danilo Diaz, Rev. Luis Cortes, Rev. Magaly Martinez

Staff/Management Present: Rev. Danny Cortes, Mr. David Rossi, Dr. Carolyn Faulkner-Beitzel, Ms. Jelissa Gonzalez, Mr. Greg Artman, Mr. Dan Cote, Dr. Jon Marsh, Mr. Fred Estrada, Mr. Zac Devlin, Ms. Maryelis Santiago, Ms. Jasmine Campos-Rivera, Mr. Joe Papeika, Mr. Albert Brown, Yesenia Garcia

Introduction/Greeting

Ms. Carmen Rocha has offered to chair the meeting in lieu of Rev. Magaly Martinez absence. Meeting was called to order at 8:59am

Mr. David Rossi welcomed all and introduced new cyber administration. .

Approval of Minutes

Ms. Carmen Rocha called a motion to approve the June 13, 2019 minutes. Ms. Judith Torres-Lynch moved. Ms. Carmen Torres seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4

Nays: 0

Abstentions: 0

Board Elections

Ms. Carmen Rocha informed that Mr. Danilo Diaz has submitted a letter of resignation. A slate of the present officers was presented. Current Board members are as follows:

Rev. Magaly Martinez- Chair

Mrs. Carmen Rocha – Vice Chairperson/Treasurer

Ms. Carmen Torres – Secretary

Rev. Luis Cortes

Ms. Judith Torres-Lynch
Ms. Amanda Roman

Ms. Carmen Rocha called a motion to accept Danilo Diaz resignation. Ms. Amanda Roman motion.
Judith Torres-Lynch seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4
Nays: 0
Abstentions: 0

Ms. Carmen Rocha called a motion to accept the current slate of officers and Board members. Ms. Judith Torres-Lynch motion. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4
Nays: 0
Abstentions: 0

CEO Introductions

Rev. Danny Cortes informed that the Board last year made a decision to separate the schools as the cyber school has increased enrollment and needs individual attention. In the search for a CEO, Dr. Marsh's name was given and a meeting was held to discuss potential partnership.

A copy of Dr. Marsh's resume was provided which reflects 11 years of experience in a cyber school. Dr. Marsh shared his experiences from prior employment and how it has prepared him for this opportunity.

Mr. David Rossi informed that a standing weekly meeting presently exist with Dr. Marsh in order to make the transition as seamless as possible.

Ms. Judy Torres-Lynch would like to hear an update at the next meeting on the challenges and how to move forward on a path of continued growth.

End of Year Finance Report

Mr. David Rossi has informed that the End of Year Finance Report is not available given to circumstances out of our control. The finance department should be producing the report shortly.

Ms. Judy Torres-Lynch has asked for budgets to be completed before May. Rev. Danny Cortes informed of the challenges to submitting budgets prior to knowing final per pupil allocations which are made public in June.

PSSA/Keystone Test Results 2018-19

Mr. Greg Artman spoke to the results of the Keystone raw data. This date is being used to move the program forward. Discussion was had on why the number of test takers has decreased and how are students prepared for assessment.

Dr. Carolyn Beitzel informed of the additional support students are receiving to prepare for exams. Mr. David Rossi spoke to resources used to help students reach potential and PVAAS reflects students progress.

Mr. Greg Artman has pointed out that students are showing progress as the below basic numbers are decreasing. Ms. Amanda Roman asked about the negative score for the special education population. Mr. Artman responded that special education population is 22% and some are duly identified.

Dr. Carolyn Beitzel reported on the 2018-19 goals which were:

1. Improve student growth in math, reading, and science to the level of “green” measuring progress towards graduation.
2. Retain 10% more students from the end of school year to following year’s enrollment.
3. Increase the percentage of students attending school at least 95% or more of instructional days.
4. Increase enrollment by 25%.

All goals were met with the exception of the first. Action plan for reaching the first goal are as follows:

1. Improving teacher development
2. Decrease teacher workload
3. Adding department heads
4. Increase infrastructure
5. Fully Implementation of At-Risk and SAP Plans
6. Hiring additional RTI teachers
7. Refine student orientation process
8. Explore new benchmarking system
9. Provide additional support to ESL and Special Education department

Goals, Targets and Action Plan

The goals for the 2019-2020 academic year are as follows:

1. Continuous Improvement of Teaching And Learning: Improve student academic achievement growth in math and reading to the level of PVAAS "green" to meet the growth standard
2. Provide Student-Centered Support Systems: Increase the percentage of students meeting regular attendance to at least 90% or more of instructional days
3. Hire new staff to support the expansion of the school program due to projected growth/budget
4. Increase the impact of the Esperanza brand (Organizational Development & Synergy)

Discussed recruitment strategy for next school year.

Marketing Strategy

Mr. Fred Estrada spoke regarding the strategies taken when recruiting students for the cyber school. Social media and YouTube are the biggest platforms presently being used to promote the cyber school. These platforms can be used to market to a specific criteria such as zip code, city, age, etc.

Below is a listing of the marketing analysis for the 2018-19 school year:

2018-2019 Facebook Ads

- 47 estimated enrollments
- People Reached 75,519
- Impressions 319,873
- Link clicks 2,207
- 342 leads total
- \$4,417.48 Spent

2018-2019 Google Ads

- 4,181 Clicks
- 235 phone calls
- \$3,570 Spent
- 201,000 Click impressions
- 2.08% Click through rate (industry average)
- Cost per Click \$.85 (Education average \$.80)
- 80% Bounce Rate (41-55 Average)

Recruitment activities held in the community were: Hispanic Fiesta, Science in the Park and Family Fit and Fun Day however this last event was rained out an hour into the event.

The enrollment goals was exceeded by over 100 students and this is largely due to social media presence, Google ads and mostly referrals from current cyber student.

Goals for the 2019-2020 school year are: increase enrollment to 505, acquire a customer relationship management system, and create online content telling story.

Mr. Fred Estrada presented the strategies for the 2019-2020 school year which are:

1. Expand Social Media Usage
 - a. Facebook/Instagram
 - b. Twitter
 - c. Youtube
2. Web
 - a. Google Ads/Analytics

- b. Website
- 3. Capitalizing on Established Relationships (Esperanza, Inc.)
- 4. Building New Partnerships
- 5. Events
 - a. ECCS will increase promotional table presence
 - b. Provide Information Sessions
- 6. Mail
 - a. Direct Mail Marketing
 - b. Application Process by mail
- 7. Add dedicated personnel
- 8. Targeted Zip Codes

Ms. Judy Torres-Lynch commended Mr. Fred Estrada on providing and implementing a good marketing plan.

School Program Updates

Dr. Carolyn Faulkner-Beitzel reported that a significant number of school leaders were added to the school. Some of those additional positions were: Direction of Instruction, Coordinator of Instruction, Response to Intervention (RTI) Coordinator, and Director of Student Development.

Additional teachers are being added to every content area. A site has been identified for expansion but a plan needs to be in place for the next school year.

Enrollment Report

Dr. Carolyn Faulkner-Beitzel informed enrollment as of June 3, 2019 was 449. As of today, the enrollment is at 349. The present goal is to enroll a total of 505 students.

Personnel Report

Mr. David Rossi presented the personnel report as follows:

New Hires:

1. Woughter, Stephanie: FT Administrative Assistant to the Director of Student Development, 7/8/2019
Bachelor of Arts in Spanish, Bob Jones University- Greenville, SC
2. Huber, Abigail: FT Social Studies Teacher, 8/13/2019
Bachelor of Science in Secondary Education Social Studies, Shippensburg University
PA Certification: Instructional I Social Studies 7-12
3. Redding, Jessica: FT Data and Testing Coordinator, 7/8/2019
Master of Arts in Education, Holy Family University
PA Certification: Instructional II English 7-12, Administrative I Principal PK-12

4. Brito-Guzman, Celeste: FT Receptionist, 7/8/2019
Associates of Arts in Community and Human Services, Eastern University
5. Madden, John: PT Response to Intervention (RTI) Coordinator, 8/12/2019
Master of Arts in Education, Gratz College
PA Certification: Instructional I Special Education PK-12, Administrative I Principal PK-12, Supervisory Curriculum & Instruction PK-12, Supervisory Special Education PK-12
6. Brown, Albert: FT Director of Student Development, 7/22/2019
Master of Science in Education, Cairn University
PA Certification: Elementary K-6
7. Lind, Kaela: FT English Language Arts Teacher, 8/13/2019
Bachelor of Arts in English Literature, University of Colorado at Boulder
PA Certification: Instructional I English 7-12
8. Gomez, Ydaliza: FT Guidance Counselor, 8/13/2019
Master of Science in School Counseling, Walden University- Minneapolis, MN
PA Certification: Educational Specialist; Elementary & Secondary School Counselor PK-12
9. Kilbride, Nathan: FT Response to Intervention (RTI) Teacher, Reading (K-8), 8/13/2019
Bachelor of Science in Education, West Chester University of Pennsylvania
PA Certification: Instructional I Grades 4-8: Science 7-8, English Language Arts and Reading 7-8
10. Papeika, Joseph: FT English Language Development (ELD) Coordinator, 7/29/2019
Master of Education in Curriculum, Holy Family University
Master of Education in Leadership, Arcadia University
PA Certification: Instructional II Social Studies 7-12, Administrative II Principal PK-12
11. Marsh, Jon: FT Chief Executive Officer (CEO),
Doctorate in Education- Educational Leadership and Management, Drexel University
Master of Science in Instruction, Drexel University

Staff Departures for 2019-2020 Academic Year:

1. Choi, Stephens: PT Math Teacher 6/7/2019

On Leave: None

Vacancies:

1. English Language Arts Teacher
2. English Language Arts Intervention Teacher
3. RTI Math Teacher (2)
4. Special Education Math Teacher
5. Biology/Environmental Science Teacher
6. Middle School Science Teacher
7. RTI Reading Teacher
8. High School Math Teacher (2)
9. Middle School ELA/Social Studies Teacher

10. Computer Science Teacher
11. Special Education Science Teacher
12. Special Education Teacher
13. Administrative Assistant to CEO
14. Administrative Assistant to English Language Development Department
15. Part Time Special Education Paraprofessional
16. Part Time ELD Paraprofessional

Staff Transitions:

1. Camacho, Joshua: Current Position PT Student Support Specialist, New Position: FT Student Support Specialist
2. Devlin, Zachary: Current Position FT English Language Development Coordinator, New Position: FT Coordinator of Instruction (K-5)
3. Artman, Greg: Current Position FT Coordinator of Instruction, New Position: FT Professional Learning Coordinator

Ms. Carmen Rocha called for a motion to accept the personnel report. Amanda Roman motion. Judith Torres-Lynch seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4
Nays: 0
Abstentions: 0

Contract Approvals

Mr. David Rossi presented the contracts as follows:

1. The Philadelphia Police Department: The administration is recommending the approval of the memorandum of understanding between The Philadelphia Police Department and Esperanza Cyber Charter School for providing support during certain incidents whether they occur on school property or at any school sponsored activity or on a conveyance as described in the Safe Schools Act (such as a school bus) providing transportation to or from a school or school sponsored activity. The memorandum does not cover incidents that are outside of those school settings and create no substantial disruption of the learning environment. There is no cost associated with this memorandum of understanding.

2. MACCS Health Services: The administration is recommending the approval of the contract between MACCS Health Services and Esperanza Cyber Charter School for providing student health services for the 2019-20 year, subject to legal review. MACCS has provided these

services to our school since its inception, and the contract is essentially similar to the previous year. **Grand Total: \$24,321.22 for the 2019 - 2020 school year.**

Ms. Carmen Rocha called for a motion to accept the contracts. Judith Torres-Lynch motion. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4

Nays: 0

Abstentions: 0

Parent/Student Handbook

Ms. Jelissa Gonzalez spoke to the changes to the Parent-Student Handbooks as follows:

Pg. 12 language on technology

Pg. 13 grade assignment

Pg. 14-15 retention definition

Pg. 15 acceleration & decisions

Pg. 16 assessment language updated

Pg. 17 Permanent cumulative student records

Pg. 20 transfer of grades/withdrawal from school

Pg. 22 individualized program planning and valedictorian/salutatorian (to be further reviewed)

Pg. 26 attendance language added

Pg. 33 school facilities clarification

Pg. 36 permission for release of directory information

Ms. Carmen Rocha called for a motion to approve the changes to the Parent-Student Handbook. Judy Torres-Lynch moved. Carmen Torres seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4

Nays: 0

Abstentions: 0

Code of Conduct

Ms. Jelissa Gonzalez spoke to the changes to the Code of Conduct as follows:

Pg. 1-2 clarity on Out of School Suspension

Pg. 4 expanding definition of suspension

Pg. 7 appropriate use/ use of profanity language updated

Pg. 13 suspension updated

Ms. Carmen Rocha called for a motion to approve the changes to the Code of Conduct. Amanda Roman moved. Judith Torres-Lynch seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Ms. Carmen Torres, Ms. Amanda Roman- 4

Nays: 0

Abstentions: 0

Student Development Update

Ms. Jelissa Gonzalez reported on the work that the Student Development department has carried out such as tracking attendance/truancy, climate/culture and the at-risk population.

