



# MINUTES

## The Family Place Public Charter School

*Date | time* December 14, 2021 | 6:00pm - 7:30pm | *Location* Virtual Meeting, Zoom

### In Attendance

BOARD MEMBERS		
NAME	PRESENT	ABSENT
Mavis I. Ardon	X	
Ann B. Barnet	X	
Michael D. Barnet	X	
Shawn Chakrabarti	X	
Dania Diaz Amaya		X
Barbara Finkelstein	X	
Sarah Friedman	X	
Natalia Isaza Brando	X	
Marcia Harrington	X	
Oralia Puente	X	
Elaine Weiss	X	

**Others Present :Y, Yang, Y, Nairouz, F, Saldana, E. Suffian, M. Acosta, L, Kircher and L. Bussey, H Wiggins**

### Approval of Minutes

Second and approved by roll call.

### Motions

Motion to adjourn at 7:30 pm, second and approved

### Next Meeting

Date | time, Location

Motion to adjourn was made at \_7:30 pm\_ and was passed unanimously.

### Description of Matters Discussed

- A. Financial Report for October and November 2021. Y, Yang, EDOPS. See slide deck for details:
  1. Successful audit for 2020-22 unmodified opinion for TFPPCS financial statement.

2. 314 days of cash \$336,000 surplus above budget—still awaiting grant to be approved but more revenue than budgeted. A. Barnet asked about SOAR grant from OSSE (ARP) and source of funding.

3. Forecast \$139,000 annual cash increase because of unfilled position. TFPPCS will spend \$12,000 more for computers because of outdated equipment. S. Friedman asked about what we are doing with the extra money. H. Wiggins responded that the surplus will be devoted to lease/purchase space and for academic support. L. Garr asked if the extra money will raise OSSE questions.

#### B. Academic-L. Kircher

1. In-person technology classes offered using Chromebooks for ESL to learn keyboarding, online skills development, sending and receiving emails, using Google in the Classroom and WhatsApp on cellphones.

2. CDA class is using Google in the Classroom. How to practice for job interviews for CDA cohort is being conducted consisting of 2-day workshop on how to participate in a mock interview.

3. CASAS post-testing for 90 students was administered and 10 additional students will be tested after the break. Intermediate class students may be scoring at the maximum level and therefore we may not be able to demonstrate advancing an education level.

4. Ms. Kircher has observed all classes and giving feedback to teachers in preparation of OSSE's 5-year qualitative site review.

5. Michael Barnet asked about virtual classes and student performance and was told that most virtual classes are conducted in the evening. E. Weiss asked about teacher burn-out and what is TFPPCS doing to address it. All teachers are now full-time.

#### C. Operations-F. Saldana

1. 147 students certified enrolled and there was zero error found in the enrollment audit. There were 175 students registered to attend and as of December 151 active students,

2. Health and safety—We are testing 20% of all unvaccinated students.

3. 83.5% attendance rate (benchmark is 65%) and we are 100% in compliance.

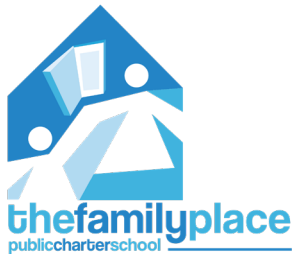
4. S. Friedman asked about the challenges the Charter School is facing. H. Wiggins responded that the challenges are meeting academic benchmarks, attendance rates, completers goals and reducing dropouts. She added that TFPPCS smallness is an asset because we can customize individual care and attention. We've had only one positive COVID-19 case.

#### D. Director's Report—H. Wiggins

H. Wiggins showed photos of new space—deck walkway, basement, backyard basement classrooms and bathrooms. All classes are conducted at our facility.

#### E. Communication Report—Lorena Gallego

See slide deck showing social media engagement and website development.



