

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

Thursday, June 9, 2022

3:30 PM

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

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

Staff Present: Mr. Greg Artman, Ms. Jasmin Campos-Rivera, Rev. Danny Cortes, Dr. Jon Marsh, Mrs. Rinku Modi, Mr. Artemio Rodriguez, Ms. Amber Mendoza. Mr. Joseph Papieka, Mr. Dan Schroeder, Mr. Anthony Roman, Mr. Zachary Devlin, Mrs. Heather High-Kennedy, Mrs. Denise Taufalele

Call to Order

Notification of Recording

Approval of Minutes

Madam Chair Magaly Martinez recommended that the Board approve the April 28, 2022, Board Meeting minutes as presented.

Final Resolution: Motion carried to approve

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

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

Nay: 0

Abstention: 0

Finance

Monthly Financial Statements

Mrs. Modi presents the Financials in the absence of Mr. Rodriguez. It is presented that the Net Assets as of March 31, 2022, are \$12,736,000, which is an increase of 4.5 million dollars from last year's total. The Current Assets are \$9.35 million which is an increase of 1.1 million dollars from last year's total. That brings the current ratio to 8.0, which is a slight decrease from last year's ratio of 10.0; however, it is still very strong. Cash has increased by 2.2 million dollars. This is mainly due to the increased enrollment and school district payouts compared to last year. Accounts receivable increased by \$890,000 compared to last year. This increase is due to various state grants and increased enrollment. The Pension Plan deferred increased by \$1,097,920 due to the audit adjustment entry. Liabilities were presented next. Notes payable have decreased by \$822,000; the decrease is due to the PPP Loan Forgiveness. Net pension liability has increased by 1.65 million dollars due to audit adjustments. The total net asset has increased by 3.1 million dollars compared to last year's numbers. This is due to the increased funding, increased enrollment, and the PPP Loan forgiveness.

Monthly Finance Narrative

Dr. Marsh presented the Monthly Finance Narrative for March 2022 with EOY predictions. Dr. Marsh presented that in the 2 months since the last board meeting, there have been increases in a variety of ECCS' Title funds, due to the increase in enrollment. Title I, Title II, Title III, and Title IV have increased. The total changes since the last meeting equate to \$293,101. Dr. Marsh proceeds to present an End of Year projection. Dr. Marsh, along with Mrs. Rinku developed these projections, based on the current ADM of 1050 students. The projections are not solid numbers, Dr. Marsh states, as some are more fluid than others. The projected revenue is a more solid number, that is dependent on enrollment numbers. It is stated that based on a 1050 ADM, the projected revenue of school income is estimated to be \$15,704,101.44. That would increase over 4 million dollars from this past year. Dr. Marsh proceeds to explain that it is projected, that by the end of this school year, ECCS will be ahead by about \$5 million dollars. Dr. Marsh presents multiple graphs and data sets to demonstrate the current staff and staffing throughout the year and how it trended with enrollment during the 2021-2022 school year. Regarding the \$5,738,382 of the 3-year ESSER funds, Dr. Marsh's projections only include \$371,635 of that money. Over the next few days, Dr. Marsh along with Mrs. Modi will go over and make changes to how the ESSER funds are allocated. Mrs. Torres-Lynch asks Dr. Marsh if all of the ESSER funds have to be spent. Dr. Marsh explains that all monies are required to be spent, in the 3-year time frame that the funds are for. Dr. Marsh explains that most of those funds have been "banked" due to the student rate from the School District of Philadelphia changing for the next school year.

Final Resolution: Motion carried to approve

Rev. Magaly Martinez moved, and Mr. Jorge Calixto seconded.

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

Nay: 0

Abstention: 0

Designate Funds

Next to be addressed under Finance-related business is Designated Funds. ECCS wishes to allocate certain funds and for them to be transferred from the undesignated fund to specifically designated funds. These funds include a "Building Fund", "Capital Equipment", "New Initiatives", and "PSERS Stabilization". The proposed Puerto Rico staff trip is an example of how funds will be used under the "New Initiatives" fund. These funds will require board approval to be spent under their specific fund titles.