Ms. Carmen Rocha would like to know the number of parents who participated in the orientation.

ELD Update

Mr. Zac Devlin presented data on the ELD population and the retention rate. A total of 95 English Learners have been served in the ELD department which represents 21% of the total population.

The Board has requested that data be shown in terms of total number of students. The Board would also like to see monthly update of ELD student progress.

Reviewed student performance in ACCESS testing along with targeted strategies of improvement in the sections speaking and writing. Discussion on challenges and proposed solutions for the ELD program was presented. Overall students are demonstrating progress and growth.

Special Education Update

Mr. Cote presented data on the Special Education population for the 18-19 school year along with the breakdown of student disabilities within each grade bands. The ratio of student disabilities are consistent with statewide metric data.

Discussed the three different parts of the special education least restrictive environment. 45% of the students are in general classes. Special education students represent 21% of the student population.

Below are the proposed program changes/additions for the 2019-20 school year:

1. Adding Learning Support Social Studies and Science classes for those students who require more support in those areas.
2. The plan is to have a 5th Special Education teacher in the MS/HS age band to provide push-in support within the general education classes to further increase our number of students receiving Itinerant support.
3. Continue to develop the Special Education transition plans to incorporate more comprehensive supports and comply closer with the requirements of Indicator 13.

Next Meeting – October 24, 2019 at 4:00pm

Meeting Adjournment

Board of Trustees Secretary

Date

Minutes Taken by Yesenia Garcia

Esperanza Cyber Charter School
Board of Trustees Meeting
Unapproved Minutes
301. W. Hunting Park Ave. Philadelphia, PA 19140
Thursday, October 24, 2019

Board Members Present: Ms. Carmen Rocha, Ms. Judith Torres-Lynch, Ms. Amanda Roman, Rev. Magaly Martinez

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

Staff/ Management Present: Rev. Danny Cortes, Dr. Carolyn Faulker-Beitzel, Mr. Greg Artman, Dr. Jon Marsh, Mr. Zach Devlin, Ms. Jasmine Campos-Rivera, Mr. Joe Papeika, Ms. Jinette Cabrera, Ms. Jelissa Gonzalez, Mr. Eric Strauss, Mr. James Trubenbach-Byrne, Ms. Earline Williams

Introduction

Ms. Carmen Rocha announced a small change in the agenda to switch the 2nd item “board member ratification” to replace item number 5 and allow auditors to speak on the financial audit first.

Ms. Carmen called a motion to accept changes. Ms. Judith Torres-Lynch Motioned and Ms. Amanda Roman seconded. The vote was as followed:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman
Nays: 0
Abstentions: 0

Approval of Minutes

Ms. Carmen Rocha called a motion to approve the August 1, 2019 minutes. Ms. Judith Torres-Lynch Moved and Ms. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman
Nays: 0
Abstentions: 0

Financial Audit

James Trubenback-Byrne presented the Standard Required Communication and the draft of the audit report year ending June 30, 2019.

Mr. Trubenback-Byrne stated completion of the audit and currently doing an unmodified opinion for the Financial Statement audit and for the Yellow Book audit.

Mr. Trubenback-Byrne also reported no issues to report for internal control or noncompliance findings in the school. There were no issues in performing the audit; no irregularities, no illegal acts noted, no material weaknesses identified, and no disagreement with management.

Ms. Judith Torres-Lynch requested a change as stated on the required communications page 4 “we have identified the following...”, but there are no items identified. Mr. Trubenback-Byrne stated that it will be adjusted to state otherwise.

Ms. Judith Torres-Lynch asked is the charge for the teachers will remain constant and the response from the auditors were that the charge will rise.

At the close of the fiscal year, the school reported ending net position of \$572,597, There was an increase in net position of \$915,671 for the activities of the year ended June 30,2019.

Mr. Trubenback-Byrne pointed out the cash in cash equivalent which is currently sitting at 1.7 million and suggested from an outside perspective that the board may want to discuss and come up with a plan on how to better utilize the funds.

Ms. Carmen Rocha called a motion to approve ECCS draft audit report subject to updates to the intercompany transaction. Ms. Judith Torres-Lynch_Motioned and Ms. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres- Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Ms. Carmen Rocha called a motion to approve ECCS draft management report. Ms. Judith Torres-Lynch_Motioned and Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Board Member Ratifications

Ms. Judith Torres-Lynch expressed concerns that all candidates relate to Esperanza in some way and soon an external person should be on board to provide a more independent view.

Ms. Carmen Rocha called a motion to approve the recommendations of the ratifications of Board of Trustees which are:

1. Ms. Carmen Infante
2. Ms. Jorge Calixto
3. Ms. David Hurtado

Ms. Judith Torres-Lynch Motioned and Ms. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Instruction Report

Given by: Dr. Carolyn Beitzel & Mr. John Madden

The goals for the 2019-2020 academic year and updates on progress:

1. Comprehensive Support and Improvement (CSI) currently in year two of a three-year cycle. Dr. Beitzel stated this year is here ECCS is implementing the plan created last year by the school steering committee.
2. Instructional support focuses on realigning some supports for primarily special ed. Students and English language services development. The focus is to get specific support to meet their needs and have very specific and points of reference to measure their growth.
3. Instructional Coaching Overview: Mr. Greg Artman (Professional Learning Coordinator) is leading the implementation and management of the instructional coaching model and using lead teachers as intermediaries.
4. Ginsburg Educational Coaching has been providing consulting specifically in math as it has been reported that math proficiency is an area where ECCS continues to struggle with. There have been programs and interventions put in place and ECCS is starting to see growth in math proficiency. All ECCS math teachers are involved in this coaching model.

Rev. Danny Cortes questioned if teachers are seeing traction on the coaching model. Mr. Artman explained that they are developing a culture of coaching from lead teachers, as well as directors; although there are always some outliers there is additional support provided to those who are not coachable.

Rev. Danny Cortes also questioned at what point will the culture move from the possibility to the reality of improved instructional delivery and when will it show a positive effect on the student engagement which will then lead to student engagement. Mr. Artman explained that there have been improvements in student engagement in classrooms by being present, using the microphone. The students have been engaging in a meaningful way with each other and their teachers.

5. Teacher Observations First semester: While teacher observation is collaborative it is also an evaluating piece. Mr. Madden, Mr. Papeika and Mr. Devlin all have a caseload of teachers in which they meet to plan their scope of sequence for the year.

Ms. Judith Torres- Lynch asked if there were any concerns with the CDT tests that will take place during the last week of October. Dr. Beitzel responded no, as the CDT is directly aligned with PSSA and Keystone exams. Additionally, this test is in preparation for ECCS to evaluate whether the school wants to move to online exams for the PSSA and Keystone instead of the traditional paper and pencil testing.

Contract Approvals

1. Riverside Insights: Renewed yearly
2. Presence Learning: New professional services in the area of speech- Language therapy, Occupational therapy and psychologist evaluations.
3. Cannon Solutions America: New lease of a copier in the multipurpose room.
4. Point to Point: Currently working on this contract.
5. Philadelphia District Attorney's Office: Renewed yearly.
6. Elect Program: Support pregnant and parenting students.
7. Capitalized Furniture: Furniture for expanded spaced totaling \$32,535.00.

Ms. Carmen Rocha called a motion to approve all the contracts presented by Ms. Jasmina Campos—Rivera. Ms. Judith Torres-Lynch Motioned and Ms. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres- Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman
Nays: 0
Abstentions: 0

Personnel Report

Dr. Jon Marsh presented the personnel report as followed:

New Hires

1. Raiguel, Katherine: Math Teacher, Start Date: 08/13/2019.
2. Ostapchuk, Christopher, ELA RTI Teacher, Start Date: 08/14/2019.
3. Schweizer, Brian: Science Teacher, Start Date 09/03/2019.
4. Barber, Jamey: Science and Technology, Start Date:10/14/2019.
5. Cabrera, Jinette Administrative Assistant to the CEO, Start Date: 10/16/2019

Staff Departures

1. Scioli, Samantha, ELA Teacher Hire Date:08/20/2018 Departure Date: 08/18/2019
2. Rambo, Ryan, Sped SS Teacher (6-12) Hire Date: 8/24/2016 Departure Date: 9/25/2019
3. Claycomb, Cassandra Math Intervention Teacher, Hire Date 8/20/2018 Departure Date: 8/05/2019
4. Camacho, Joshua Student Support Specialist Hire Date: 2/18/2019 Departure Date:8/23/2019.

Vacancies

1. Math Teacher
2. 2 ELD Paraprofessionals- Spanish speaking assistance to be available to assist students with language barriers.

Staff Transitions

3. Madden, John: PT RTI Coordinator to new position FT Director of Instructional Support. Start Date 08/05/2019.
4. Campos-Rivera, Jasmina: New position Operations Manager Start Date 08/15/2019.

Ms. Carmen Rocha called a motion to approve the personnel report. Ms. Judith Torres-Lynch Motioned and Ms. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres-Lynch, Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Monthly Financial Statement

Ms. Carmen Rocha called a motion to approve the monthly financial statement. Ms. Judith Torres-Lynch Motioned and Ms. Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres- Lynch, Ms. Carmen Rocha, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Discussed the use of up to one million dollars out of the two million for the use of the expansion due to growing staff. The project is expected to be completed by August 2020.

Ms. Judith Torres-Lynch expressed concerns with expansion due to legislation with charter schools. Rev. Danny Cortes explained that it's a cash deal, therefor the institution will not be indebted. The institution will still have a 1.2 million dollar reserve.

Ms. Carmen Rocha called a motion to approve the designation of \$1,000,000 to the future building fund from Undesignated Fund Balance for the renovation of Future ECCS space. Ms. Amanda Roman Motioned and Ms. Judith Torres- Lynch seconded. The vote was as follows:

Yeas: Ms. Judith Torres- Lynch, Ms. Carmen Rocha, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Ms. Carmen Rocha called a motion to approve the renovation of ECCS space. Ms. Amanda Roman Motioned and Ms. Judith Torres- Lynch seconded. The vote was as follows:

Yeas: Ms. Judith Torres- Lynch, Ms. Carmen Rocha, Ms. Amanda Roman

Nays: 0

Abstentions: 0

Requesting to add Dr. Marsh to bank resolution to become an authorized check signer. Three people will have access in total to sign checks.

Ms. Carmen Rocha called a motion to approve the general banking resolution. Ms. Judith Torres-Lynch Motioned and Amanda Roman seconded. The vote was as follows:

Yeas: Ms. Judith Torres- Lynch, Ms. Carmen Rocha, Ms. Amanda Roman

Nays: 0

Abstentions: 0

CEO Report

Work from Home- Teachers have been rotating between 2-3 days to work from home. Ms. Judith Torres-Lynch questioned if there was any feedback and the response was all positive.

Progression through the five WIDA levels while at ECCS

32 EL students that were enrolled at ECCS for more than one year were examined. Data shows 14/32 of student scored increased one year and decreased the following. To better support EL students ECCS is looking for Spanish speaking paraprofessionals to translate and help students better understand.

Ms. Carmen Rocha asked which domain do students lack in the most. Speaking and writing are the two areas where students lack. EL students cannot be required to come in, but they are encouraged to come on site to help develop social skills.

Enrollment Report

Ms. Jasmina Campos- Rivera presented the Enrollment Report as followed:

In comparison from Oct. 1, 2018 to Oct. 1, 2019 the enrollment increased from 332 to 447, Out of the 447 enrolled 226 are new students for the start of the school year.

Enrollment YTD: 489

Withdrawals YTD: 41

Retention: 92%

Total ESL: 19% (86/447)

Total SPED: 23% (106/447)

ECCS Reason for withdrawal are as followed:

Truant dropout: 4

Transfer to Nueva Esperanza Academy: 7

Transfer to Charter School: 12 (separate for those that transferred to NEA)

Transfer to Public School: 13

Transfer to Alternative: 2

Moved out of state: 3

As of October 24, 2019 ECCS, enrollment is 462.

Next Meeting- December 12, 2019

Meeting Adjournment

Board of Trustees Secretary

Date

Minutes Taken by Jinette Cabrera

Esperanza Cyber Charter School
Board of Trustees Meeting
301. W. Hunting Park Ave. Philadelphia, PA 19140
Thursday, December 12, 2019 4:00 pm

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

Board Members Absent: Rev. Luis Cortes, Ms. Amanda Roman, Ms. Judith Torres- Lynch

Staff/ Management Present: Rev. Danny Cortes, Dr. Carolyn Faulkner-Beitzel, Mr. Greg Artman, Dr. Jon Marsh, Mr. Zachary Devlin, Ms. Jasmine Campos-Rivera, Ms. Jinette Cabrera, Mr. John Madden, Mr. Artemio Rodriguez

Approval of Minutes

Rev. Magaly Martinez called a motion to approve the October 24, 2019 minutes. Ms. Carmen Rocha noted a change that needs to be made under Board Ratifications on page three from Ms. Jorge Calixto to Mr. Jorge Calixto and Mr. David Hurtado to Dr. David Hurtado. Ms. Carmen Rocha Moved and Ms. Carmen Torres seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Curriculum and Compliance

Dr. Carolyn Faulkner-Beitzel reported the following:

Annual Goals below are measured throughout the school year in terms of student data.

