**April 2021 Board Meeting Recording Transcript**

Guerschmide Sai...: Okay. Do you mind doing that one more time, Kristen?

Kristen: Yeah. Go ahead and call the meeting to order at 6:32 p.m.

(silence)

First order of business is, do I have a motion to approve the minutes from the March 24th meeting? [00:00:30] And just a reminder, when you make the motion, make the motion, we'll have someone second it, and then we can take it to a full vote. Do I have a motion to approve the minutes?

Tristan: I can. I make a motion to second.

Lucy: Can you say your name when you motion?

Tristan: Tristan. Sorry.

Lucy: Wait, sorry. Tristan motioned and someone else seconded?

Zach: I will second. This is Zach.

Lucy: [00:01:00] Secretary in training. Sorry, guys.

Guerschmide Sai...: You got this.

Kristen: All in favor.

Zach: Aye.

Kristen: Any opposed?

Lucy: Aye.

Guerschmide Sai...: Just late ayes.

Kristen: Got it. All right. Minutes approved. I'll open it up for any public comments, I guess joining... I [00:01:30] don't think we have any public comments. All right, moving us right along to board chair update.

So, board chair update largely is a note of gratitude [00:02:00] and acknowledgement. We're all aware that our, Amy, incredible executive director will be transitioning from La Cima on Friday. Guersch, I would like to extend just on behalf of the board and our broader La Cima community a deep, deep thanks for all of the work that you have done. You entered La Cima and set to work on establishing phenomenal [00:02:30] systems, bringing on board some dynamic staff members, and providing the support and guidance and coaching that has positioned the school so well, that they're going to be able to take up the mantle, and finish this school year incredibly strong.

We are incredibly sad to see you go, but we always wish you nothing [00:03:00] but the best in everything. I have thoroughly enjoyed working with you and collaborating with you and learning from you, as you have guided the school over the past year and some change that I've been on the board, especially through the renewal process.

I think that if anyone wanted to see just a marker of your brilliance and your excellence and your skill, it could be seen through the school securing that four year renewal. So, we [00:03:30] thank you. We are continuing to be right here alongside you over the next couple of days as we round out your transition. We'll be right there with the school leadership team to support you all in finishing the year incredibly strong.

Guerschmide Sai...: Thank you so much for that. I won't say anything more, unless there was more to your update than that, before I move on to the executive director update.

Kristen: That was actually it for my board chair [00:04:00] update. That was all I had.

Guerschmide Sai...: Thank you so much for that, Kristen. Yes we're all incredibly sad and at the same time, I know that the team is really equipped and they're on right now. And it's just been a really, really rewarding three years. And as I shared with the team on Friday, [00:04:30] it's been several marathons run, and while I do feel like I need to step away at this time, I also feel like it has been one success after the other.

I'm so proud to be able to pass the torch on to Letta and to Darlene who are just not only very well equipped, but also very well supported by other folks who are on this call like Capri and Mira and [00:05:00] Robin, who are all just amazing team members. I'm sad, but I'm also just a phone call away. So thank you so much, guys.

I'll move to my executive director update. I just need to stop sharing for a second. It may not be worth going into presenter view. So while I know this might be annoying to do, [00:05:30] I'm going to keep it in this format for now and first start off by just sharing some good news.

We have three pieces of good news. The first is we got our teacher certification spring worksheet from the charter center, and we are in compliance once more, which is amazing. 10 out of our 18 teachers are certified. And just so you all know, TIRs are not included [00:06:00] in this number. That's why the teacher number is a little bit lower. And then we do have two TIRs who are being promoted to full-time teacher next year. So they will be included in the number which means that the number of uncertified teachers will increase, but not so much that it would put us out of compliance. So this is all very good news.

The second piece of great news is that 100% of our NYSTL funding has been spent, which [00:06:30] is good news for the DoE as well, but that we've spent it on a library. Letta, could you share a little bit more about the library?