Final Resolution: Motion carried to approve

Rev. Magaly Martinez moved, and Mrs. Judy Torres-Lynch seconded.

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

Nay: 0

Abstention: 0

General Banking Resolution

Dr. Marsh proceeded to present the General Banking Resolution. The resolution is to add 2 authorized signatures to sign handwritten checks. The proposal here is to add Ms. Jasmina Campos Rivera and Mr. Anthony Roman as authorized signers.

Final Resolution: Motion carried to approve

Mrs. Judy Torres-Lynch moved, and Dr. David Hurtado seconded.

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

Nay: 0

Abstention: 0

New Business

Contracts

Next to be presented was current Contracts the school has. These are the current contracts:

- Suburban Transit
- The Dell Music Center
- 2022-2023 Delta Group Agreement
- 2022-2023 Class Technologies

The Suburban Transit contract is for multiple coach busses for an upcoming school trip to Dorney Park. The trip was offered as an incentive to students to complete PSSA-related assignments and goals this past school year.

The Dell Music Center contract was for the use of the facility for ECCS's Class of 2022 Graduation Ceremony. The venue and ceremony were a massive success,

The Delta Group Agreement is for procuring a school nurse for the coming school year. Finding a nurse has been a massive challenge this past year. ECCS has been without a nurse most of this school year. They had 2 over a short period of time this past year however due to staff shortages and issues they were not able to stay. ECCS is in the process of finding a new one for the coming school year.

The Class Technologies contract is for the use of Class.com. It was mentioned in a prior meeting that a plan to utilize Class.com and a plan for a pilot use of the program is being developed. The program will be introduced in October 2022. The pilot program will test the efficacy and useability of the program with students.

Final Resolution: Motion carried to approve

Mrs. Amanda Roman moved, and Mr. Jorge Calixto seconded.

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

Nay: 0

Abstention: 0

2022-2023 CSI Planning

Mrs. Taufalele presented a brief overview of the upcoming CSI plan. Mrs. Taufalele also gave an update on the Steering Committee which is made up of parents, students, and board members that revised and finalized the plan.

Final Resolution: Motion carried to approve

Rev. Magaly Martinez moved, and Mrs. Judy Torres-Lynch seconded.

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

Nay: 0

Abstention: 0

Puerto Rico Staff Travel Expense

Dr. Marsh proposes the approval of \$25,000 to be put aside to cover the costs of the upcoming Puerto Rico Staff Trip. This was previously mentioned when addressing the transfer of funds to the "New Initiatives" fund.

Final Resolution: Motion carried to approve

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

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

Nay: 0

Abstention: 0

Personnel

Mrs. Mendoza presents the changes to ECCS Personnel. The most notable change is the departure of Mr. Zachary Devlin, the current Elementary Principal. He will be leaving ECCS after 7 years at the school.

Final Resolution: Motion carried to approve

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

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

Nay: 0

Abstention: 0

Board Member Resignation

Ms.Amanda Roman addresses her submission of resignation. Due to her moving to New Jersey, she made the decision that she is unable to fulfill the commitment of her position on the Board.

Final Resolution: Motion carried to approve

Mrs. Judy Torres-Lynch moved, and Mr. Jorge Calixto seconded.

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

Nay: 0

Abstention: 0

Next Meeting Announcement

Currently, as it stands, the next meeting is scheduled for August 4, 2022. After two proposed dates of August 9th and 10th, it has been decided that the next meeting will be held on August 10th.

Meeting was adjourned

**Esperanza Cyber Charter School
Board of Trustees Retreat
Zoom Meeting/Union League Liberty Hill
800 Ridge Pike, Lafayette Hill, PA 19444
August 10, 2022
9:00 AM**

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

Board Members Absent: Rev. Luis Cortés

Member Present: Ms. Amber Mendoza, Mr. Anthony Roman, Mr. Artemio Rodriguez, Mr. Dan Cote, Mr. Daniel Schroeder, Rev. Danny Cortés, Mrs. Denise Taufalele, Mrs. Heather High-Kennedy, Mr. Ivan Estevez, Dr. Jon Marsh, Mr. Joseph Papeika, Mr. Michael Hopkins, Mrs. Naomi Roman, Ms. Rinku Modi, Ms. Shileemarie Carrion, Mr. Yanci Colon

CALL TO ORDER AND INTRODUCTIONS

Madam Chair Rev. Martinez called the meeting order at 9:00 a.m.