1. Continuous Improvement of teaching and Learning: Improve student academic achievement growth in math and reading to the “green” level of PVAAS to meet the growth standard.
2. Provide Student- Centered Support Systems: Increase the percentage of students meeting regular attendance to at least 90% or more instructional days.
3. Hire new staff for additional support with the expansion of the school program due to projected growth/budget.
4. Increase the impact of the Esperanza brand (Organizational Development & Synergy).

Future Ready Index and PVASS Update for 2018-2019 (data year)

Dr. Carolyn Faulkner-Beitzel reported the following:

The school report can be found at <https://bit.ly/386o6S8> and review data at any time. There is currently two years of Future Ready data available.

Future Ready has given ECCS target measurement per year and everyone in the state of Pennsylvania must meet a 100% target by the year 2030. ECCS started in 2017 so Future ready divided the percentage were from the baseline and where ECCS needs to be in the end of the year 2030. Future Ready also provided interim targets for every year.

1. Areas of Success for Future Ready:

- Meeting or exceeding growth targets in mathematics, language arts, and science.
- Exceeding graduation rates and is on target to exceed again for 2020.
 - Rates reported are one-year past, therefor the number reported this year are numbers from two years ago.
- Exceeding science proficiency targets in the Hispanic demographic.

2. Areas to Improve for Future Ready:

- Continue to include mathematics (3.7%) and language arts (28.7%) across all sub-groups and science (23.7%) for students other than the Hispanic sub-group.
- ELL proficiency has decreased over the past two years and we are evaluating root causes, one of which is the larger enrollment of the Newcomer (level 1) group and having to quickly develop new bi-lingual curriculum for that group of students.
- Both regular attendance and career benchmark measurements have improved but not yet at the statewide level.

Rev. Danny Cortes asked how many non-Hispanic students does ECCS have. Dr. Carolyn Faulkner- Beitzel responded that in the year 2018-2019 there was an estimate of 3.8% to 4.0% in different demographic areas.

The state target for Career Benchmark is 89.80% and 84.20% ECCS students are meeting the benchmark target. There is a program in place that is providing learning for students to do the assignment and learning about career standard and college career readiness.

Ms. Carmen Rocha asked what a Career Benchmark is. A Career Benchmark standard requires all students in Pennsylvania to create a career portfolio starting in kindergarten and ending in 12th grade. In this portfolio students must master the Career Benchmark standards for college and career readiness. Every year, each student must produce two pieces of evidence and a total of twenty pieces of evidence.

A barrier to the Career Benchmark is the transiency of the students that come in and out on a weekly basis. It has been difficult to capture the evidence gathering. This year ECCS has implemented two assignments in the orientation course so the student can complete the assignments upon completion of the orientation process. Regardless of the departure date of the

student from ECCS the measurement will be on all students, not only on students that remain in the school. This should help the percentage rise close to 100% (mid 90s).

Rev. Danny Cortes asked if Future ready is a public domain for all schools and its response is yes. Rev. Danny Cortes requested a subsequent meeting to see the same chart on page five for other cyber schools who have similar population in addition to a bricks and mortar school to see what it compares against. The visual will determine the school performance in context.

Ms. Carmen Rocha requested from Dr. Carolyn Faulkner-Beitzel some examples of the Career Benchmark rubric or checklist (student work). This will be given in the next Board meeting on February 27, 2020.

Classroom Diagnostic Tools

Dr. Carolyn Faulkner-Beitzel reported the following:

The CDT is an online assessment by content area designed to provide a level of diagnostic data that could inform the understanding of data trend schoolwide and at the classroom level.

This past October ECCS brought students onsite to take the CDT as a test run and measured all the students who are expected to take the PSSA and or the Keystone during enrollment. The students were tested on their grade level in mathematics, language arts, and science.

There was a total of 413 students and 296 of those students tested below the average scale score. This is not a surprise as the students coming into ECCS have been a grade or two grade level behind.

CDT is adaptive, for example, if the student is an 8th grader he and or she will start the test in 8th grade level and depending on the results the student may be tested below level or above the level. Each question is aligned to eligible content which allows data to be readable on individual students per question.

Instructional Coaching Cycle

Mr. Gregory Artman reported the following:

The 2019-2020 school year, ECCS began the first twelve- week cycle of the Instructional Coaching Model with the goal to provide additional support to teachers. It's targeted coaching mainly by senior teachers meeting weekly with new teachers doing informal observations and walk through to focus on targeting improvement in the classroom based on ECCS goals.

The next twelve- week round of coaching will begin upon return from Winter Break which will be a mixture of teachers who will benefit from remaining in the cycle, new teachers and those teachers identified as requiring targeted support.

As of now, data from surveys has been positive coming from teachers that have been coached. There is also math coaching from Ginsburg Consulting which has completed its initial phase. PDE provided positive feedback regarding the topics chosen for this phase.

ECCS is also working with PDE as part of CSI process and working on an initiative of mathematical literacy school wide in cross circular. How can ECCS in corporate concepts and theories and give students more repetitions not only in math but in all classes to help build skills and knowledge in which ECCS students are behind in.

Instruction

English Language Development (ELD)- Mr. Zachary Devlin presented the following:

Since the last Board meeting ECCS has added ELD support for ELA, Math, Science, and Social Studies for all four levels of ELD students. ECCS has a model that includes a separate teacher for English learners, especially newcomers, as there are about 20 to 25 in level one English learner newcomer classes. Students receive support in these replacement classes to build the skills needed to access the grade-level general education courses. Once they demonstrate these skills, students are rotated into general education student population and standard course offerings.

Rev. Danny Cortes questioned if this is all done virtually, therefor, students do not interface and disturb each other in traditional classes. Mr. Devlin responded yes and expressed how he observed a class recently and how the model is working positively.

Special Education Program- Mr. John Madden presented the following:

The Special Education Program is like the ELD model. There are special education teachers working mostly with level one students that have the least academic ability and the most academic needs. As students begin to rotate up through the levels and become more proficient, they leave the self-contained classes into general education classes in addition to switching over from EasyCBM into the CDT.

EasyCBM is a progress monitoring tool; rather than taking the CDT which is given three times a year, EasyCBM is given monthly (language arts and math) its shorter and simpler for students. This tool is used by Special Ed. students and ELD students more than those self- contained classes.

MTSS/Child Study Team -Mr. John Madden presented the following:

The 'child study team' model brought together Attendance/Truancy, DSD/behavioral support, and teacher/academic support. MTSS is a multi-disciplinary umbrella program that looks at the entire population of the students and identifies students that need support and then assigns them by their specific needs to individual departments.

Field Trips/ Fun Zone/ Communication with Families-Dr. Marsh presented the following:

Fields trips and Fun Zone is growing fast as ECCS has growth it impacts this area positively. Principals have been pushing for regular communication with students and families and logging those calls. Teachers and support staff having been logging into the system so when reports are pulled it shows 2.5 times more log entries during the same time period (Sept-Dec) last year. This output is not so much based on growth instead from the push of the principals to get teachers to log the calls.

Monthly Financial Report

Mr. Artemio Rodriguez reported the following Statement of Financial Position as of October 31, 2019.

Total Cash are reported at \$2,102,959.00

Total Accounts Receivables are reported at \$236,861.00. \$200K of the total is coming from the Department of Education for various title funding.

Total Prepaid Expenses are reported at \$70,745.00.

Total Current Assets are reported at \$2,410,569.00. The current ratio has increased from 3.67 to 4.53 which is total assets over total liabilities.

Total Property and Equipment, net is reported at \$73,047.00.

Total other Assets are reported at \$1,061,489.00 which gives a total asset of \$3,545,105.00.

Under current liabilities Total Accounts Payable is reported at \$169,198.00. Of this total, about a 134k is intercompany related.

Total Accrued Expenses are reported at \$314,253.00.

Total Due to Related Parties are reported at \$48,694.00.

Total Current Liabilities are reported at \$ 532,145.00.

Under Long Term Liabilities, Total Net Pension Liability are reported at \$ 2,003,000.00 which has to do with GASB 68 and GASB 75 entries which is related to the retirement plan for the state.

Total Long-Term Liabilities are reported at \$2,940,145.00.

Total Net Assets are reported at \$604,960.00 which gives a total Liabilities and Net Assets of \$3,545,105.00.

Dr. Marsh provided a document explaining the number of reasons why some accounts are in the negatives. To better understand in the cyber world where enrollment is what drives funding. Today, December 12th, ECCS has a total enrollment of 495 (not including 18 new enrollments) which is very close to the goal of 505.

Dr. Marsh also explained the way the budget works on average daily membership which is how many kids are here on average each day.

It is also reported that the student discussed during the last board meeting where ECCS was spending \$50,000.00 a year to bus with an additional cost averaging \$60,000.00 for private school tuition. The student was not successful in the private school he was attending therefore a meeting was held, and the student returned to ECCS. This does not mean that there will not be no other cost associated with the child, but it is unlikely that the cost will be as high as the cost of transportation and tuition fees.

Rev. Magaly Martinez called a motion to approve the Monthly Financial Report as of October 31, 2019. MS. Carmen Rocha moved, and Ms. Carmen Torres seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Operations

Ms. Jasmina Campos- Rivera presented the following:

Recommend the Board authorize the CEO to modify the 2019-20 school calendar to reflect the following:

- Move the all-day (In-service/Luncheon) from January 31, 2020, to February 7, 2020.
- Release students at noon on May 22, 2020, followed by staff In-service/luncheon.

The calendar normally aligns with the academy and it did not this year which is why the recommendations are being made to change dates above to align with the academy.

Rev. Magaly Martinez called a motion to approve the calendar changes under Operations. Mr. Jorge Calixto moved, and Ms. Carmen Infante seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

ECCS is requesting a contract to be approved between ALEMAR consulting, Inc. and ECCS for serving as an E-Rate consultant for program year 23(2020-21) in the amount of \$7,000.00.

E Rate is tax that is put on to a phone bill in which schools get high speed internet which is the basis of it.

Rev. Magaly Martinez called a motion to approve the contract under Operations. Mr. Jorge Calixto moved, and Ms. Carmen Rocha seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Personnel Report

Dr. Jon Marsh presented the following:

New Hire:

Lamboy, Johannie: Paraprofessional (EL/SpEd), Start Date: 12/16/2019, Associates Degree in Business Administration, EDP University of Puerto Rico, San Sebastian, Puerto Rico.

Staff Departures:

Gonzalez, Jelissa, Director of Student Development Hire Date: 11/27/2017 Departure Date: 12/10/2019

Vacancies:

1. PE Teacher
2. 2 Math Teachers
3. 2 Special Education Teachers
4. Paraprofessional (EL/SpEd)

Staff Transitions:

1. Santiago Maryelis: Current Position Director of Student Development, New Position: Director of Community and Family Engagement. Start Date: 12/16/2019
2. Faulkner-Beitzel, Carolyn: Current Position Director of Academic Programs to Director of Curriculum & Accountability. Start Date: 12/16/2019
3. Rodriguez, Derek: Position Student Support Specialist, Non-Exempt to Exempt. Start Date: 12/16/2019
4. Baker, Morgan: Current Position HS Science Teacher, New Position: Science Department Chair/HS Science Teacher. Start Date: 12/16/2019

Dr. David Hurtado asked if the positions being transferred out, are they being filled or is it simply a title change. Dr. Marsh responded that some positions are vacant and moving to different positions. The positions being vacated will not be currently filled but only time will tell as the Director of Student Development has many responsibilities.

Ms. Carmen Rocha asked if PE teacher and Math teacher are needed. Dr. Marsh responded that PE Teacher are needed as it is a requirement for graduation. ECCS has been searching for Math teachers and Special Education Teachers for quite some time now but unfortunately there is a shortage in certified Special Education teachers and Math Teachers.

Rev. Magaly Martinez called a motion to approve the Personnel Report. Ms. Carmen Rocha moved, and Ms. Carmen Infante seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

CEO Report

Dr. Jon Marsh presented the following:

House Bill 355 Amendment

House Bill 355 is something ECCS is working on which is encounters the governors attempt to reduce the charter school budget by \$133 million and later reduced to \$75 million. Cyber schools

offered to meet the Governor halfway by modifying House Bill 355. The legislation was postponed due to a last-minute disagreement not associated with the cybers. If this bill passes ECCS will certainly take a loss, but the cut will be better than the governs cut in which the governor wants to take over \$100 million from cyber schools alone.

Additional Space

Rev. Danny Cortes was able to get ECCS an additional 1000 sq. ft. which will be added to the new space for staff use.

Community Engagement

ECCS is working on building relationships with the community.

