



## Meeting of the Board of Trustees Monday, March 26, 2018

### Minutes

**Commencement Time: 4:18 pm**

**Board Members in Attendance:**

**Priscilla Ocasio (Board Chair)**

Donald Mattson **(Co-Chair)**

John Potapchuk

Elvis Torres

Elvira Barone

**Absent Board Members:**

Priscilla Ocasio

Carmen Santos (Medically Excused)

**None Board Members:**

Evelyn Hey, Principal

Delia Gonzalez (Director Human Resources)

Evelyn Ramirez (Director of Operations)

### **Minutes:**

**I. Welcome: Donald welcomed the board members and the attendees.**

- February minutes were tabled for the next April 2018 board meeting as they were not available for review.

**II. Principal's Report - Evelyn Hey**

- Enrollment : 408 Attendance: 92.3%
- Motion was made for Ms. Hey to attend Harvard: Transformative Power of Teacher Teams a motion was made by Elvira and second by Donald, all unanimous.

**IV. Operation's Report - Evelyn Ramirez (report attached)**

- Audit report attached and recommendations were made for .future transactions and document verification (saving packing slips).

**V. Financial Report – John Potapchuk**

- John presented and attached email from March 20, 2018 to go with meeting minutes. School is still in great financial position. Paul will meet with Evelyn Hey in next couple of weeks regarding budget modification for this year.

**VI. Old Business:** None

**VII. New Business:** None

**Executive Session Commenced: 4:47pm – Motion John – Second Elvis, all in favor, unanimous.**

**Executive Session Ended: 5:23pm Motion Donald – Second Vera all in favor, unanimous.**

Actions taken : Bonus for Evelyn Hey relating to criteria Effective and Well Run based on ACR ( last year's contract)  
**APPROVED.**

Bonus for renewal and expansion *subject to* Evelyn Hey signing contract. **APPROVED**

**Board Meeting adjourned: 5:24 pm John Motion Donald second, all in favor unanimous.**