APPROVAL OF MINUTES

Madam Chair Rev. Martinez recommended that the Board approves the June 9th, 2022, Board Meeting minutes as presented.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mrs. Rocha seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: 0

Abstention: 0

BOARD ELECTIONS

Ms. Carmen Infante was elected the new Board Secretary, and the following officers were re-elected:

- Rev. Rosa Magaly Martinez - Chair
- Mrs. Carmen Rocha - Vice-Chairperson
- Mr. Jorge Calixto - Treasurer

Final Resolution: Motion Carries

Rev. Martinez moved, and Mr. Hurtado seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: 0

Abstention: 0

FINANCE

Monthly Financial Statements

Mr. Rodriguez presented Monthly Financial Statements for April 30th, 2022.

Dr. Marsh explained the Monthly Financial Report Variance Narrative for April 30th, 2022.

Dr. Marsh called for a vote to approve the Financial Report.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms.

Torres-Lynch

Nay: **0**

Abstention: **0**

PRESENTATIONS AND REPORTS

New School Year Initiatives

Dr. Marsh presented the goals of the 2022-23 School Year, discussing the following:

- Co-Teaching
- Family Coaches
- Social Worker Initiative (Continued)
- Opportunity Community/Synergy Goals

Dr. Marsh briefly discusses the CSI goals for the coming school year, discussing the following:

- Regular Attendance
- ELA
- Math

2021-22 Sending Schools Information

Mr. Papeika presented the school data for the 2021-22 School Year.

School Improvement Plan

Mrs. Taufalele presented the CSI Plan for the 2022-23 School Year.

2021-22 Board Goals

Dr. Marsh presented the 2021-22 Board Goals, addressing the following:

- Social Worker Initiative
- MTSS (School Improvement)
- Curriculum Development
- Expand Esperanza College Partnership/Dual Credit

Instructional Coaching

Dr. Marsh presented the updates for Instructional Coaching 2021-22 and ELD Professional Development for the following school year:

- 2021-22
- 2022-23

Operations Reports

Dr. Marsh presented the Operations reports. Then, Mr. Roman went over the ESSER Monitoring process and procedure.

In the presentation, Dr. Marsh and Mr. Roman addressed the following areas:

- Attendance Report 2021-22
- Enrollment Report
- ESSER Monitoring (presented by Mr. Anthony Roman)
- Charter Renewal Update
- Safe School

The meeting paused for Lunch at noon.

The meeting resumed after Lunch at 12:49 pm, and presentations and reports commenced.

ELD Report

Mr. Hopkins presented the presentation for ELD Report, addressing the following areas:

- ELD Enrollment Growth
- ELD Pass Rates
- ACCESS
- Migrant Student Program
- Restructured Curriculum
- 2022-23 Plan
- Spanish Literacy Class

Special Education

Mr. Cote presented updates on the Special Education Department, addressing the following areas:

- Cyclical Monitoring
- Student Population
- Graduation
- Foundational Skills Class
- Transition Specialist
- Least Restrictive Environment
- Special Education Liaisons
- Speech and Language Pathologist

NEW BUSINESS

Contracts

ECCS brought fourteen new contracts to the Board for approval. All contracts presented were renewals of last year's agreements.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: 0
Abstention: 0

2022-23 Board Goals

Dr. Marsh called for a vote to approve the 2022-23 Board Goals presented in the first half of the meeting.

Final Resolution: Motion Carries

Mr. Calixto moved, and Mrs. Rocha seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Handbooks

Ms. Mendoza presented the new handbooks for the coming school year and briefly discussed each one with their respective updates and changes.

The Board suggested tabling the changes in the dress code in the Employee Handbook until the new dress code has been implemented and reviewed by NEI.