Some expected outcomes include:

- Expand enrollment due to awareness of our school as a solution to situation in our community.
- Taking advantage of our relationship with CareerLink, to give parents, and possibly ECCS graduates a pathway to good jobs.
- Building relationships with foster care providers to help children that are “in the system” and often move from home to home. ECCS could provide them with a stable school environment and consistent teachers and classmates.

BoardDocs

BoardDocs is a system that allows one to move to paperless meetings; but, you don't have to go paperless you can create the reports in the electronic system and still print them for those who like traditional format to write through the documents. BoardDocs allows one to get the right to know information out there as it is a holding place for policies for the public. For meetings, ECCS will provide chrome books to go through the reports. This was implemented at two other schools and it is the main software that is being used as it allows those attending Board meetings virtually to view the same screen and items as those physically present in the Board meetings.

Dr. Marsh collected all the information needed to provide demonstration on BoardDocs in addition to pricing. IF ECCS can implement BoardDocs and the Academy is also interested, they are able to jump in under one umbrella if this is the pathway chosen down the line.

Rev. Danny Cortes and Board members are open to the idea and recommended that Dr. Marsh continue to explore BoardDocs and bring back more information to the Board.

Enrollment Report

Ms. Jasmin Campos- Rivera presented the following:

Total Enrollment: 580

Total Withdraw: 94

Retention: 83%

Total ESL: 21.19% (103/486) Recent enrolled 3 more giving ECCS a total of 106.

Total Sped: 22.22% (108/486)

Truancy Drop out: 9

Transferred to Nueva Esperanza Academy: 13

Transferred to a different Cyber School: 2

Transferred to Charter School: 18

Transferred to Public School: 34

Transferred to Alternative School: 9

Moved out of state: 9

Ms. Carmen Rocha asked how many of the 18 students expected to start within the upcoming week are Special Education students. Ms. Campos- Rivera does not have that answer at hand but will provide an answer at the upcoming Board meeting on February 27th.

Dr. Marsh explained to the new board members that Special Education students generate \$2 for every dollar. Special Education students also have a larger expense.

Next Board Meeting, an acronyms list will be provided.

Next Board Meeting

February 27, 2020 at 4:00pm

Board members requested a change in time from 4:00 pm to 3:30 pm so prevent Board Members from waiting an hour for the meeting to begin.

The time change will be discussed with missing board members to better confirm the time change to 3:30 pm.

Meeting Adjournment

Board of Trustees Secretary

Date

Minutes Taken by Jinette Cabrera

Esperanza Cyber Charter School
Special Board of Trustees Meeting
Conference Call from Middle School Conference Room #121
Friday, January 30, 2020 3:30 pm

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

Board Members Absent: Ms. Carmen Torres

Staff/ Management Present: Rev. Danny Cortes, Dr. Jon Marsh, Ms. Jasmine Campos-Rivera, Ms. Jinette Cabrera, Mr. Walter Toliver, Ms. Carolyn Flynn

Rev. Magaly Martinez ordered to begin meeting at 3:35 pm.

Dr. Jon Marsh introduced Carolyn Flynn from McKenna Snyder LLC to answer any questions regarding the settlement with the School District of Philadelphia (“SDP”).

Carolyn Flynn provided some background on the immediate issue related to the litigation. At this point McKenna has been approached by the SDP to settle a portion of the outstanding case. In terms of background, the case relates to the 2012 Guidelines which were enforced by PDE. McKenna Snyder found that it was inconsistent and conflicted with The Charter School Law. The 2012 Guidelines found were imposing certain conditions and reductions to the pupil rate which is used to calculate what charter schools should receive.

McKenna Snyder has been approached about an offer to resolve the portion of the case related to the recalculations based upon the actual expenditures verses the budgeted expenditures which resulted in a reduction of payment to ECCS of \$43,750.30

This amount is a partial settlement which reflects what was calculated using the 2012 Guidelines which has since been considered by the courts to be unlawful and inconsistent with The Charter School Law.

The settlement, however, took into consideration that ECCS could also pursue interest as it related to the amount of \$43,750.30. The settlement would not include interested in the amount of \$9,187.57. Nothing about the settlement will waive the right to pursue the amount of

\$236,302.69 and potentially pursue interest related to this amount. This amount, under the guidelines imposed, reflects the rate that PDE reduced by adding 17 deductions which are being argued by McKenna Snyder because they are not consistent with the CSL.

It is being brought up to the Board's attention a letter that Clarence Kegal, Jr. sent ECCS of emails between their office and counsel for the SDP regarding the SDP's settlement offer. Also, a correspondence dated January 16, 2020 from Clarence Kegal, Jr., counsel for the PA Associations of School Business Officials ("PASBO"). Mr. Kegal is advocating to PASBO an argument that all the hearing officers should stay all these cases related to the amount disputed for the 17 deductions. McKenna disagrees with this and will continue to pursue and keep ECCS informed as this is currently happening behind the scenes.

Rev. Luis Cortes asked if there are any other implications that ECCS Board is unaware about that would make the paying of the 10 million over a set amount of time impossible? Carolyn Flynn answered: One of the arguments can potentially be that SDP wants to be able to impose deductions beyond today which would then result in lesser amounts being paid out in future years. McKenna wants the court to resolve this matter as it is not consistent with The Charter School Law because The CSL has a specific calculation in the statute. Unless ECCS Board would like to settle this, McKenna would like some decision and or agreement related to this.

SDP may pursue this as they may try and argue and hope that the court will agree to be able to use the deductions which will then reduce the amount over years. SDP is looking beyond this lawsuit in how it can affect the amount in the future.

Dr. Marsh stated that somewhat related to this is the idea that ECCS brought forward the Governors Bill which is the idea of how much cuts SDP would give ECCS each year out of Special Ed. and General Ed. The idea of this was ECCS can take the cuts but this settlement must be fixed first.

Ms. Judith Torres-Lynch asked if the decision being made for the cyber school; will it be the same for the academy? Rev. Danny Cortes responded: the settlement was voted on and approved by the academy's Board last week. The original charge amount was accepted and forgo the interest with the understanding that the larger corpus is still pending and debatable, which is being recommended with ECCS as well.

Dr. Marsh explained the rationale behind the Special Board Meeting is because there is a hearing coming up with SDP, therefore, a vote is needed to move forward.

The settlement amount is 43,750.30, what could be pursued if this offer not accepted is the 6% interest on top of this amount. Therefore, if the settlement offered is approved, ECCS will forgo 9,187.57.

Rev. Magaly Martinez called a motion to approve the 2015-16 Redirections Funds as presented, \$43,750.30 and forgo \$9,187.57 in interest. Ms. Judith Torres-Lynch moved, and Dr. David Hurtado seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Next Board Meeting

February 27, 2020 at 3:30pm

Board members requested a change in time from 4:00 pm to 3:30 pm to prevent Board Members from waiting an hour for the meeting to begin.

The time change will be discussed with missing board members to better confirm the time change to 3:30 pm.

Meeting Adjournment 3:53

Board of Trustees Secretary

Date

Minutes Taken by Jinette Cabrera

Esperanza Cyber Charter School
Board of Trustees Meeting
301. W. Hunting Park Ave. Philadelphia, PA 19140
Thursday, February 27, 2020

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

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

Staff/ Management Present: Rev. Danny Cortes, Dr. Carolyn Faulkner-Beitzel, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmine Campos-Rivera, Mr. Joe Papeika, Ms. Jinette Cabrera, Mr. John Madden, Mr. Artemio Rodriguez

Approval of Minutes

Rev. Magaly Martinez called a motion to approve the February 27, 2020 minutes and the January 3, 2020 Special Board Meeting. Ms. Judith Torres- Lynch requested a change in the minutes for the Special Board Meeting. On the first page (last paragraph) there was a typo that needed to be changed from “interested” to “interest”.

Ms. Carmen Torres motioned and Ms. Carmen Infante seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Curriculum and Compliance

Presented by: Dr. Carolyn Beitzel & Mr. Greg Artman

Dr. Beitzel presented a brief summary of the data that was previously viewed at the last board meeting on December 12, 2019.

ECCS is Meeting or exceeding growth in mathematics, language arts, and science; currently in green and blue.

At the last board meeting, Ms. Rocha requested data from other local cyber schools to compare with ECCS. ECCS does not have anyone to truthfully compare to even though ECCS is a school with high poverty and high economic disadvantages and high homelessness, ECCS is also a local community school. Therefore, to compare to other cyber schools across the state is slightly difficult.

Dr. Beitzel shared some bullet points:

- ECCS has the largest Hispanic and homeless/foster populations.
- ECCS sends more students to post-secondary education institutions and the military.
- ECCS has almost double the number of economically disadvantaged students.
- ECCS students show more growth in ELA and math and are close in growth for science.
- No schools compared are above the PA proficiency average or the performance standard.

The last piece of data discussed was the Classroom Diagnostic Testing tool (CDT) that has been used this year for benchmark testing. ECCS ran the second test since the last board meeting. ECCS is seeing improvements in scores from test takers from test number one to test number two. There has not been enough improvement to close the achievement gap but ECCS is seeing students showing growth.

Instructional Coaching Update

Mr. Artman confirmed that ECCS is currently in the twelve-week cycle which began January 20th. The first cycle focused mainly on new teachers; this cycle teachers either chose to participate or were selected based on survey data completed by teachers' coaches and supervisors.

Math coaching at ECCS is continuing into the second semester with Ginsburg Consulting. This round focuses on smaller groups to allow for more classroom observation, co-teaching and lesson modeling.

Mr. Artman presented data for the following:

- **Teacher Ratings** - teachers were asked to complete a self-assessment to rate their instructional effectiveness. Coaches and supervisors completed this assessment as well. (Appendix A from Board report 2/27/2020)
- **Teacher Progression** - teachers were asked to rate their current levels of effectiveness in specific areas prior to coaching and again, after the cycle ended. (Appendix B from Board report 2/27/2020)

- **Coaching Feedback** - at the end of the cycle teachers were asked to complete a survey designed to identify the strengths and areas of improvement within the coaching model and with the coaches themselves. (Appendix C from Board report 2/27/2020)

Ms. Carmen Rocha asked if Appendix A has dates. Mr. Artman explained that the results were based on the first cycle, beginning early September towards late December. (First cycle)

Ms. Judith Torres-Lynch asked if ECCS is seeing any areas of improvement and will this survey take place again. Mr. Greg Artman confirmed this survey will be complete again at the end of the second cycle. The data that was presented specified PD opportunities which ECCS is looking to incorporate for the rest of the semester, regarding coaching. Overall, teachers are satisfied with the support they are receiving from their instructional coaches and lead teachers.

Instruction

Presented by Mr. John Madden & Mr. Joseph Papeika

Office Hours Changes

Mr. Papeika spoke regarding ECCS's revised bell schedule changes that allows for the same instructional day but adds four additional days of tutoring time where teachers can meet virtually with students that need extra help. This gives ECCS additional 2.5 hours per week in tutoring in addition to the existing tutoring time that is currently built into the schedule. Resulting in 5 days of the week of scheduled time for teachers to meet with the students, whereas originally, they would meet once a week. The additional time is built into the regular school hours. ECCS cut down minutes of regular instructional periods, giving 36 minutes of tutoring blocks without taking substantial time away from core instruction.

Rev. Magaly Martinez asked how many tutoring sessions per week did this change give. Mr. Papeika gave the days: Monday, Tuesday, Thursdays and Fridays for thirty-six minutes and on Wednesday for forty-six minutes.

Mr. Madden spoke regarding the MTSS system. The MTSS system is a way for ECCS to provide specific services for students who need specific support. It streamlines the office hours by dividing up the ECCS student body, therefore students with truancy issues are separated into truancy cohorts and assigned to the Attendance & Truancy Coordinator, who will contact students directly. Students that are not academically engaged will be targeted directly by the Engagement team. Student cohorts for students that are academically engaged but struggling will be reached out directly by teachers within the extra hours previously discussed. Students

showing academic independence and success are in the Outreach Cohort, in which staff prioritize their involvement in public activities and school functions.

Additional Core Synchronous Instructional Time

Mr. Papeika presented additional changes to schedule. Recently ECCS went from a four-day synchronous/one day asynchronous model to a five-day synchronous model to better serve our students. This was implemented for all the tested subjects: math, ELA (at the secondary level), 8th grade science and biology. ECCS eliminated the 5th day as an asynchronous course and put it back as a live course. This additional live instructional time will continue to give students opportunities for success. Special Education and ELD self-contained classes of all grade levels have also moved to a full five-day schedule. Mainly because students need the extra support of all five days.

Algebra 1 After School Tutoring

Algebra 1 teachers have graciously stepped up and implemented an after-school program for all ECCS algebra 1 students who plan to take the Keystone Test. The after-school program is designed for students and teachers to meet two days per week for students who need a certain eligible content item on a certain day. For example, every Monday will be a new class of students, therefore, the day is being leveraged to make the most of the instructional time for students who have shown proficient on prior CDT tests.