# MINUTES

## The Family Place Public Charter School

*Date | time* February 15, 2022 | 6:00pm - 7:00pm | *Location* Virtual Meeting, Zoom

### In Attendance

BOARD MEMBERS		
NAME	PRESENT	ABSENT
Mavis I. Ardon	x	
Ann B. Barnet	x	
Michael D. Barnet	x	
Shawn Chakrabarti	x	
Dania Diaz Amaya		X
Barbara Finkelstein	x	
Sarah Friedman	x	
Marcia Harrington	x	
Natalia Isaza Brando	x	
Elaine Weiss	x	

**Others Present:** Haley Wiggins, Patricia Oholeguy, Larry Garr, Tolulope Olero, Fernando Saldana, Yu Yang, Yinzu Nairouz, Lizzi Lineal

### Approval of Minutes

Haley welcomes everyone, introduces Lizzi. Michael congratulates Lizzi, welcomes everyone.

Materials shared, Michael asks everyone to review the minutes from our last meeting, Dec. 14, 2021.

6:09, roll call vote by Haley: Michael, Marcia, Ann, Sarah, Oralia, Elaine, Natalia, Shawn, Mavis, approved

### Motions

Everyone voted on the motion to adjourn. Meeting adjourned at 7:10 pm.

### Votes Taken

### Description of Matters Discussed

1) *Please review Board member materials in packet*, let Haley know if anything is off or missing. (no changes)

2) *Financial update, Yu:*

-Predict ending 2021-22 school year with 381 days of cash, over a full year, far above the 238 days budgeted. Mostly due to unbudgeted SOAR grant, facilities reopening, AFE grant. Net income forecasted to be \$500 K over prediction.

- FY 23, FY 24 budget updates include very large 5.9% per-pupil funding increase, which is much larger than prior ones, reflects inflation/price increases, but will further help us.
- New requirement to submit two years of budgets, Board must approve budgets by June so they can be submitted. Haley and Yu to forward to Finance Committee in May, to prepare for Board approval in June, submission to OSSE by end of June.
- Considerations from auditors: Quickbook user-friendly and affordable, but lacks some controls; Board involvement improves oversight, independent review (generic note given to every school)

### 3) *Laurel: Academic Update*

- CASAS testing: 131 ESL students pre-tested, 109 post-tested, 83.2% (very good percentage, a few more students have tested, so will fall a bit). 16 of those are Level 6, don't count, so 93 students Level 5 and below, of which 37, or about 40%, went up, which is a bit higher than usual. (Especially impressive given how tough this year has been).
- Preparing for March qualitative site review by Charter Board, Laurel has been observing teachers to give them feedback, encouraging peer-to-peer visits, feedback. Overall, it's been very productive 😊
- “First adventures in keyboarding” – fantastic photo of 90-year-old using a Chromebook!
- Ann: are we helping parents better support their kids academically? Laurel and Haley say yes but we can do more. Mavis: TFP helped me help my daughter with her English, academically via Pre-k, by providing opportunity, hope, learning, HIPPIY, which all helped with parenting, family support. Patricia notes support TFP provided to parents who were struggling to help their kids at home during COVID.
- Yinzu responds to Shawn's questions re field trips, parent-child activities now being reinstated to library, others.

### 4) *Fernando: Registration enrollment report*

- Leveraged 23 openings to enroll 22 new students (afternoon advanced program tough, few students are available)
- 151 active students in all, which is a real success, given what has been happening, reflects support team.
- Attendance is very high, 84.32%, almost 8 points up from last year, (almost 20 points above required level).
- Next year, approved for 183 students, will enroll at least 200, a very large increase, a lot of work (shared doc w/ timeframe for achieving this). ALL HANDS ON DECK, BOARD NEEDS TO STEP UP!
- Doing great on health and safety front, stocked w/ masks and testing kits, have had zero transmission!!

### 5) *Haley: ED's Update*

- Miriam Acosta, new Director of Operations and HR, left. Christopher Lopez is interim Director, Luiz Chavez will start next week (Haley just offered him the job), will be introduced at next meeting.
- Facility updates being finished, after that would love for Board members to come see it!
- Not much to report in terms of facilities updates, but actively looking for a building to purchase. The one we had identified is under contract with someone else. We can get a loan of up to \$2 million at 1%.

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## Next Meeting

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Date | time, Location.

Motion to adjourn was made at \_\_7:10\_\_ and was passed unanimously.