Rev. Martinez motioned to approve the handbook and table the dress code in the Employee Handbook.

Final Resolution: Motion Carries

Dr. Hurtado moved, and Ms. Torres-Lynch seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Curriculum Development

Mrs. High-Kennedy presented the presentation for Curriculum Development, discussing the following information:

- Curriculum Development
- Blended Learning
- Programs of Study

Mrs. High-Kennedy stated that part of the process would be counselors putting procedures in place for these elective class options offered to students.

Rev. Martinez motioned to approve the curriculum as presented.

Final Resolution: Motion Carries

Mrs. Rocha moved, and Ms. Torres-Lynch seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: **0**

Abstention: **0**

Expand Reception Area

Dr. Marsh recommended the Board approve the renovation of the third (3rd) Floor Reception area to accommodate the enrolling families and a second receptionist not to exceed \$75,000 funded out of the Building Fund Reserves.

Final Resolution: Motion Carries

Rev. Martinez moved, and Ms. Torres-Lynch seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: **0**

Abstention: **0**

PERSONNEL

Personnel Actions

Ms. Mendoza presented the Personnel Actions, discussing the following:

- New Hires
- Staff Transitions
- On Leave
- Staff Departures
- Current Vacancies

Staff Gifting Policy

Ms. Mendoza reviewed the proposal for a Staff Gifting Policy.

The Board agreed to modify the policy to: ECCS will send gifts to staff for births (or adoptions), weddings, and bereavements (of immediate family members: a spouse, child, step-child, parent [including in-law], step-parent, sibling, step-sibling, grandparent, and grandchild). Gifts should not exceed \$100.00.

Ms. Mendoza recommends the Board approve the Personnel Actions and Staff Gift Policy as presented.

Final Resolution: Motion Carries

Ms. Infante moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: **0**

Abstention: **0**

EXECUTIVE SESSION

An Executive Session was held at 2:05 pm before the end of the Board meeting. Possible topics discussed were litigation, personnel, real estate, confidential legal issues, and negotiations. Then, the Board went into a public session and adjourned at 2:20 pm.

NEXT MEETING ANNOUNCEMENT

The next Board meeting will be on October 27th, 2022, at 3:30 p.m.

ADJOURNMENT

Rev. Martinez recommended the Board adjourn.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms. Torres-Lynch

Nay: **0**

Abstention: **0**

Meeting adjourned at 2:20 pm.

Minutes were taken by Ms. Brittany Holloway & revised by Miss. Jingjing Li

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting/Grand Salon
4261 N. 5th St Phila., PA 19140
Thursday, October 27th, 2022
3:30 PM**

Board Members Present: Ms. Carmen Infante, Mrs. Carmen Rocha, Ms. Carmen Torres, Mr. Jorge Calixto, Ms. Judy Torres-Lynch, Rev. Rosa Magaly Martinez

Board Members Absent: Dr. David Hurtado, Rev. Luis Cortés

Staff/ Management Present: Mr. Daniel Schroeder, Mr. Greg Artman, Mrs. Heather High-Kennedy, Mr. Ivan Estevez, Ms. Jasmin Campos-Rivera, Dr. Jon Marsh, Mr. Joseph Papeika, Ms. Lisa Verdecchio, Mrs. Marisel Araud-Silva, Ms. Rinku Modi, Mrs. Sheila Gonzalez

CALL TO ORDER AND INTRODUCTIONS

Madam Chair Rev. Martinez called the meeting order at 3:38 p.m.

APPROVAL OF MINUTES

Rev. Martinez recommended that the minutes be corrected and approved at the next meeting.

Final Resolution: Motion Carries

Rev. Martinez moved, and Ms. Torres-Lynch seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

PRESENTATIONS AND REPORTS

Elementary

Mr. Estevez presented updates and events in the elementary school.

Secondary

Mr. Papeika presented updates and events in the middle and high school.

Student Services

Ms. Verdecchio and Mrs. Araud-Silva presented changes within SET, data on services provided, and the internal procedures for handling referrals.