Letta: Yes, absolutely. So give me money, and I'll spend it, especially to support our kiddies. Did not have to ask me twice. So we worked with the vendor bookstores to create libraries for all of our classrooms, K through five. [00:07:00] We were very particular about the type of text that we wanted to include in the library. We wanted to include picture books, we wanted to include books that reflected the faces of our scholars, so that some of them included Spanish translations, both English and Spanish text.

We wanted to make sure that they included people of color represented in other disciplines, other than sports and music, [00:07:30] but in science and mathematics as well. So we're very particular in choosing libraries. Robin what's the number of books per class, do you recall?

Robin: About 250 to 275.

Letta: Per class. And they are leveling the books for us. We're going to streamline the way that the books are presented in each classroom, so that they are uniform in color, in terms of the bins. So we just want to make sure that the book setup is very appealing and [00:08:00] exciting for our scholars.

We also wanted to make sure that we included African American authors and writers, so we're really particular and specific about the type of text. And we had an amazing consultant who really was able to make sure that she tailored the books and the text for us.

Guerschmide Sai...: Amazing. Any questions from [00:08:30] board members? All right. Well, I just want to thank the instructional leadership team once more, because they had the amazing idea to spend our funds on that library. I think that's such a good use of those funds. So thank you again for that.

Kristen: I have one question.

Guerschmide Sai...: Yes.

Kristen: I can do some asking in my networks too. But I feel like there are different initiatives that will support [00:09:00] building of actual reading notes in classroom. You all already got the actual books and you're working to do the uniform presentation.

I got to ask people, but I think there's something out there that's like they'll actually come in and support with putting in little beanbag chairs or making little comfortable actual library spaces to promote students actually wanting to read and have that space. I'm going to ask around my networks to see what it [00:09:30] is and hopefully I didn't imagine it up. I don't think I did.

Letta: That would be fantastic.

Kristen: I'll keep an ear out for that too.

Guerschmide Sai...: Great. Thank you. Thank you for that.

The other piece of good news is all about La Cima marketing. I think I might have sent this to Lucien, to Nora, that we have bus shelters with [00:10:00] La Cima branding on it, as well as city buses and urban panels. Urban panels are basically the train station panels that are advertising that we are accepting applications for the '21, '22 school year.

That's pretty typical. There are a lot of charter schools that do that, you probably have seen them before. But there was one more thing that we were able to get done last week. Let [00:10:30] me know, can you all see my screen? It should be black with a little cone on it. Can you guys thumbs up if you can see that. I don't mean to treat you guys like the kids, but it's the best way to figure this out.

And then-

Video: Are you looking for an academically rigorous and culturally responsive school for your child? Enroll your child in La Cima Charter School, located in the Bed Stuy area of Brooklyn. We are a K through five public community school that believes in a whole child centered [00:11:00] curriculum through a lens of social justice. Visit our website to enroll today, lacimacharterschool.org. Or give us a call, 718-443-2136.

Guerschmide Sai...: So, we have a commercial, guys.

Nora: Yay. That's excellent.

Guerschmide Sai...: This is awesome. So that little ad, that spot will run for five weeks on [00:11:30] CNN, Spanish Fox, Gala, which is also a Spanish speaking station, MSNBC, NY1, YES and News 12. And at different times, so some of them it's 6:00 a.m. to midnight, some of them, it's midnight to 6:00 a.m. So just at different sporadic times. But I think a couple of people have seen them already. Robin?

Robin: Yes, Guersch, I was just going to add, I was on a meeting this week, and [00:12:00] our family members have seen them on the Spanish channels. And our staff members have also seen it on CNN, and they were really excited about it.

Kristen: That's so dope. I have to set my DVR for CNN.

Nora: I know, that's great. [inaudible 00:12:14].

Guerschmide Sai...: And then obviously, on the Spanish speaking stations, it's the same message but in Spanish. So if I can say so, we out here, and hopefully that is going to get us some more applications. And it was pretty [00:12:30] inexpensive. We spent less than $6,000 on it to run for five weeks. I think a re-up of it makes sense, even through the summer, just given how cost efficient and cost effective it is.

