



**Board of Trustees Retreat**

August 13<sup>th</sup>, 2015

800 Ridge Pike

Lafayette Hill PA 19444

9:00am – 4:00pm

**Board Members Present:** Rev. Roger Zepernick; Chairperson, Carmen Rocha, Rev. John Rice; Vice-Chairperson, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Rev. Luis Cortes

**Board Absent:** Rev. Magaly Martinez

**Staff/Management Present:** Rev. Danny Cortes, David Rossi, William Hopkins, Alicia Mojica, Jelissa Carias, Rebecca DiSalvo, Nathaniel Stringfield, Tania Diaz, Lori Walinsky, Angela Smith, Yohana Giraldo, David Solivan, Karen Sergovic, Jennifer Lambert, Jelissa Carias, Ellen Espailat, Kenneth Medina

The meeting was called to order at 9:00am meeting quorum with 9 members present.

**I. Greetings**

Rev. Zepernick opened up the meeting. Mr. Rossi introduced Mr. Medina as the new Chief of Operations. Rev. Zepernick went over the agenda for the day.

**II. Minutes\***

Mrs. Rocha called for a motion to approve minutes from the May 28th meeting. Mr. Fuller seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Rev. Luis Cortes - 8

**Nays:** 0

**Abstentions:** 0

**III. Board Elections\***

Slate:

Rev. Roger Zepernick – Chairperson

Rev. John Rice – Vice-Chairperson

Mrs. Carmen Rocha – Treasurer

Mr. Carmen Torres – Secretary

Rev. Luis Cortes – Ex-Officio

Mr. Danilo Diaz – Member

Mr. Brandon Fuller – Member

Rev. Magaly Martinez – Member



Mrs. Denise Rivera – Member  
Mrs. Nancy Santiago Negron – Member

The board discussed the current officers. Mrs. Rocha moved to accept the slate that was presented which would re-elect the current officers. Ms. Rivera seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Rev. Luis Cortes - 8

**Nays:** 0

**Abstentions:** 0

**IV. Organizational Chart**

Mr. Rossi introduced the new organizational chart. Some of the changes are the transition of Dr. Beitzel to Esperanza Cyber Charter School and the restructuring of staff so that Mr. Rossi has fewer direct reports. Mr. Diaz suggested that IT be placed under Mr. Medina to become a more centralized service. Rev. Rice requested the organizational chart have names of staff under the position names.

**V. Executive Session**

Rev. Zepernick called for an executive session to discuss Mr. Rossi's role and provide a K-5 update.

**VI. Personnel Report\***

Mr. Rossi presented the personnel report. There are 19 new staff, 39 departures, 1 person on leave and 7 vacancies. Mr. Rossi stated that hire number 19 was for the Special Education coordinator who will manage the Middle School and High School. The new hires are listed below:

1. Tayna Baszner: English Teacher (HS)  
Eastern University, B.S. in English Literature
2. Sarah Beaumont: ESL Teacher (MS)  
Eastern University, M.A. in Multicultural Education
3. Quinn Brady: Math Teacher (MS)  
Temple University, B.S. in Mathematics with Teaching
4. Cassandra Claycomb: Math Teacher (MS)  
Delaware Valley College, B.A. in Business Administration
5. Kirsten Conover: PT PIMS Administrator  
Liberty University, B.A in Psychology (pending)
6. Joseph Deegan: English Teacher (HS)  
West Chester University, B.S. in English Education



7. Chelsea Foster: Social Studies Teacher (MS)  
LaSalle University, M.A. in Bilingual/Bicultural Studies
8. Anthony Hoffman: PT IT Coordinator (6-12)  
DeSales University, B.A. in Communications  
Walden University Online, Certification in Information Technology
9. Samantha Jablon: 6<sup>th</sup> grade Teacher (MS)  
Cabrini College, M.S. in Education
10. Rachel Lecure: English Language Arts Teacher (MS)  
Chestnut Hill College, M.S. in Education
11. Kenneth Medina: Chief Operating Officer (Shared Services)  
Lebanon Valley College, Masters in Business in Administration
12. Sarah Neil: Math Teacher (HS)  
West Chester University, B.A. in Psychology
13. Jessica Norris: Science Teacher (MS)  
Marywood University, B.S. in Secondary Education in General Science
14. Jeanette Rivera: Administrative Assistant to the Director of Instruction (HS)  
Esperanza College, A.A. in Liberal Arts with a Concentration in Community and Human Services
15. Luis Rosario: Spanish Teacher (HS)  
Boston College, M.S. in Secondary Education, Spanish Concentration
16. Ashley Stickle: ESL/ELA Teacher (MS)  
St. Joseph's University, M.S. in Secondary Education in English  
St. Joseph's University, ESL Certificate
17. Denise Taufalele: Science Teacher (MS)  
Wilkes University, M.S. in Curriculum and Instruction
18. Brian Watts: Food Service Coordinator (6-12)  
Widener University, B.S. Hotel and Restaurant Management
19. Carey Ziegler: Special Education Coordinator (6-12)  
Edinboro University of Pennsylvania, M.A. in Reading

The board asked for turnover rates to be presented at the next board meeting.  
Mrs. Rocha motioned to approve the report as presented. Mr. Fuller seconded the motion.