ELD Report

Mr. Papeika updated the Board on the status of the ELD and migrant programs.

MTSS Integration

Mrs. Taufalele announced updates in the MTSS team and program structure.

Instructional Coaching

Mr. Artman highlighted the school's growth in staff personnel and students and onboarding efforts.

Special Education

Mr. Cote introduced the Board to updates in the Special Education Department.

Curriculum Development

Mrs. High-Kennedy presented the updates on the blended learning initiative and other curriculum development efforts.

Operations Reports

Ms. Campos-Rivera gave updates on enrollment, the family coach program, orientation, and E-Sports.

CEO Report

Mrs. Gonzalez presented updates on procedures and processes that support the co-teaching efforts.

Dr. Marsh highlighted changes in the guidance team, dual enrollment, the success of August staff orientation, and the hurricane response for the Puerto Rico team, and outlined the crosswalk between the social workers and family coaches.

PERSONNEL ACTIONS

Dr. Marsh overviewed the updated Personnel Actions and highlighted the job description of a position the Cyber School would like to add.

Rev. Martinez recommended the Board approve the Personnel Actions as presented.

Final Resolution: Motion Carries

Mr. Calixto moved, and Mrs. Rocha seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

Dr. Marsh reviewed the Transgender Policy required by the City of Philadelphia to be approved for any youth-serving organization.

Rev. Martinez recommended the Board vote to postpone the item to December Board meeting after clarification of necessary policy elements is confirmed.

Final Resolution: Motion Carries

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

FINANCE

Ms. Modi reviewed the financial statement as of June 30, 2022, noting the variances, liabilities, and net assets.

Rev. Martinez recommended the Board approve the June 2022 Financial Report.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Ms. Torres seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

Dr. Marsh reviewed the preliminary Monthly Finance Report Variance Narrative for July 2021 - June 2022, clarifying the ESSER grants.

NEW BUSINESS/CONTRACTS

Dr. Marsh overviewed the contracts, noting they were all renewals.

Rev. Martinez recommended the Board approve all contract renewals as presented.

Final Resolution: Motion Carries

Mr. Calixto moved, and Rev. Martinez seconded..

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

Ms. Campos-Rivera reviewed an update to the Parent and Student Handbook's attendance policy.

Rev. Martinez recommended that the Board approve the Parent and Student Handbook's attendance policy update.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

Dr. Marsh and Mr. Cote presented the settlement agreement to the Board.

Rev. Martinez recommended the Board approve the settlement agreement.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mrs. Rocha seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch, Ms. Torres

Nay: 0

Abstention: 0

NEXT MEETING ANNOUNCEMENT

The next Board meeting will be on December 15, 2022, at 3:30 p.m.

ADJOURNMENT

Rev. Martinez recommended the Board adjourn.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Dr. Hurtado, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres, Ms.

Torres-Lynch

Nay: **0**

Abstention: **0**

The meeting was adjourned at 5:16 p.m.

Minutes were taken by Ms. Amber Mendoza. Updated

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting/Grand Salon
4261 N. 5th St Phila., PA 19140
Thursday, December 15th, 2022
3:30 PM**

Board Members Present: Ms. Carmen Infante, Mrs. Carmen Rocha, Mr. Jorge Calixto, Ms. Judy Torres-Lynch, Rev. Rosa Magaly Martinez

Board Members Absent: Ms. Carmen Torres, Dr. David Hurtado, Rev. Luis Cortés

Staff/ Management Present: Ms. Amber Mendoza, Mr. Artemio Rodriguez, Ms. Courtney Walton, Mr. Daniel Schroeder, Rev. Danny Cortés, Mr. Eric Strauss, Mr. Gregory Artman, Mrs. Heather High-Kennedy, Mr. Ivan Estevez, Ms. Jasmin Campos-Rivera, Dr. Jon Marsh, Mr. Joseph Papeika, Ms. Rinku Modi, Mrs. Sheila Gonzalez

CALL TO ORDER AND INTRODUCTIONS

Madam Chair Rev. Martinez called the meeting order at 3:38 p.m.

