

**Legacy College Preparatory Charter School
Board Meeting Minutes
April 30, 2020**

Call to Order

The April 2020 board meeting of Legacy College Preparatory Charter School was held on Thursday, April 30, 2020 at 6:30pm, the Board Chair presiding.

Attendance

Voting Members joining in person:

n/a

Voting Members joining via video conference:

1. David Camputo
2. Matthew Bliss
3. Hillary Swiggert
4. Nikki Ho-Shing
5. Someera Kohkar
6. Douglas Tyrone Washington
7. Michael Ratiker
8. Jared Parker
9. Patricia Virella

School Leadership:

1. Summer Schneider

Guests

1. Derian De La Torre, EdTech
2. Brad Blosser, EdTech
3. Bryson Wilson, EdTech

Board Members not in attendance:

1. John Sanchez

Officer Reports

The Governance Committee report was presented by David Camputo:

1. Resignation of Catherine Prefontaine and Yvonne Guillen
2. Succession planning for school leadership
3. Leadership evaluation to be discussed at next meeting

The Finance Committee report was presented by Jared Parker:

1. With high school opening next year we will still be cash stable.
2. Per pupil state funding cut in light of COVID-19
3. Review of Enrollment and SpEd
 - a. No material updates
4. Review 2020-21 budget
 - a. Revenues modeled flat on a per unit basis
 - b. Expenses modeled to include wage increases for staff (hence increased % of revenue from personnel and benefits)
 - c. Current budget includes an incremental 2% of revenue "contingency" (\$230K) over and above the contingency embedded in the enrollment forecast (whereby we forecast higher enrollment for expenses vs revenues).
 - i. Summer and EdTec to re-evaluate

The Academic Committee report will be presented at the next meeting.

The Fund Development Committee report was presented by Hillary Swiggert.

1. Fundraising events stalled at the moment due to COVID-19

Other Reports

The School Leader's report was presented by Summer Schneider:

- Marketing/branding update
- Facility update: We executed the lease for the permanent site at Cauldwell Ave. The landlord is in the process of securing funding. Our lawyer is currently reviewing the lease for the temporary space at Boricua College.
- Legal update
- Talent update: We have no new staffing updates for this school year.
- Students and Families update: 379 students assigned to an advisory; summary of early indications of enrollment for next year
- Academic Results update
- Finance and development update: \$32,500 raised; goal is \$100,000
- Board Recruiting

Old Business:

1. Motion to accept resignation of Yvonne Guillien from the Board; approved unanimously.

New Business:

1. Motion to approve revisions to Employee Handbook; approved unanimously.

Meeting Adjournment

David Camputo moved that the meeting be adjourned, and this was agreed upon unanimously at 6:55pm.



Matthew Bliss
Board Secretary
Legacy College Preparatory Charter School

04/30/2020
Date of Approval