Ms. Judith Torres-Lynch asked how many students are being served and is the program voluntary. In late January, ECCS began to serve about 150 students, there are three teachers running the program. On any given day the average attendance is 25 per teacher that is being cycled out. If a student has demonstrated proficiency on the date's topic then the student will not be invited to the next tutoring session. This leverages time and students for more manageable class sizes, allowing teachers to specifically meet with students who need the most help. Tutoring is voluntary, but students are aware of the need and are very grateful for the extra help.

Rev. Magaly Martinez asked, why this program is only two days a week rather than five. Mr. Papeika explained that ECCS started with two but can explore moving the tutoring program to five days a week, or possibly four.

Access Testing

The Access test window ended February 21, 2020, 99 of the 103 eligible ELS were tested. The ECCS team made twenty-five home visits, and eight students were tested in their home. Overall, this was a successful Access testing.

Bilingual Para Pilot

Ms. Johannie Lamboy is ECCS's new Spanish-speaking paraprofessional who has been successful working with the ELD population. Ms. Lamboy has been supporting students in class and branches out to assist ELD students that struggle with classes due to their language barrier. Thus far, the bilingual paraprofessional pilot has been successful, therefore, ECCS is looking to expand and hire additional paraprofessionals for the future.

Winter Graduation/New clubs/Parent-Teacher Conference

On January 24, 2020, ECCS held a successful winter graduation for two students. ECCS also has several new clubs running which kids join onsite or virtually. Lastly, on Wednesday, January 15, 2020, ECCS also held another parent teacher conference. There were 77 families that attended onsite and 10 additional families attended virtually.

Monthly Financial Report

Mr. Artemio Rodriguez presented the Statement of financial Position as of November 30, 2019.

Total Assets are \$3,436,767, which is almost an increase of 2 million from the prior fiscal year. One of the changes was in cash, total cash went up almost 1.4 million. Total Pension Plan Deferred Outflows also increased by \$687,000. On the liabilities and net assets side total net pension liability and total pension plan deferred inflow of resources increased year over year approximately 800,000. Total net assets also increased almost 1 million dollars.

Looking at the current year total accounts, receivables is at \$187,334 and the majority of this is from the Department of Education from the various title funding and subsidies.

Under the Liabilities section, Accounts Payable is at \$113,640. Of that \$97,000 is due to intercompany and \$95,000 of that is due to Esperanza's management fee for October and November.

Looking at the current ratio of total current assets and total current liabilities, the current ratio is a 5:12.

Ms. Judith Torres-Lynch pointed out an error in the Summary Statement of Activity (Income Statement). The year to date variance percentages are not calculated correctly. Mr. Artemio Rodriguez mentioned that the calculation is coming directly from the system and will investigate this.

Dr. Jon Marsh brought forward a budget earlier during the week, therefore, it is not being presented during the board meeting because some board members previously received it. The draft budget is built on this current year's budget, therefore, ECCS is going based on the 2019-2020 rate (as we do not know what the rate will be next year). Built on this, Dr. Marsh also put several items to next year's budget that should reflect ECCS growth. The current budget is built at 505 students, next year is built at 600 students.

The 2020-2021 budget is also built on 80 FTEs (14 of the 80 are new and 4 additional ones are known to be departing, while the other 6 are based on expected staff that will be departing).

Dr. David Hurtado asked if the current year's budget was based on 505 enrolled students, how many did ECCS begin with, and how many does ECCS expect to end with? Dr. Marsh stated that ECCS began with over 300 enrolled students and average daily membership will end the year with 620, almost doubling.

Rev. Magaly Martinez called a motion to approve the monthly financial statement as of November 30, 2019. Ms. Carmen Rocha motioned, and Dr. David Hurtado seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Contract Approvals

Presented by Ms. Jasmina Rivera-Campos

- 1) Recommended the Board approve the 2020-2021 ECCS proposed calendar.

There are some changes made after the proposed calendar was presented. Therefore, it has been confirmed that the Board Retreat cannot take place on August 5, 2020, and ECCS will confirm on a later date if this will take place either on August 4th or the 6th. Board members preferred August 6th.

September 25th is noted as the Staff Retreat, but due to the venue being under renovation, this date may change as well (Esperanza will be working on finding a new venue).

December 11, 2020 holiday luncheon date may change as well due to Esperanza locating a new venue for staff.

Dr. Marsh suggested that Board members should review that draft of the calendar and modify dates as needed and during the next board meeting there can be a final approval.

2) Recommended the Board approve the proposed 2020-2021 Board Meeting Schedule

August 6, 2020 at 8:00 am **(this may change)**

October 29, 2020 at 3:30 pm

December 17, 2020 at 3:30 pm

February 25, 2021 at 3:30 pm

April 29, 2021 at 3:30 pm

June 10, 2021 at 3:30 pm

Again, Dr. Marsh suggested that these given dates also be drafted to allow adequate time for board members to vote on.

3) Recommended the Board approval for a 36-month contract with Unified Talent for \$9,750.

This service was shared with Esperanza Academy in prior years but ECCS decided for the upcoming school year 2020-2021 to use their own account to recruit staff and teachers. Unified Talent is owned by Power School.

4) Recommended the Board approval of E-rate Contracts as followed:

1. Tele-system - for 500mb Internet for a three-year period at an annual rate of \$12,708, discounted by E-Rate to \$1,270.80 (90% Discount).
2. MTG Network Electronics totaling \$9,410.88, discounted by E-Rate to \$1,411.63 (85% Discount).
3. MTG-Wireless Access Points and installations totaling \$7,015.44, discounted by E-Rate to \$1,052.32 (85% Discount).
4. MTG-Cable and Installation totaling \$22,604.678, discounted by E-Rate to \$3,390.70(85% Discount).
5. MTG-Wire and Cable Maintenance Agreement not to exceed \$4,2500.00, discounted by E-Rate \$637.50 (85% Discount).
6. MTG-Network Maintenance Agreement not to exceed \$7,250.00, discounted by E-Rate to \$1,087.50 (85% discount).

- 5) Recommended the Board approve the contract for the website design with New Concepts Online Inc. for \$6,175.00 as ECCS's current website needs redesigning to make it more engaging and user friendly.

Rev. Magaly Martinez called a motion to approve contracts listed as number 3, 4, and 5 presented by Ms. Jasmina Campos-Rivera. Ms. Carmen Rocha motioned, and Ms. Carmen Torres seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

Personnel Report

Dr. John Marsh presented the personnel report as followed:

New Hires

1. Loughran, John: Social Studies teacher, Start Date: 03/09/2020
2. Karkoy-Loune, Maria: Special Education/Elementary Education teacher, Start Date: 02/18/2020
3. Steinmetz, Daniel: Special Education/Social Studies Teacher: Start Date: 02/18/2020

Staff Departures

1. Klucinec, Tricia, Special Education Teacher: Hire Date: 03/18/2019 Departure Date: 1/31/2020

Vacancies

- 1 PE Teacher
- 2 Math Teachers
- 3 Bilingual Paraprofessionals

Rev. Magaly Martinez called a motion to approve the personnel report. Ms. Carmen Rocha Motioned and Mr. Jorge Calixto seconded. The vote was as follows:

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

Nays: 0

Abstentions: 0

CEO Report

House Bill 1897

The House Bill 1897 the School District Cyber Education Law introduced by Rep. Curt Sonney to close all the cyber schools within three years by forcing school districts to implement their own online programs. There was a hearing in which Rep. Curt Cooney did not have the support from his colleagues as he imagined. This was good news but there is still much work that needs to be done in Harrisburg.

Family and Community Engagement

Ms. Maryelis Santiago is ECCS newly created Director of Family and Community Engagement. Ms. Santiago has many activities that she is reaching out into the community to try and get movement and recognition for ECCS.

New Initiatives for 2020-2021

One of the new initiatives for the upcoming schools year 2020-2021 is a blended learning program which is a combination of synchronous and asynchronous learning (10 to 20% of their lessons to a blended format). As part of the 2020-2021 budget, this will pay teachers over the summer to move ECCS classes to asynchronous, so classes are online and ready for students to take if the students were not live on that date of class.

Rev. Danny Cortes stated that this percentage is of an existing course that will be available only in this format, which means every student will have to have some synchronous and asynchronous learning. This would be driven with the content of the course by the professor in which the professor will track adherence into participation.

Credit Recovery Development

Credit Recovery courses are for kids that have failed the course before and take this course which counts as half of the class they failed. A normal course is 120 hours and a credit recovery course are 65 hours. The idea is that the failing student can take this course in half the amount of time.

Certified Teacher Challenge

ECCS is looking for a different approach to attract teachers. ECCS would like to offer incentives to teachers who commit to two – three years by offering them paid certifications.

Puerto Rico Project

If ECCS cannot find certified teachers in Pennsylvania, ECCS will investigate the process of recruiting in Puerto Rico. Possible candidates will be certified to teach in Puerto Rico but not Pennsylvania. Teachers will be recruited to work as paraprofessionals while living in Puerto Rico in addition ECCS will assist candidates with obtaining their certification in PA.

Enrollment Report

Ms. Jasmina Campos-Rivera presented the Enrollment Report as followed:

Enrollment as of February 13, 2020, ECCS had a total of 563 enrolled.

Enrollment YTD: 695

Withdrawals YTD: 132

Retention: 81%

Total ESL: 19% (107/563)

Total SPED: 21% (117/563)

Total above budget: Increase of 58, 11% (budget 505, actual 563)

ECCS Reason for withdrawal are as followed:

Truant dropout: 15

Transfer to Nueva Esperanza Academy: 15

Transfer to Cyber School: 5

Transfer to Charter School: 22 (separate for those that transferred to NEA)

Transfer to Public School: 51

Transfer to Alternative: 12

Moved out of state: 12

As of February 27, 2020, there are a total of 587 enrolled.

Next Meeting - April 23, 2020 at 3:30 pm

Meeting Adjournment

Esperanza Cyber Charter School

Board of Trustees Meeting

Zoom Meeting

Thursday, April 23, 2020

3:30 PM

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, Dr. Carolyn Faulkner-Beitzel, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmine Campos-Rivera, Mr. Joe Papeika, Ms. Jinette Cabrera, Mr. John Madden, Mr. Artemio Rodriguez, Mr. Daniel Schroeder, Ms. Maryelis Santiago, Mr. Drew Laskowski, Mr. Zachery Devlin

Approval of Minutes

Ms. Carmen Rocha called a motion to approve the February 27,2020 Board Meeting minutes. Rev. Magaly Martinez moved and Ms. Amanda Roman seconded. The vote was 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

Curriculum and Compliance

Presented by: Dr. Carolyn Beitzel & Mr. Greg Artman

ECCS provides the state CSI team monthly, bi- monthly, and quarterly updates on the existing plan. ECCS is on target to meet all goals by the end of June 30, 2020.

- Goal 1: 90% of teachers will use the curriculum map aligned unit plans to deliver curriculum with fidelity as measured by lesson plan and classroom observations.

- 85% of teachers are using content guides to deliver curriculum with fidelity.
- Goal 2: Minimally 75% of students will demonstrate growth on the benchmark common assessment in math, language arts, and science measured by benchmarks, classroom assessments, and progress monitoring assessments.
 - CDT 1 to 2 growth = 42.77%
 - CDT 1 to 3 growth = 42.99%

ECCS Leadership is discussing if there will be a third test, this is yet undetermined.

- Goal 3: Instructional leaders will use the revised teacher evaluation protocol to provide quarterly feedback to at least 75% of teachers.
 - By the end of the school year, 100% of evaluations will be completed.

Ms. Judith Torres-Lynch asked if goal 2 will be met by the end of the school year. Dr. Carolyn Beitzel responded, 75% of the students will not demonstrate growth school wide but at this moment data is being reviewed for individual student level to see what kind of growth goal each student made in math and reading. Therefore, the statistics will be higher compared to what it currently shows as a school wide goal based on mean growth for the students that took the test in the specific cohort.

Rev. Danny Cortes asked if ECCS held CDT last school year and Dr. Carolyn Beitzel confirmed that this is the first year CDT was conducted.

Continuity of Education Plan

ECCS must do a continuity of education plan to meet state regulation in which Dr. Marsh will further speak on this topic in the CEO report.

Instructional Coaching Update

Presented by Mr. Gregory Artman.

As ECCS approaches the end of the school year, leadership is working diligently to support all teachers especially during Covid-19. While leadership support both teachers and students, they are also planning for the upcoming school year. The second coaching cycle ends the first week of May. The final cycle, taking place in May, will focus on having teachers reflect on their practice and where they progressed during this school year. The final cycle focuses on any changes they would like to implement next year, and lastly, evaluate the entire coaching model by all stakeholders as leadership moves forward to ensure that ECCS continues to improve teacher support systems.

Instruction 7:59

Presented by Mr. John Madden & Mr. Joseph Papeika

Report Cards

Third quarter report cards were sent out electronically to families on April 16, 2020. ECCS implemented a plug-in software for the existing student's information system which allowed the staff to compile and send via email and individual password protective report card to every parent and or guardian of all 600 students K-12.