APPROVAL OF MINUTES

Rev. Martinez recommended that the Updated October 27th, 2022, Board Meeting Minutes and the Updated Board Retreat August 10th, 2022, Meeting Minutes be approved.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

PRESENTATIONS AND REPORTS

Elementary

Mr. Estevez presented updates and events in the elementary school, including reading growth.

Secondary

Mr. Papeika presented updates and events in middle and high school, including explaining a new evaluation tool.

Student Services

Dr. Marsh presented updates and events within SET, including the department's work to support students and families.

ELD Report

Mr. Papeika updated the Board on the status of the ELD and migrant programs.

MTSS Integration

Mrs. Taufalele announced updates in the MTSS department with the addition of Unified Insights.

Instructional Coaching

Mr. Artman highlighted the school's growth in staff personnel and students and team integration efforts.

Co-Teaching

Mrs. Gonzalez updated the Board on co-teaching integration with the new evaluation tool.

Curriculum Development

Mrs. High-Kennedy presented the updates on an Art Show and the use of new tools to support CSI ELA goal efforts.

Operations Reports

Ms. Campos-Rivera gave updates on enrollment, attendance, and the family coach program.

CEO Report

Dr. Marsh highlighted changes to the 2022-23 calendar and the January 2023 meeting. Ms. Mendoza spoke about the upcoming Uplifting Impact staff trainings. Dr. Marsh updated the Board on the SDP Appeal and Mass Insight Data.

PERSONNEL

Personnel Actions

Ms. Mendoza overviewed the updated Personnel Actions.

Rev. Martinez recommended the Board approve the Personnel Actions as presented.

Final Resolution: Motion Carries

Mr. Calixto moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

UNFINISHED BUSINESS

Transgender & Gender Non-Conforming Youth Policy

Dr. Marsh reviewed ECCS' council recommendations on the Transgender Policy.

Rev. Martinez recommended the Board approve the Transgender & Gender Non-Conforming Youth Policy as presented.

Final Resolution: Motion Carries

Ms. Infante moved, and Ms. Torres-Lynch seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

NEW BUSINESS

Contracts

Dr. Marsh overviewed the contracts.

Rev. Martinez recommended the Board approve all contracts as presented, except for the 2022-2023 Gran Salon Agreement.

Final Resolution: Motion Carries

Rev. Martinez moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

As presented, Rev. Martinez recommended the Board approve the 2022-2023 Gran Salon Agreement contract.

Final Resolution: Motion Carries

Mrs. Rocha moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha

Nay: 0

Abstention: Ms. Torres-Lynch due to a conflict of interest

Calendar Change

Rev. Martinez recommended the Board approve the calendar changes (Friday, November 23, 2022; Friday, December 23, 2022; Friday, March 31, 2023) with the following correction from Nov 23, **2023**, to Nov 23, **2022**, in the 2022-23 Calendar changes.

Final Resolution: Motion Carries

Rev. Martinez moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

FINANCE

2021-22 Financial Audit

Mr. Strauss presented a draft of the 2021-22 Financial Audit.

Rev. Martinez recommended the Board approve the 2021-22 Financial Audits contingent on there being no significant changes in the final report.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Monthly Financial Statements

Ms. Modi and Mr. Rodriguez reviewed the financial reports as of September 30, 2022, and the general ledger, noting the variances, liabilities, and net assets.

Rev. Martinez recommended the Board approve the Monthly Financial Report and General Ledger as presented.

Final Resolution: Motion Carries

Rev. Martinez moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Dr. Marsh reviewed the September 2022 Monthly Finance Report Variance Narrative, clarifying the ESSER grants.

Designate Funds

Rev. Martinez recommended the Board approve the designation of an additional \$9,000,000 to the Building Fund and an additional \$1,000,000 to the New Initiatives Fund.

Final Resolution: Motion Carries

Mrs. Rocha moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

NEXT MEETING ANNOUNCEMENT

The next Board meeting will be an Executive Session on January 26th, 2023, at 3:30 p.m.

ADJOURNMENT

Rev. Martinez recommended the Board adjourn.