So in terms of the rest of my ED update, it's really about my transition plan. So I'll just share what I've been sharing with the [00:13:00] executive committee. So can you all see my screen again? Great.

So first, shout-out to the executive committee who's been working alongside me to make sure that the transition plan is really smooth. Unfortunately, Darlene is not feeling well today. So she won't be able to join our call. But I'm just going to run through this pretty quickly.

And like I said, the executive committee has access to this, and you all received access to it also. I did not include [00:13:30] it in board on track, because it does link to some documents that are private or confidential documents. I didn't want it available on the public sphere, but you will have access to it via your emails.

So essentially, this is broken up into separate work streams. And the work streams align with all the work that I would be doing from April to June, and then a couple of things that are going to happen over the summer. So tomorrow, [00:14:00] I'll be able to pull out the finance piece, because we're submitting the PPP loan forgiveness application with Tina, Darlene and Josh on there as support.

And this is to say that if for some reason the application gets kicked back or something goes awry, both Josh and Darlene should be able to pick it up and go from there, even if I'm not around. And then there's one last [00:14:30] item on making sure that Darlene is an authorizing rep on our accounts. We'll talk about that more in just a second.

And then there's this section on HR employee relations. I spoke with Rachel, our HR administrator, about this plan. So she is well aware of what her role is. With a lot of her other clients, she said that she's far more involved in HR than she has been at La Cima. So that is to say she is equipped [00:15:00] and she's practiced with her other folks. So she's ready to jump in, in any way that we need her support, including signing of offer letters if it comes to that.

The next was around board relations. So essentially getting the committee and the board calendar done, getting Darlene to be the authorizing rep, as well as ED updates. So moving forward, that would mean the May and the June [00:15:30] board meetings. My suggestion would be to have Letta share about the academic side of the house, and then Darlene share about what's happening operationally, so that you all still feel like you're getting a full picture of everything that's happening at the school.

These pieces on authorizer relations are more about what needs to happen over the summer. And my main recommendation here is to re-up the contract with Pasek Consultants, because [00:16:00] they basically do all the annual reporting for you. So the big annual report that needs to happen on August 1, you guys are all familiar with, you need to do your financial disclosures and what have you. Jen Pasek would support the board in getting all of those pieces completed and to get the annual report submitted. So as long as you all decide today to re-up that contract, I don't see that being a challenge at all.

Year end [00:16:30] closeout items, mostly it was about offer letters. I did do a spot check of the language for offer letters. I don't have the final versions yet. And so given where we are in the week, I think at this point, it makes sense for Rachel to step in and sign in my place, or at least to initial in my place.

Oh, the other thing that I've spot checked is, I've spot checked all the salaries to make sure that all of the salaries for '21, '22 [00:17:00] are accurate. So those two things, I've done. And then I think Josh and Darlene will do another once over, but everything looks good on my end, or I've made my suggestions where I needed to.

And then this last piece here was all about miscellaneous items that didn't fit neatly into any one category. Let me see if there's anything we need to pull out. The only thing I guess I would pull out [00:17:30] is the enrollment working group, which I led for the past year.

I would say that if the enrollment working group wants to continue to meet, obviously, that's up to you all. It would mean that a board member would need to step in and lead that. And where we last left off was really thinking about that three pronged approach that I mentioned, moving to another CSD, the middle school partnership and the pre-K program.

[00:18:00] I would suggest that the focus should be on a possible move, and not really taking on the pre-K program or the middle school partnership just yet, because that might be a bit too much. The other possibility is to wait until you all make a decision about who the next ED will be, and have them take that on as their first big project.

But those are just the highlights from my transition plan. [00:18:30] Are there any questions about what I've shared?

Nora: Guersch, thank you for that. Did the letter go out to families? Or when did you anticipate on sending that?

Guerschmide Sai...: So Darlene shared with me that the letter to families was translated or was on its way to translation I think either yesterday or today. Letta, can you give us a timeline on sharing with families?

Letta: I think it makes sense to... [00:19:00] because I sent it back. Darlene has to do the translations. I would say if it gets done by tomorrow, we can send it on Friday.