**The vote was as follows:**



**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Rev. Luis Cortes - 8

**Nays:** 0

**Abstentions:** 0

## **VII. Financial Report**

Mr. Hopkins presented the unaudited financial statement as of June 30<sup>th</sup>. He stated there were no major adjustments to be made. He explained that there will be a below the line adjustment visible in October's report due to a new government regulation on PSERs. Mr. Hopkins stated that there has been a transition in the banks that were being used and that the change should be complete in a month or two. The receivables are around \$1.4 Million. The current ratio is 0.80. There is \$663,000 due to related parties.

Mr. Rossi stated there was a \$131,000 surplus for FY 14-15. The Academy finished over budget in Special Education due to transportation required by the IEP's of students. The board engaged in conversation on how specific line items such as cafeteria budget and Special Education needs and services provided.

## **III. Revised 2015-2016 Budget\***

Mr. Rossi shared the updates to the board approved budget which at the time did not include compensation increases and the COO position.

The board engaged in conversation around enrollment, staff compensation, the state's budget impasse and the extension of a credit line.

Rev. Rice motioned to approve the updates made to the 2015-2016 Budget. Mr. Fuller seconded

### **The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Rev. Luis Cortes - 8

**Nays:** 0

**Abstentions:** 0

## **IX. ESL Report**

Mrs. Sergovic presented the ESL Report. Mrs. Sergovic stated there was an overall increase in the ELL population of 6% in the 2014-2015 school year and a 52% increase from the 2013-2014 school year attributed to the Middle School expansion. Mrs. Sergovic discussed the Sheltered Instruction model being used for the 2015-2016 school year. The expectation is that students who matriculate through the Esperanza Middle School should test out at an increased rate in their years at the High School. Mrs. Sergovic reported that Esperanza not only surpassed the target in both the AMAO (Annual Measurable Achievement Objectives) but ELL students at Esperanza attested at higher proficiency levels than ELL students statewide across PA.

## **X. Student Outcomes/Goals**



Mr. Rossi explained that fluctuating proficiency levels in Keystones/PSSA testing were due to multiple variables including expansion, new students and new exams. The PSSA's cannot be compared to the previous year because the new PSSA tests have been created that align to the Common Core. In addition the data cannot be compared to other schools as the results have not been published publicly yet.

Mrs. Walinsky explained that students who take the Keystone exams are permitted to use their "best score". Algebra 1 Honors students had the highest percentage of proficiency at 73%. That model is going to be emulated and promoted in other Algebra classes. Goals and action plans have been set in place for 2015-2016 school year to improve testing proficiency in both PSSA and Keystone exams.

Mrs. Smith discussed goals the Academy established for the coming school year. Goals were centered on graduation rate, college acceptance, college enrollment, increase in graduates accepted into 4-year institutions, decrease in credits failed, maintaining a low out of school suspension rate, maintain the dropout rate below 1% and increase in attendance percentage.

## **XI. College and Career Report**

Mrs. DiSalvo presented the college and career report. The graduating class size for 2015 was 177 students with 100% having applied to at least on college or university. Of those students, 48% of them applied to a 4-year institution and 52% applied to a 2-year institution. Approximately 97% of students were accepted into at least on school with 45% being accepted into a 4-year and 52% into a 2-year. Of the graduating class 96% of seniors completed the FAFSA application and many students received merit based scholarships. Mrs. DiSalvo stated that future plans include meetings with seniors to discuss college and career goals, partner with Esperanza Academy's Alumni Association in high school mentoring and extending the college process and financial aid to underclassmen.

The board engaged in conversation about parent workshops, student loans, FAFSA and college applications. Rev. Cortes asked a comprehensive study of port-secondary institutions be created. It should include the percentage of students that go to colleges, retention rates in those colleges, a list of schools where Esperanza students are not progressing, best graduation rates for Esperanza Alumni and percentage of scholarships gained throughout the 2/4 years. The board would also like a comparison of Esperanza SAT scores to that of other schools.

The meeting was ended at 5:00pm.

### **Board of Trustees Retreat**

August 14<sup>th</sup>, 2015

800 Ridge Pike

Lafayette Hill PA 19444

8:00am – 3:00pm

**Board Members Present:** Rev. Roger Zepernick; Chairperson, Carmen Rocha, Rev. John Rice; Vice-Chairperson, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron

**Board Absent:** Rev. Magaly Martinez, Rev. Luis Cortes



**Staff/Management Present:** Rev. Danny Cortes, David Rossi, William Hopkins, Alicia Mojica, Jelissa Carias, Rebecca DiSalvo, Nathaniel Stringfield, Tania Diaz, Lori Walinsky, Angela Smith, Yohana Giraldo, David Solivan, Walter Toliver, Jelissa Carias, Ellen Espailat, Kenneth Medina

**Others:** Julian Thompson; School District of Philadelphia Charter Schools Office

The meeting began at 8:11 am.