Final Resolution: Motion to Adjourn

Rev. Martinez moved, and Ms. Torres-Lynch seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

The meeting was adjourned at 5:10 p.m.

Minutes were taken by Ms. Amber Mendoza and Miss Jingjing Li

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting/Grand Salon
4261 N. 5th St Phila., PA 19140
Thursday, February 23, 2023
3:30 PM**

Board Members Present: Ms. Carmen Infante, Mrs. Carmen Rocha, Mr. Jorge Calixto, Ms. Judy Torres-Lynch, Rev. Rosa Magaly Martinez

Board Members Absent: Ms. Carmen Torres, Dr. David Hurtado, Rev. Luis Cortés

Staff/ Management Present: Ms. Amber Mendoza, Mr. Artemio Rodriguez, Mr. Daniel Schroeder, Rev. Danny Cortés, Mrs. Denise Taufalele, Mr. Ivan Estevez, Mr. Jairo Colon, Ms. Jasmin Campos-Rivera, Dr. Jon Marsh, Mr. Joseph Papeika

CALL TO ORDER AND INTRODUCTIONS

Madam Chair Rev. Martinez called the meeting order at 3:36 p.m.

BOARD MEMBER COMMENT

The Board accepted the resignation of Dr. David Hurtado.

The Board discussed the process of appointing replacement board members.

APPROVAL OF MINUTES

Rev. Martinez recommended that the December 15th, 2022, Board Meeting Minutes be approved.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Mrs. Carmen Rocha joined the board meeting at 3:44 pm.

PRESENTATIONS AND REPORTS

Elementary

Mr. Estevez presented updates and events in the elementary school, including benchmark data.

Secondary

Mr. Papeika presented updates and events in middle and high school, including explaining report card conference attendance.

Student Services

Dr. Marsh presented updates and events within SET, including the department's work to support students and families.

MTSS Integration

Mrs. Taufalele and Mr. Colon announced updates in the MTSS department focusing on 2022 State Testing data.

CEO Report

Dr. Marsh highlighted Act 55 board training requirements. He updated the Board on the upcoming March Meeting.

FINANCE

Monthly Financial Statements

Mr. Rodriguez reviewed the financial statement and general ledger as of November 30, 2022, noting the variances, liabilities, and net assets.

Rev. Martinez recommended the Board approve the November 2022 Financial Report.

Final Resolution: Motion Carries

Ms. Torres-Lynch moved, and Mrs. Rocha seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Dr. Marsh reviewed the preliminary Monthly Finance Report Variance Narrative for November 2022, clarifying the ESSER grants.

PERSONNEL

Personnel Actions

Ms. Mendoza overviewed the updated Personnel Actions.

Rev. Martinez recommended the Board approve the Personnel Actions as presented.

Final Resolution: Motion Carries

Mrs. Rocha moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

NEW BUSINESS

Contracts

Ms. Campos-Rivera overviewed the contracts.

Rev. Martinez recommended the Board approve all contracts as presented.

Final Resolution: Motion Carries

Mr. Calixto moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0
Abstention: 0

23-24 Calendar

Rev. Martinez recommended the Board postpone the 23-24 Calendar for the next board meeting.

Final Resolution: Motion Postponed to next board meeting.

Board Meeting Calendar

Rev. Martinez recommended the Board move the Board Retreat to August 9, 2023, and approve the Board Meeting Calendar Move with the modification.

Final Resolution: Motion Carries

Mrs. Rocha moved, and Ms. Infante seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

NEXT MEETING ANNOUNCEMENT

The next Board meeting will be an Executive Session on March 23rd, 2023, at 3:30 p.m.

ADJOURNMENT

Rev. Martinez recommended the Board adjourn.

Final Resolution: Motion to Adjourn

Rev. Martinez moved, and Mr. Calixto seconded.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

The meeting was adjourned at 5:10 p.m.

