



Board of Directors Retreat Minutes

September 26, 2018 – 4:00 PM

Dr. Aida Ceara
President

Carlos Graupera
Vice-President

Ted Darcus, Treasurer

Kenneth Hammel

Víctor Ramos

Abe Borjas

Ellen Svrcek

Marisol Torres

Colleen Wagner

Shirley Kosakoski

Ommie Rivera

Susana Cortina, Esq.

Radames Melendez

Joseph Morales

Non-Voting Members

Pam McCartney, IU 13
Representative

Salina Almanzar
SDOL Representative

Present: Dr. Aida Ceara, Carlos Graupera, Kenneth Hammel,, Colleen Wagner, Radames Melendez, Joseph Morales, Guillermo Barroso, Ted Darcus, Susana Cortina, Ommie Rivera, Víctor Ramos

Unable to attend: Marisol Torres, Shirley Kosakoski, Pam McCartney, Abe Borjas

I. Welcome and introductions –

- a. Dr. Ceara welcomed everyone at 4:00.
- b. Carlos motion to approve minutes from Board Retreat
- c. Ted Darcus -2nd
- d. Minutes approved

II. President Report

- a. Salina Almanzar resigned but wanted to stay involved
- b. CoLab Report & the plan
 - i. working document - didn't need approval because it will be changed or adjusted
- c. Each committee was supposed to come up with their own plan to be part of the strategic plan for the school
- d. Open Communication between staff and teachers
 - i. Teacher representative will be present as a non-voting members

III. Chief Academic Officer Report

- Summer Projects
 - painting & remodeling (STEM Alliance provided funding to help with this)
 - New furniture for 6th grade academy
- Enrollment
 - started with 230 but down 5 right now; working to enroll more to make up for this
 - Intake has a high number of ELL students due to the hurricanes in Puerto Rico
 - Large intake of special education students this year but we are lacking in services
- we cannot turn any students away unless we have a waiting list
- would help if we could hire 2 additional paraprofessionals to help with ELL students & Special Education Students

- Finance Committee did discuss this and will talk more after getting additional information; how many paras and how much do they cost?
- Utilize parents and getting training to assist in the classroom to volunteer in the classroom
 - Meeting the need is important now and can take the time to develop parent group for the future
- Exit survey or interview for why students are leaving to gather data
- SCORE - a group that could assist in the school

IV. Committee Reports

- Finance/Facilities
 - met on tuesday 9/18/18
 - Approval of stipend for staff
 - discussion of grant monies - \$50,500.00
 - Approved changing from Capital Blue Cross to Highmark (Dental & Vision added to medical)
 - Motion to approve - Ted Darcus
 - 2nd - Colleen Wagner
 - Approved
 - Mr. Barroso will report back with someone that can help with financial impact to the school
 - how do other schools deal with the change of finances provided from the district
 - Discussion of ELL students
 - Renovations will be designed after finance numbers are in place
 - target is to have plans completed around December
 - contractor estimate would be next
 - then work on finances; small capital monies to be matched
 - architecture plan will sort out square footage per student keeping in mind the collaborative environment
 - Facilities committee needs a sustainability report (assumption report of capacity numbers) from the finance committee
- Personnel
 - Did a lot of brainstorming
 - HR book
 - Reviewing Hiring & Dress Code practices
 - HR audit - discussed hiring consultant to help with handbook
 - discussed student handbook
 - liability - insurance for the board; the board does have insurance
 - board director to be involved in hiring process
- Public Relations/Communications Development
 - Kristi Baker completed a plan for development & committee approved it
 - October 25th meeting with donors 4-6 pm - board members invited to come @ La Academia
 - Extra Give is being worked on
 - Oct. 1 - meeting for rebranding
 - May 9 - Block Party (May 10th - rain date)
 - 2 stories per month submitted to paper
 - November & January recruitment being planned
 - Oct. 18 - Breakfast for SDOL - \$35 - State of the District - Colleen has tickets

- Governance
 - Goals have been developed
 - Meetings will be 2nd tuesday of each month

V. Old Business/New Business

- Students attended the Latino Conference last week with Dr. Ceara & it was very successful
- Lawyer is working with Mr. Barroso to create an expulsion policy & student handbook
 - policies will be sent via email to be voted on
- Mr. Barroso updating the contracts for 21st century
 - motion: Joe
 - 2nd: Ommie
 - Approved

Adjournment

The meeting adjourned at 5:20 p.m.

The next Board meeting will be on Wednesday, October 24, 2018 at 4:00 PM.

Respectfully submitted, Jennifer Palow, Dean of Curriculum and Instruction