Although this system was implemented in order to maintain social distancing, unlike postal mail, this software gives ECCS staff data on who successfully received report cards, which may be undeliverable, and who successfully opened the email. This software has enabled ECCS to and increase dialogue with families.

June Graduation Update

There are over 40 students who are looking forward to graduation. ECCS is continuing to monitor advice from the Governors office regarding public gathering. ECCS at this point is exploring potential opportunities such as a drive-up event style graduation ceremony where ECCS conscientious may be able to come on campus but stay in their car and receive their honors and distinctions that ECCS normally awards upon graduates.

Rev. Danny Cortes asked when did the marking period closed for grades. Mr. Joseph Papeika responded the marking period closed on Friday, April 10, 2020.

ELD Professional Development

ELD teachers have volunteered to participate in an online course in order to receive training on a model that leadership have been looking into called SIOP (Sheltered Instruction Observation Protocol). This model helps structure lesson plans and lesson delivery. Leadership is looking to move from having an ELD department and have English learners go into pullout classroom with teachers. Teachers will gain the knowledge and skills from an ELD teacher perspective for the whole school. Moving forward, first time teachers coming into Esperanza will be trained to become fluent with SIOP.

K5 Career Day

In the elementary department, a few months ago, ECCS began to invite guest speakers outside of the organization to come speak to students about their career. To date ECCS has invited a Parole Officer, Engineer, Chief of The Fire Department, a Sports news produce. All the students were thrilled to meet adults other than their teachers. Currently third- fifth grade students are receiving this benefit but ECCS is expanding to the secondary level as well for the remainder of the school year.

K5 Virtual Club

ECCS currently completed four virtual clubs in elementary hosted by Lead Teacher, Alexa Koletas. Ms. Koletas continues to keep students engaged during after school hours. ECCS decided to create this virtual club in response to Covid -19 which involves games and activities that students do amongst each other to help build engagement and relationships in a meaningful manner. There are about 10-15 students joining on a weekly basis. This is a general themed club that is educational, students have attended a YouTube premier from a science teacher and interacted with famous Youtubers.

Monthly Financial Report

Mr. Artemio Rodriguez presented the Statement of financial Position as of January 31,2020.

Total assets and total liabilities and net assets are at \$3,724,244 which is an increase of \$2,130,297 from the prior year. Significant increase is cash increase of 1.1 million and the pension plan deferred outflows also increased by \$687, 943.

Accounts receivables for the current year \$704,536, about \$600,000 is from the School District revenue for January 2019 and some accounts receivables from the Department of education related to the various title funding and subsidies.

Accounts payable is at \$140,249, the majority of this is intercompany related of around \$127,530. ECCS owes NEI \$103,791 for management for December and January. The current ratio is at 5.4 which is an increase from the prior fiscal year. The total pension plan deferred inflow of resources and net pension liabilities all has to do with GASB 68 and GASB 75 accounting entries which is mandated by the state.

Rev. Danny Cortes requested information regarding totals of revenue over expense. The Total of revenue over expense is 3.9 million against 3.7 million with \$232,087 deposit of cash.

Ms. Judith Torres- Lynch asked if based on the new funding from the government given to the states for the schools, would cyber schools be expected to receive funds. Dr. Jon Marsh responded that ECCS has been notified that the cyber school will receive roughly about a quarter of a million dollars which is not a loan, it is a grant based on title 1 funding from the previous year.

Ms. Carmen Rocha called a motion to approve the monthly financial statement as of January 31,2020. Ms. Judith Torres- Lynch motioned, and Dr. David Hurtado seconded. The vote was 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

FY 2020-21 Draft Budget (J. Marsh)

The budget presented it a current draft of the 2020-21 school year which does not take any action. In June, ECCS will have a final budget for Board approval.

The budget is built on 600 ADM compared to 505 for FY2020. ECCS is calculating the projected rate of negative 2%, therefore ECCS is expecting a 2% decrease.

Actuals will be released in June. This for Philadelphia only, students who reside outside of Philadelphia come with their respective school district per pupil allotment.

Total Per Pupil Revenue: \$8,185,780

Grants/Title Funding/Subsidies (Estimates)

IDEA (Special Education) - \$ 11,3761

School Improvement Grant - \$ 10,4067

Ready to Learn Block Grant-\$10,386

Title 1 - \$ 286,737

Title II - \$ 21,679

Title III -\$ 11,345

Title IV -\$ 21,825

CARES - \$236,119

Expense:

The following are position that ECCS is looking to fil for the upcoming school year.

- Director of Information Technology
- Federal Programs Coordinator
- Teaching Assistants from PR (4)
- Reading/Transition
- Psychologist
- ELD Teacher (2)
- HS Science
- HS ELA Teacher
- PE Teacher
- HS Math Teacher
- Enrollment Specialist
- .5 FTE Communications/Public Relations
- Instructional Systems Designer

There is also a place holder on salary increases that will allow ECCS to maintain the competitiveness. With this staffing in the end of the school year 2020-20201 ECCS will likely have 700 ADM.

New Business- Consent Agenda

Presented by Dr. Jon Marsh

The following are general contracts of software that are needed for Board approval.

1. Study Island License- Recommend the Board approve the agreement with Edmentum for the Study Island one-year license in the amount of \$3,243.75.
2. Nearpod Inc. Recommend the Board approve the agreement with Nearpod for a one-year district license in the amount of \$5800.00.
3. SwiftReach PDF Builder Recommend the Board approve the agreement with SwiftReach, LLC for the Swift K12 PDF builder for one-year in the amount of \$400.00.
4. Student 571-19: Recommend the Board approve a settlement agreement for Student #571-19. The settlement includes attorney fees at a cost of \$4,750 and \$1,800 for compensatory education.

Ms. Carmen Rocha called a motion to approve the New Business- Consent Agenda. Ms. Judith Torres- Lynch motioned, and Dr. David Hurtado seconded. The vote was 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

Contract Approvals.

Presented by Ms. Jasmina Rivera- Campos

- 1) Recommend the Board approve the 2020-2021 ECCS proposed calendar.

Ms. Carmen Rocha called a motion to approve the 2020-2021 ECCS Calendar. Rev. Magaly Martinez motioned, and Ms. Judith Torres- Lynch seconded. The vote was 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

- 2) Recommend the Board approve the following dates for the Esperanza Cyber Charter School Board Meetings for the 2020-2021 school year.

August 4,2020- 8:00 am (Board Retreat)

October 29, 2020 at 3:30 pm

December 17,2020 at 3:30 pm

February 25,2021 at 3:30 pm

April 29,2021 at 3:30 pm

June 10, 2021, at 3:30 pm

All Board members agreed to move the Board Retreat from the 4th to the 6th of August 2020.

Ms. Carmen Rocha called a motion to approve the 2020-2021 ECCS School Board Meetings. Rev. Magaly Martinez motioned, and Ms. Judith Torres- Lynch seconded. The vote was 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

- 3) Student # 571-19:

Recommend the Board approve the resolution regarding Student #571-19.

The agreement includes attorney fees at a cost of \$4,750 and \$1,800 for compensatory education.

Ms. Carmen Rocha called a motion to approve the Resolution regarding student # 571-19. Ms. Amanda Roman motioned, and Dr. David Hurtado seconded. The vote was 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

4) Continuity of Education Plan

Recommend the Board approve the ECCS Continuity of Education Plan. submitted to PDE as required on April 15, 2020.

This is a document posted for 30 days, ECCS is continuing operation of school and not making any changes due to Covid-19. The only changes are closing of the learning centered.

Ms. Carmen Rocha called a motion to approve the ECCS Continuity of Education Plan. Ms. Amanda Roman motioned, and Mr. David Calixto seconded. The vote was 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

Personnel Report

Dr. John Marsh presented the personnel report as followed:

Approval of Personnel Actions

Recommend the Board approve the routine hires/departures/leaves/vacancies and transitions of the ECCS staff as follows:

Staff Transitions:

1. Brown, Albert: Current Position Full Time Director of Student Development, New Position: Part Time Director of Community and Family Engagement. Start Date: 01/31/2020

Mr. Albert Brown is working with ECCS 30% of the time and Esperanza College has Mr. Brown 70% of the time. The college needed Mr. brown's assistance with recruiting students. No change in salary was made.

Ms. Carmen Rocha Motioned called a motion to approve the routine hires/departures/leaves/vacancies and transitions of the ECCS staff. Mr. Jorge Calixto Motioned and Ms. Carmen Infante seconded. The vote was 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

CEO Report

Governor's Budget

In February Governor Wolf proposed cutting charter schools funding of \$280 million cut on an annual basis which impacts special education and cyber schools (the cybers portion is \$130 million). ECCS proposed to meet them halfway but at this moment there has been no conversations in Harrisburg other than Covid conversations. The likelihood of the governor's budget being a 5-month budget to get the governor passed the election. At this point this will make the cyber schools off the target. Currently nothing is moving forward.

Cares Act

The Cares Act is the money received from the Elementary and Secondary School Emergency Relief Fund. Each LEA's share of this funding is proportional to its share of the most recent Title I, Part A funding from last year. This is not a loan; it is a grant with some string attached but not many.

Family and Community Engagement

Presented by Maryelis Santiago

Unfortunately, there were some great activities that were reschedule due to Covid-19. These activities included the Latina Leadership Summit with Blue Cross, Cyber Day at the Teatro and the Virtual Dissection Science Field Trip to Esperanza College.

ECCS also noticed that many students are encountering many barriers, therefore, ECCS is working on helping reduce stress and encourage family engagement and reduce hunger, also encourage family self-sufficiency, ECCS put together resources that can help in the home. The Family and Community Engagement Department came together and created the resource guides that are continuously being updated. These resources are being shared school wide via email, the school portal, and social media.

Phone calls are being made to parents of students identified possible immigrants to advise them to feel safe to pick up food at the resources given.

In response to those barriers, FACE is organizing three separate contests intended to promote school culture and boost morale that include:

- Staff Talent Show - Students will vote on the best performance
- Student Talent Show - Students/Staff will vote

- Photo Contest - Students will display their classroom home space.

Another update is a website that will be launching. The first draft will be reviewed and make any changes necessary to then move forward with official launching early May.

Covid-19

On Tuesday, March 3, 2020, leadership met to begin plans for COVID-19 should we decide to move 100% online. Planning at that time was primarily how non-teaching staff could work from home on summer 2020 projects that we presented to the board at the last meeting.

March 11, 2020, ECCS were forced to closed due to possible exposure. At this time ECCS moved to 100% online beginning the following day. Over the next two days, administration canceled parent teacher-conferences, field trips, all face-to-face clubs, and closed the learning center until further notice.

ECCS is one of three cyber schools that officially closed but never stopped operating services virtually. On March 18, 2020, I was pleased to inform staff that the School District of Philadelphia informed us that they would be paying the charter schools AND THE CYBERS, and they put it in writing. On March 25, 2020, the bill was officially signed that all cyber schools would be paid for the remainder of the school year based on enrollment on March 18, 2020.

At this moment ECCS is not currently enrolling students.

Enrollment Report

Ms. Jasmina Campos- Rivera presented the Enrollment Report as followed:

Enrollment as of April 1,2020 ECCS had a total of 600 enrolled.

Enrollment YTD: 761

Withdrawals YTD: 161

Retention: 78%

Total ESL: 18% (113/600)

Total SPED: 20% (122/600)

Average Daily Membership 503.2 (budget 505)

ECCS Reason for withdrawal are as followed:

Truant dropout: 18

Transfer to Nueva Esperanza Academy: 19

Transfer to Cyber School: 5

Transfer to Charter School:24 (separate for those that transferred to NEA)
Transfer to Public School: 60
Transfer to Alternative: 12
Moved out of state: 21
Graduated 2

Next Meeting- June 11, 2020 at 3:30 pm

Meeting Adjournment

Esperanza Cyber Charter School
Board of Trustees Special Board Meeting
Thursday, April 23, 2020

Board Members Present: Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman, Rev. Luis Cortes

Board Members Absent: Ms. Carmen Torres

Staff/ Management Present: Rev. Danny Cortes, Dr. Jon Marsh, Ms. Jasmine Campos-Rivera, Ms. Jinette Cabrera, Mr. Andrew J. Laskowski, Mr. Walter Toliver

Rev. Magaly Martinez called meeting to order at 1:10 pm concerning the Payroll Protection Program (PPP) loan for \$822,025.00.

Dr. Marsh Introduced Mr. Andre J. Laskowski, NEI's CFO, to better explain PPP loan (Covid-19). This item is on the agenda for The Board Meeting on April 23,2020, but ECCS received last minute notification that the documents needs to be approved by 3:00 pm on April 23,2020 or the loan will be returned and denied.

This is a Special Board meeting that was scheduled as an emergency therefor there were no public notice of the meeting based on the circumstances.