Minutes were taken by Ms. Amber Mendoza and Miss. Jingjing Li

**Esperanza Cyber Charter School
Board Retreat of Trustees Meeting
Zoom Meeting/Multi-Purpose Room
4261 N. 5th St Phila., PA 19140
Thursday, April 27, 2023
3:30 PM**

Board Members Present: Ms. Carmen Infante, Mrs. Carmen Rocha, Mr. Jorge Calixto, Ms. Judy Torres-Lynch, Rev. Rosa Magaly Martinez

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

Staff/ Management Present: Ms. Amber Mendoza, Mr. Artemio Rodriguez, Mr. Daniel Schroeder, Rev. Danny Cortés, Dr. Heather High-Kennedy, Mr. Ivan Estevez, Ms. Jasmin Campos-Rivera, Dr. Jon Marsh, Mr. Joseph Papeika

CALL TO ORDER AND INTRODUCTIONS

Madam Chair Rev. Martinez called the meeting order at 3:35 PM.

APPROVAL OF MINUTES

Rev. Martinez recommended that February 23, 2023, Board Meeting Minutes be approved.

Final Resolution: Motion Carries

Motion by Jorge Calixto, second by Carmen Infante.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Not Present at Vote: Carmen Rocha

Mrs. Carmen Rocha joined the board meeting at 3:40 PM.

PRESENTATIONS AND REPORTS

Elementary

Mr. Estevez presented updates and events in the elementary school, including benchmark data, career day, and PSSA testing.

Secondary

Mr. Papeika presented updates and events in middle and high school, including explaining report card conference attendance, plans for next school year, Act 158 and 1, and Keystone testing.

Student Services

Dr. Marsh presented updates and events within SET, including the department's work to support students and families.

Coteaching

Mrs. Gonzalez announced updates in coteaching focusing on 2022-23 evaluations of the initiative.

Curriculum Development

Mrs. High-Kennedy presented updates and events within curriculum, including ELA titles for secondary and pen pals in the elementary.

Operations

Ms. Campos-Rivera highlighted updates and events within the operations department, including an E-sports tournament, orientation, the Scholastics book fair, and enrollment.

CEO Report

Dr. Marsh highlighted updates about Charter renewal and the school's need for vans.

FINANCE

Monthly Financial Statements

Mr. Rodriguez reviewed the financial statement and general ledger as of December 30, 2022, noting the variances, liabilities, and net assets.

Rev. Martinez recommended the Board approve the December 2022 Financial Report.

Final Resolution: Motion Carries

Motion by Judy Torres-Lynch, second by Jorge Calixto.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

Rev. Danny announced the resignation of Rinku and the ongoing search for a replacement (within 4-5 weeks).

Dr. Marsh recommended the Board consider the Draft 2023-24 Budget in the First Reading.

PERSONNEL

Personnel Actions

Ms. Mendoza overviewed the updated Personnel Actions.

Rev. Martinez recommended the Board approve the Personnel Actions as presented.

Final Resolution: Motion Carries

Motion by Jorge Calixto, second by Carmen Infante.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

UNFINISHED BUSINESS

Proposed 2023-24 Calendar

Ms. Mendoza overviewed the updated 2023-24 Calendar.

Rev. Martinez recommended the Board approve the 23-24 Calendar as presented.

Final Resolution: Motion Carries

Motion by Judy Torres-Lynch, second by Jorge Calixto.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

NEW BUSINESS

Contracts

Ms. Campos-Rivera overviewed the contracts.

Rev. Martinez recommended the Board approve all contracts as presented.

Final Resolution: Motion Carries

Motion by Carmen Rocha, second by Carmen Infante.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

NEXT MEETING ANNOUNCEMENT

The next Board meeting will be on May 26th, 2023, at 3:30 p.m.

ADJOURNMENT

Rev. Martinez recommended the Board adjourn.

Final Resolution: Motion to Adjourn

Motion by Magaly Martinez, second by Judy Torres-Lynch.

Yea: Mr. Calixto, Ms. Infante, Rev. Martinez, Mrs. Rocha, Ms. Torres-Lynch

Nay: 0

Abstention: 0

The meeting was adjourned at 4:50 PM.

Minutes were taken by Ms. Amber Mendoza and Miss. Jingjing Li