## **KII. Finance Committee**

Rev. Zepernick asked for the creation of a finance committee which would review financial statements on the board's behalf. Mrs. Rocha, Mr. Diaz and Rev. Zepernick volunteered to be a part of that committee.

## **III. School District of Philadelphia – Charter School Office Presentation (Julian Thompson)**

Mr. Thompson shared a PowerPoint presentation that discussed the goals for AQI (Authorizing Quality Initiative) being promoted by the school district. Mr. Thompson also spoke about the Memorandum of Understanding that needed to be signed in order for the school district to access third-party data. The board engaged in a conversation about the use of the third-party data, FERPA laws and possible violations and immunity for possible lawsuits Esperanza may suffer from rendering the information.

Rev. Rice motioned to approve the signing of the MOU at the CEO's discretion. Mrs. Rocha seconded.

### **The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz - 7

**Nays:** 0

**Abstentions:** Nancy Negron - 1

## **IV. Amending of Bylaws**

Mr. Toliver presented the suggested changes to the Bylaws. The document was distributed for a vote at a future meeting.

## **XV. Disciplinary Hearing Resolutions**

The members of the Disciplinary Hearing Subcommittee presented their recommendations. The subcommittee recommended the following:

### **EAHS-1**

#### **Proposed Student Expulsion – G.F.**

**RESOLVED**, that the student G.F. *will not be expelled* for a period of thirty days.

### **EAHS-2**

#### **Proposed Student Expulsion – Y.V-R**

**RESOLVED**, that the student Y.V-R *will not be expelled* for a period of thirty days. The student Y.V-R wishes to return to the school and therefore a hearing was held.



Rev. Rice motioned to accept the recommendations of the subcommittee. Mr. Fuller seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

**VI. Disciplinary Hearing Training**

Mr. Toliver distributed material on how to effectively hold a disciplinary hearing. Mr. Toliver suggested that hearing documents be sent both by regular mail and via certified mail. Mr. Toliver engaged the board in conversations on the definition of zero tolerance, discretion of board, transparency of process and correct application of code of conduct.

**VII. Curriculum and Goals**

Mrs. Smith and Mrs. Diaz presented the Academy goals and how they further the curriculum. The board engaged in conversation with administrators over the alignment of the curriculum to the mission and vision of Esperanza.

**III. Special Education Report**

Mrs. Smith presented the special education report. She stated that there is a rise in Autism, Emotionally Disturbed and Intellectually Disabled students. Currently the Special Education Population is at 17.3% of total school population.

**IX. Code of Conduct\***

Mr. Stringfield led conversations about changes which included uniform, use of technology in the classroom, detentions and correcting of grammatical errors.

Mrs. Rocha motioned to approve the Code of Conduct with the changes. Rev. Rice seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

**XX. Calendar Changes\***

Mr. Rossi discussed some changes to the 2015-2016 school calendar which included the papal visit, winter break, spring recess, graduation and the last day of school.



Ms. Rivera motioned to accept the calendar changes. Mrs. Rocha seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

**XI. Parent/Student Handbook**

Mrs. Giraldo discussed changes to the parent-student handbook which included electives, alignment to Keystone exams and some grammatical errors.

Mr. Fuller motioned to approve the changes. Ms. Rivera seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

The vote was later amended to include the Child Find Policy.

Rev. Rice motioned to include the Child Find Policy into the handbook. Ms. Rivera seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

**XII. Faculty Handbook\***

Mrs. Smith discussed changes including the role of teachers in hallways and classrooms, lesson plan submission and grammatical adjustments to the document.

Mr. Fuller motioned to accept the changes. Mrs. Rocha seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

**III. Contract Approvals\***





**ESPERANZA ACADEMY**  
CHARTER SCHOOL

1. **Santander Bank Loan:** The contract below is for financing the purchase of the Esperanza Academy Charter School Vans with Santander Bank.  
Rev. Rice motioned to approve the contract. Mr. Fuller seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0

**IV. Operations**

Mr. Medina presented an update on the general operations of the Academy which included changes in technology, facilities and personnel.

**XV. Adjournment\***

A motion was called the end the meeting by Rev. Zepernick at 2:51pm. Rev. Rice motioned. Mr. Diaz Seconded.

**The vote was as follows:**

**Yeas:** Rev. Roger Zepernick, Carmen Rocha, Rev. John Rice, Denise Rivera, Carmen Torres, Brandon Fuller, Danilo Diaz, Nancy Negron - 8

**Nays:** 0

**Abstentions:** 0



Board of Trustees Secretary

10/29/15

Date

Minutes Taken by Ellen Espaillat