Mr. Drew Laskowski, Nueva Esperanza's CFO, presented the following information: About two weeks ago, ECCS applied for a loan under the Covid-19 emergency loan, Payroll Protection Program -PPP. ECCS was successful and granted an award for \$822,025.00.

This was calculated in summary by taking all ECCS salaries of \$100,000.00 or less for the last year and all the associate payroll costs such as healthcare, retirement, and unemployment taxes. Which then resulted in an annual number which was then divided by twelve and multiplied by 2.5 which is the award amount.

The calculations are a quick summary of how the numbers were calculated which were approved by the bank, and by the small business administration as well.

This was written to help support businesses during Covid-19. This award is considered a loan in the eyes of the federal government and will be recoded as such on the school financial statements. However, If ECCS expends the funds by June 30, 2020 on payroll and personnel then the loan becomes forgivable (becomes a grant rather than a loan).

Ms. Judith Torres-Lynch requested information as far as how would ECCS expend the loan if ECCS is still getting paid by the state allowing all staff to receive pay. How will this loan ever become a grant for Esperanza?

Mr. Drew Laskowski responded that at this point in time it is a grant right now in the sense that ECCS will use the funds and expend it by June 30, 2020 per the states requirement even though ECCS has been paid through regular district revenue. What happens after the fact; unfortunately, there is no certainty as ECCS has received both funds. The school district may decide to reduce the funds from future payment as the school enters FY-21, this is uncertain.

Mr. Drew Laskowski recommendation to the Board is to expend the Payroll Protection Program (PPP) loan of \$822,025.00 as per instructions. Meanwhile, the accumulated cash received from the school district through June 30, 2020 should not be expended until the school finds receives notice of what the school district will do.

Mr. Walter Toliver clarified that at the end of June ECCS will have to issue a report of how the money was spent in which it will also determine if the loan is forgiven or not. The government is looking specifically that ECCS did not lay off any workers as a result of Covid-19 crisis for finance purposes. Once the reporting is complete, and it is reported that ECCS did not reduce payroll, etc., at this point it will be forgiven.

Ms. Judith Torres-Lynch asked "If at the end of June it is determined that ECCS should not have received the money ECCS would have to pay the loan back which is why the money will sit in the cash account?"

Mr. Drew Laskowski confirmed that is correct. The award received will be booked as followed in the financial statements: Debit Cash Account and Credit Loans Payable Account on the liability side. Based on Mr. Drew Laskowski estimations and calculations ECCS will expend the funds, therefor in the eyes of the federal government the funds will be used for its original purpose for payroll expenses.

Rev. Danny Cortes added ECCS is living by the requirements of the resources that have identified and have permitted to participate and provide the best possible position for the cyber school and also being cautious that if there were a change in the requirements Esperanza would be positioned to repay the funds. At this point it is a very conservative approach because Esperanza will bank the resources that would have paid for the other expenses that now this award received will pay for. Therefore, for some reason if there is a change, ECCS will be able to respond to the judgement.

Mr. Walter Toliver added on to Rev. Danny Cortes, there are two different issues that are at play. The technical requirements with PPP program did not lay out that ECCS had to show the cyber school lost income. The issue that is currently being addressed is if the School District (PDE in this case) determines that the loan was received in addition to receiving regular payments there may be a call back which is separate from the loan. ECCS will then have the resources to pay the funds back, in this scenario the loan may be forgiven but ECCS may still have to pay some of the funds back to the district.

Rev. Luis Cortes confirmed that Esperanza is maintaining all teachers and staff which is why the funds were awarded. Worst case scenario, funds would have to be paid back over a period at 1% over two years. Which also provides Esperanza with cash flow as the schools is unclear whether the school district or not would pay the school. It is a possibility that the school district can short the schools pay as it happened in the past and Esperanza had to borrow two million dollars. This time, Esperanza has a safety net that will allow the school to keep their teachers and not hit their credit limit.

Mr. Drew Laskowski read the following: A borrower is eligible for loan forgiveness equal to the amount borrowed spent on the following items (listed below) during the eight-week period beginning on the date of the origination of the loan. When the calculations were made, the estimation was based solely on payroll cost which is why Esperanza is in a positive position with the loan being forgiven by the end of the fiscal year, June 30, 2020.

- Payroll cost
- Payment of utilities
- Insurance on mortgage obligations
- Rent or lease agreements

Mr. Drew Laskowski requested the board to authorize Dr. Jon Marsh to sign off on all the documents for the loan agreement by Santander Bank (loan agreement and resolution) and submit by 3:00 pm on April 23, 2020.

Rev. Magaly Martinez called a motion to approve the Payroll Protection Program (PPP) loan for \$822,025.00 in addition to approving Dr. Jon Marsh to sign off on the resolution. Ms. Carmen Rocha motioned, and Ms. Judith Torress-Lynch seconded. The vote was as follows:

Yeas: Ms. Carmen Rocha, Rev. Magaly Martinez, Ms. Carmen Infante, Mr. Jorge Calixto, Dr. David Hurtado, Ms. Amanda Roman, Rev. Luis Cortes

Nays: 0

Abstentions: 0

**Esperanza Cyber Charter School
Special Board of Trustees Meeting**

Zoom Meeting

Wednesday, May 13, 2020

3:30 pm

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

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

Staff/ Management Present: Dr. Carolyn Faulkner-Beitzel, Mr. Greg Artman, Dr. Jon Marsh, Ms. Jasmine Campos-Rivera, Mr. Joe Papeika, Mr. John Madden, Mr. Artemio Rodriguez, Mr. Drew Laskowski, Mr. Zachery Devlin

ECCS Budget FY 2020-2021

A special board meeting was called to order on Wednesday, May 13, 2020, by Esperanza Cyber Charter School CEO, Dr. Jon Marsh, to review, discuss and approve the ECCS budget for the new fiscal year. Dr. Jon Marsh provided a budget narrative along with a copy of the ECCS budget 2020-21. The ECCS draft budget presented previously at the last April 23, 2020 Board of Trustees Meeting was slightly different in the formatting for better visibility. The balance sheet also included expenditure accounts with zero funds designated.

Dr. Jon Marsh informed that the proposed budget for 2020-2021 would include the following:

Total Revenue: \$8,991,698 (Sent Earlier \$9,158,755) (FY 2020 \$7,596,985)

Budgeted Enrollment: 600 ADM (FY 2020 505)

Per Pupil Allotment: (Project 2% decrease)

Regular Ed. \$9,953.69 (FY 2020 \$10,156.83)

Special Ed. \$28,400.06 (FY 2020 \$ 28,979.65)

Actuals will be released in June. This for Philadelphia only. Students who reside outside of Philadelphia come with their respective school district per-pupil allotment.

Total Per Pupil Revenue: \$8,185,780 (Sent Earlier \$8,352,836)

Grants/Title Funding/Subsidies (Estimates)

- IDEA (Special Education) - \$ 113,761
- School Improvement Grant - \$ 104,067
- Ready to Learn Block Grant-\$10,386
- Title 1 - \$ 286,737

- Title II - \$ 21,679
- Title III -\$ 11,345
- Title IV -\$ 21,825
- CARES - \$236,119

Expense:

Assumptions: Staffing: Currently budgeting all staff with a placeholder salary increase. A few existing staff members will have expanded roles, thereby budgeting a salary adjustment. Budgeting additional staff that can serve up to 700 students.

Current Positions Open

- Director of Information Technology
- Federal Programs Coordinator
- Teaching Assistants from PR (4)
- Reading/Transition
- Psychologist
- ELD Teacher (2)
- HS Science
- HS ELA Teacher
- PE Teacher
- HS Math Teacher
- Enrollment Specialist
- .5 FTE Communications/Public Relations
- Instructional Systems Designer

Positions not included on the list are those positions currently open that are not new, although presently open positions.

- Administrative Assistant to the CEO – recently resigned
- Director of Student Development (DSD) – Changing that over to a qualified Social Worker position to meet the school's needs.

Positions are expected to be filled when enrollment dictates the need for the position.

The question was raised by Mr. Jorge Calixto whether ECCS had considered outsourcing the psychologist position. John Madden responded by stating ECCS is currently using an outside vendor. Outsourcing has its constraints. The issue is the cost per evaluation, language barriers, and the psychologist's availability and schedules are a constant issue.

- Grant Expenses – All budgeted.
- Medical Benefit Employee Contribution: Preliminarily budgeting no change in employee contributions.
- Rent: Based on the 2019-20 rate and square footage.
- Management Contract with Esperanza: Continues at 8.7%
- Increased expenses for
 - Additional funds for devices budgeted to support enrollment growth.
 - Increase Internet reimbursement for students and staff

Funded New Initiatives:

- • Blended Curriculum Development
- • Credit Recovery Development
- • Puerto Rico Project
- • New Teacher Incentive

Next Steps:

- • Finalize all projected expenses.
- • Update per-pupil allotment revenue once revealed.
- • Compare draft budget to the current year to highlight variations.
- • Present final budget at ECCS June board meeting.

Not included in the budget are items that will be brought and presented to the Board as new initiatives in June. The money will be allocated out of the ECCS funds balance to pay for those particular new initiatives such as:

- Latino Performing Arts Curriculum
- ECCS Communication and Marketing

Ms. Carmen Rocha requested clarification on the Puerto Rico Project. The budget for Puerto Rico is comprised mainly of salaries and benefits for 4-6 paraprofessionals working remotely. The teacher pay in Puerto Rico is comparable to the pay we pay in PA for paraprofessionals. The wages for the paraprofessional will range from \$27,000 to \$29,000.

Dr. Marsh also addressed the question asked at the last board meeting regarding where does ECCS' money live. ECCS moved their funds into a money market account back in the fall. The purpose of doing that was to earn interest out of funds that were previously sitting in a cash account and bearing no interest. The second time money was moved was about three weeks ago to a bank also used by NEI. In that, 2.3 million dollars included are the \$800,000 PPP Loan Money that does have to be repaid that was approved at the last Board meeting.

Rev. Magaly Martinez commented on noticing on the budget, legal fees were larger than in other years. The budget for legal fees is higher as a safeguard in preparation should the school be questioned on ECCS continuity of education. ECCS never closed during COVID. In the event ECCS is faced with more cases, more funds this year have been allocated for that line item.

Madam Board Member Carmen Rocha called a motion to approve the 2020-21 ECCS Budget and seconded by Rev. Magaly Martinez to approve the budgeted as presented.

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

Nays: 0

Abstentions: 0

Next meeting June 11, 2020, at 3:30 pm

Meeting Adjournment

Esperanza Cyber Charter School

Board of Trustees Meeting

Zoom Meeting

Thursday, June 11th, 2020

3:30 PM

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, Dr. Carolyn Faulkner-Beitzel, 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

Approval of Minutes

Rev. Magaly Martinez called a motion to approve April 23, 2020 Board Meeting Minutes and the May 13, 2020, Special Board Meeting Budget Approval. There were no comments. Ms. Judy Torres-Lynch moved, and Ms. Carmen Rocha seconded. The vote was as follows:

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

Curriculum and Compliance

Presented by: Dr. Carolyn Beitzel & Mr. Greg Artman

Dr. Beitzel began by bringing attention to the End of Year Goals for 2019-20 Improvement Planning.

Goal 1: Was met with 100 percent of teachers are using the existing content guides.

Goal 2: Was based on the CDTs benchmarking. A fourth testing benchmark was added. ECCS did not meet the at least 75% of students will demonstrate growth on their benchmarks. ECCS students had an overall 43% growth schoolwide in both Math and

English Language Arts. 43 percent is considered meeting a minimal to moderate growth. The CSI team did express that a 40% growth was still a good gain throughout the school year.

Goal 3: The revision of the teacher evaluation protocol was met at with 100 percent of teachers receiving their observations and ongoing feedback throughout the school year.

Dr. Beitzel was informed effective as of July 1, the team from PDE would be changing. PDE is revamping their systems and protocols as well as reassembling categories of schools.

The CSI team has been very excited and proud of ECCS's work in the last two years. ECCS has been used as an exemplary school by the CSI team for putting together a model CSI plan.

CDT Data: Dr. Beitzel discussed the CDT data table included in her report. A fourth column was added to include the fourth end of year CDT testing data. The table shows ECCS students are growing and improving their academic proficiency. The gaps are so large that it is difficult, especially this year, to narrow those existing gaps. CDT and state experts recommend that you try to close gaps by 1 ½ years growth every year. That is the goal set for ECCS students and every attempt is made to reach those goals. Changes are being implemented that include additional academic programs, behavioral supports and social supports to narrow the achievement gap

Ms. Judy Torres-Lynch requested clarification on line 1 on the table depicted. Did line 1 demonstrate most of the ECCS students continued to perform below grade level and did not meet the end of year. Dr. Beitzel confirmed that most ECCS students were on the red range, which can be below grade level or just at grade level. Ms. Judy Lynch-Torres followed with the question of how the teaching was being adopted to meet the needs of students performing below grade level. Dr. Beitzel stated this year; several new programs were being piloted in mathematics where teachers take a group of students and target their instruction twice a week. Data did show by having that intervention in place; students did improve the Algebra 1 scores.

Ms. Amanda Roman suggested that at the next Board retreat, one of the discussions could be about creating a goal around the next PVASS and what can be done to move to the light blue in the content area that was green. Additionally, and how could students move to dark blue for the light blue areas.

CSI Plan

Four goals were put together for the 2020-2021 year. In the CSI plan, there is a three-year goal set. The Math and ELA goals are where ECCS would like to have students meet proficiency percentages. 29.3 percent for Math and 44.5 percent for ELA. The state sets those target goals in both the CSI existing criteria and in the Future Ready index. If ECCS students meet those targets, students will also improve in the growth standards as well.

The first year ECCS has a quarter benchmark set for the Improvement Plan.

In that particular goal, the target fourth-quarter goal will be measured by CDT data information for Math and Language Arts. The target year one goal is to achieve a 19.7 percent proficiency and growth in Math and 36.3 percent growth in Language Arts by the end of next school year. If those targets are met, it will then place ECCS on the correct path to continue to meet the yearly targets set after that. This year ECCS has also discussed changing the Math curriculum to be a more evidence-based program that would allow more structure across all grade levels and teachers.

The other two priority goals are set around ECCS' English Learners. We currently have a 6 ½ percent attainment score of EL growth from the 18-19 school year. This year ECCS has been working with a new curriculum. Next year, the sheltered instructional model will be implemented across the board for everyone. The model should help teachers focus on language acquisition objectives.

The fourth goal is to continue improving the MTSS (Multi-Tiered Systems of Support) program by adding more behavioral supports in place for the students.

Ms. Amanda Roman requested to look at the data that shows how ECCS is progressing Special Education students. ECCS tracks the information internally through multiple testing throughout the year and through progress monitoring.

Credit Recovery

Twelve teachers committed over the summer to create a credit recovery course using the full-year course content. The concept is to take the content and condense it to 65 hours of content delivery while maintaining the rigor of the original subject matter. Students eligible to enroll will be students who were not able to pass the course previously. Students will be able to earn one credit in a semester-long course as opposed to a full year.

Recovery courses should be ready by August.

Instructional Coaching Update

Presented by Mr. Gregory Artman.

ECCS formalized their first coaching program. Surveys were sent to teachers, administrators and coaches. All the data is compiled on the attached table.

Observations:

- Across the board, coaching was well received
- Staff would like to see it continue
- The coaching added value to the teachers which was the goal in itself

Action Steps:

- Focus for next year will be defining the coaching role
- Breaking out different roles to different teachers
- Create coaching specific smart goals
- Develop the coaching training program

Instruction Report

Presented by Mr. Zachary Devlin, Mr. John Madden & Mr. Joseph Papeika

Elementary K-5 (Z. Devlin)

Elementary Blended Pilot

During the last couple of months, the focus was on personalizing learning for our students who are not just one grade level behind but several. The Elementary piloted a form of blended learning, also known as rotation learning. Students are broken up into groups based on their levels and attend different learning stations similar to what is done in brick and mortar classrooms. The idea is to provide more intensive instruction for students identified as needing personalized support. The model was replicated to function in a virtual environment.

ECCS also continued to offer clubs twice a week to promote student social-emotional well-being. Some of those activities included:

- Career Day hosted by a professional drummer.
- Interactive clubs promoting student engagement

2019-20 End of Year (J. Papeika)

End of year Highlights:

- Graduation planning continued throughout the COVID quarantine. With health and safety concerns in mind, the decision was made to hold an entirely virtual Zoom graduation ceremony.
- The College and Career report indicated more than 50 percent of ECCS graduates are pursuing an education. Three of the graduating students will attend a four-year university. The student who won the Quest Scholarship will be attending PITT, and two other students will attend schools in Virginia. This is the first time ECCS has helped students attend four year colleges outside of their area.
- ECCS will promote all of the 5th-grade class to 6th grade
- To help transition students to 6th grade, ECCS will demonstrate how to use new programs and applications.
- Teachers created SMART goals at the beginning of the year. During teacher observations, SMART goals reviewed. 4 out of 5 teachers were rated proficient.

Outside of the Quest Scholarship, Judy Torres-Lynch inquired on what type of resources were being given to students who are moving on to attend 4 year colleges or universities. Attending college can be costly outside of tuition. What could be done to help ECCS students with additional costs? Money is required for books and dorm needs. Going forward, ECCS should tap into resources available to help students start off successfully in their college of choice. The Board could be supportive in these areas. The new Guidance department will explore all possibilities for the coming year.

Special Education & ELD Programs (J. Madden)

SPED and ELD Performance:

Key pieces on the report shared with the Board were how the ECCS subgroups, Special Education, and English Language Learners are performing. Both groups took the CDTs and easyCBM testing. The ELD students and SPED students scored commensurate with their General Education peers. There was no considerable disparity. The goal is as a school to raise scores higher for the coming year.

Attendance:

Attendance rates stayed steady through the Spring, even with all the issues COVID-19 brought on. In part, the steadiness of attendance rates are due to the MTSS Student Support team and the Attendance/Tuancy Specialist. The MTSS team deserves to be praised for reaching out to many students and families, keeping engagement, helping students complete assignments, and keeping attendance up. The MTSS program will continue to expand in the coming year.

Dr. Marsh stated this year was the first time a dedicated individual was put in place to monitor attendance and truancy.

We currently are tracking attendance at a more efficient level than previously. It would be interesting to pull data and compare and tell the story of what happened during COVID-19. In other school districts, only a third of students logged in. ECCS ended the year with 603 students.

Ms. Judy Torres-Lynch asked Dr. Marsh if cyber schools never stopped teaching during COVID-19 breakout, could that mean students attending cyber schools may be a half year ahead of brick and mortar schools. Dr. Marsh response was it was a great question to be asked. We would have to hear from brick or mortar schools in reference to performance and attendance to make that determination. Ms. Carmen Rocha shared her experience was 60 percent of students stayed connected online at the institution she currently teaches. It was unclear what happened to the other 40 percent of students. One barrier was the contact numbers on file had not been updated, making it difficult to reach students. Some kids did not have laptops, others who did, could not connect online. Many students struggled to adjust to online teaching.

Monthly Financial Report

Presented by Andrew Laskowski/Jon Marsh

As of March 31, 2020, the statement of financial position had a total net assets and total net liability at 4,066,274. This is an increase of 2.1 million over the prior fiscal year. Accounts receivable is up 1.2 million. Total current asset over total current liabilities has a current ratio of 5.35 a slight increase from the prior fiscal year 4.22 ratio.

Rev. Magaly Martinez **called a motion** to approve the monthly financial statement as of March 31, 2020. Ms. Judith Torres- Lynch, seconded. The vote was as follows:

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

Fund Balance Policy

One million dollars was set aside for the expansion of the school. The actual project started two weeks ago. This currently includes the architectural drafts, along with securing permits with the city for the project.

Dr. Marsh highlighted as of March 31, 2020 the notification for ECCS' funding was received. The budget was built based on 505 students. The budget and rate planned for the 19-20 school year was \$10,156. Earlier in the week, ECCS was notified the rate went down. Had ECCS used the regular budget, that would have been a \$20,000 loss. The actual enrollment ADM for the entire school year was 412.9 enrolled regular students as opposed to 402 budgeted and 113 Special Education students as opposed to 103. When carried across with the new rates, where we should be down \$20,000, we are actually up \$300,000. The average daily attendance of 526 vs. the projected 505 was a difference of \$386,000, so ECCS will close out the year on a positive note.

The last time the 2020-2021 budget was presented the projection made was the Philadelphia rate would drop by 2 percent. The rate actually increased, every general education student generates \$880 more than originally budgeted. For each special education student, the rate went up over \$2,000 per child. It went from \$28,400 to \$30,400. This is a difference of \$600,068, which means next year's budget will be in good shape. Schools are also being told to prepare for the 2021-2022 school year, where the rates are expected to go down. In this year will be finished off with a plus of \$300,000 just in tuition. For the budget for the 2020-2021 school year has a plus of \$600,000. There is room in the budget to do creative things.

Ms. Judy Torres-Lynch asked how confident was Dr. Marsh that the 2020-2021 rate would stay in place. Dr. Marsh stated because the Governor announced on May 20, they approved a 5-month budget and confirmed that all the school district state money would stay the same. Philadelphia will receive their state rate but cautious about what the following 2021-2022 year rate will be.

Mr. David Hurtado called a motion to approve the Fund Balance Policy. Mr. Jorge Calixto, seconded. The vote was as follows:

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

Reserve Funds

In 2008 the Governor threatened to sweep fund balances from the school districts and the charter schools. Any schools or charter that had money in undesignated funds were exposed to

losing those funds. In response to this, Dr. Marsh suggested at least four reserve funding categories to show all funds have been allocated.

Table attached.

Fund	Purpose	New Funds	Total Funds
Building Fund		\$0	\$1,000,000
Capital Equipment /Software/Furniture	To cover cost of equipping the new ECCS space expansion.	\$400,000	\$400,000
New Initiatives	To cover cost for new high-risk services with future potential.	\$250,000	\$250,000
Program Stabilization	Reserve funds to cover cost for unexpected changes in program operations.	\$250,000	\$250,000
PSERS Stabilization		\$100,000	\$100,000
Total		\$1,000,000	\$2,000,000
		\$1,000,000	\$2,000,000

These type of reserves are similar to what the school districts use and what charters starting using in 2010. It designates the funds to a category that is locked in. The ECCS Board has the right to move them out of those funds, but it takes Board action to do it. The action the Board will be taking today is to place funds in these designated categories. The Board would be approving the establishment of the fund categories and amounts.

Mrs. Judy Torres-Lynch requested clarification on whether the Board would going forward also need to approve disbursement. The Board recommended the language be clear so that ECCS does not have to come back to the Board; every time an invoice needs to be made.

Ms. Judy Torres-Lynch requested Drew Laskowski and Dr. Marsh to work on making sure the language around fund dispersants is put together correctly. The Board members were comfortable with saying the following statement:

The Board designates the funds and amounts. The ECCS CEO will determine the disbursements pending review. Drew suggested the Board should be aware of the disbursements given the dollar amounts. Ms. Judy Torres-Lynch stated expenditure reporting could be done at Board meetings.

Ms. Carmen Rocha called a motion to approve the Reserve Funds designation. Ms. Judy Torres, seconded. The vote was as follows:

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

Operations

Presented J. Campos-Rivera, and J. Marsh

1. Credit Recovery Summer Development Cost

Recommended the Board approve a credit recovery course development rate not to exceed \$4,000 per 1 (one) credit course.

2. CSI Plan

Recommended the Board approve the revised CSI plan as presented.

3. Student # 538-19

Recommended the Board approve the Settlement Agreement and Release and Third-Party Special Needs Education Trust Agreement Resolution regarding Student #538-19. The agreement includes attorney fees at a cost of \$ \$11,500.00 and \$ \$30,000.00 for compensatory education.

Mrs. Judy Torres-Lynch motioned to approve all three action items under operations. Mrs. 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

Personnel Report

Presented by Jon Marsh

Unused PTO Carryover Policy (Amendment)

Recommend the Board approve the below amendment to the Esperanza Unused PTO Carryover policy due to COVID-19.

Approved up to an additional five (5) days of PTO for 12 month staff in conjunction with the five days carryover of accrued unused time. This is a one time benefit and the additional up to five (5) days must be used by June 30, 2021. Failure to use this time is forfeited and is not subject to a pay-out at the end of 2021.

Mrs. Judy Torres-Lynch motioned to approve the PTO policy. Mrs. 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

CEO Report (Presented by Dr. Jon Marsh)

Due to time constraints, Dr. Jon Marsh summarized the CEO Report.

Additional funding has been made available due to COVID -19. ECCS will receive \$90,000 part of the COVID-19 Disaster Emergency School Health and Safety grant for cleaning supplies expenditures.

Family and Community Engagement hosted several events to promote school culture and build student morale. The School website went live as of today. FACE will be asking the Board members for bios to place on the website.

Student Chromebook parking lot drop-offs are scheduled for next week. Students will receive a \$20 gift card for dropping off their laptops during the week of June 15Th. The cost would cut the amount to half of what it would cost to ship the Chromebooks out individually.

Planning is underway for a potential influx of student enrollment due to COVID-19. Many families are concerned about sending their children back to a traditional school setting. Cybers are expecting a spike in enrollment this coming new year based on the concerns families have regarding the health and safety of their children.

ACT 55 training is still available. An asynchronous option is also available. Thanks was given to all board members who have completed their training.

The retreat date is set for August 6, 2020. ECCS would like to know if the Board would like to have a face to face meeting or a virtual meeting. ECCS would like to have a face to face meeting, although with concerned with health and safety issues it may not be the wisest decision.

The board decided on a virtual meeting. The Board also requested ECCS determine if the retreat would need to be split into two half-days as opposed to a full long day.

Next Meeting- August 6, 2020 at 3:30 pm

Meeting Adjournment