Guerschmide Sai...: Yup. Thank you.

Kristen: Darlene had said that too. I think that was in Darlene's time, too, based on her email.

Guerschmide Sai...: Any other questions for me?

Lucy: I have a question in terms of enrollment working group. Is that the right place for [00:19:30] enrollment updates to go or no, that should really just go to one of the standing committees?

Guerschmide Sai...: I think enrollment updates can go there. And as long as it's also being shared with other committees maybe during board meetings, that would make sense. Any other questions?

Letta: [00:20:00] I just wanted to make sure I understood Lucy's question and the response with respect to enrollment. Are you saying updates about where we are in enrollment, Lucy, to accompany the conversations in the enrollment or working group?

Lucy: Or just generally how that chain of information would flow up to the board. Just often in the past, Guersch, I know would often let me know how things were going. But I was never a part of enrollment working group. I wasn't sure to what extent that was also a discussion there. And so whether that's the best [00:20:30] way to do it, or whether it just continues to be through to Kristen, but it sounds like that might be a good use of that infrastructure that we already have.

Guerschmide Sai...: Thank you. Any other questions? None. Off the agenda.

Kristen: Academic.

Guerschmide Sai...: [00:21:00] Yes.

Nora: Thanks for sharing that. The academic committee did not meet, but we received information from Guersch and Letta and team. And so essentially still working on improving student data and some of the action steps being taken are adjusting the TIR role to a lead teacher. Strategic coaching sessions with teachers whose class performance was below 30%, and also that the departmentalization [00:21:30] has been super supportive for the structure to students.

I think next steps would be staffing decisions for '21, '22 school year, grade reassignments for teachers, and then ongoing targeted instructional coaching. I think particularly for staffing decisions and grade reassignments, Letta, this is something, any way we can be supportive, we are here to assist. I imagine that that could change, given this context [00:22:00] now versus when this was created.

But regardless, it seems that moving, if I'm reading this right that moving teachers who are performing exceptionally well, to maybe grades that have been struggling has been effective. That's something I want to continue, moving forward.

Letta: We're actually moving a teacher from the lower grades who has just demonstrated this capacity to just appreciate the urgency with instructing students to the upper grades as you shared. [00:22:30] And then there are teachers who, because of the academic outcomes, they're not where they need to be. We're actually having them transition from La Cima.

Nora: Thank you.

Guerschmide Sai...: Thank you, Mara.

Kristen: Executive committee, just underscoring, we've been meeting with Guersch to have transition meetings in advance. On Friday, we [00:23:00] have our final transition meeting with her tomorrow, just to make sure that we're all on the same page about status and next steps. And then there's one other matter that I will share in executive session.

For finance, Lynne is not here, but does someone have the finances, is someone positioned to be able to provide the finance committee update? Did the finance committee meet this [00:23:30] month.

Guerschmide Sai...: Yes, one second.

Kristen: Guersch, are you prepared to give that as an item we have to vote on?

Guerschmide Sai...: Yes, I am prepared to give the update, unless a board member would like to jump in, I can do it. So essentially, what we talked about in the finance committee, can everybody see my screen okay? Great. [00:24:00] So what you're noticing is the biggest change being that we removed the assumption that the PPP loan will be forgiven, not because we think that there is a change in that status, but just because we want to be more on the conservative side.

However, the reduction in our surplus was then also offset by some savings in other areas. So you'll see that there are some [00:24:30] places where we've been essentially under spending for the year. So putting that back into the bottom line.

You'll see that for the most part our enrollment has remained steady. It remained steady through the month of March. I think there may be one change coming up in April. I believe we lost one student this past week. Amira, do you [00:25:00] have more on that?

Amira: Yes, we actually lost a pair of siblings due to a move to [inaudible 00:25:07].

Guerschmide Sai...: All right, thank you. So you'll see that in the April financials. And then as far as SPED is concerned, it's remained incredibly steady since January. So overall, you're going to continue to see us be as conservative as possible when it comes to the forgiveness. We're thinking that even though we're [00:25:30] applying for forgiveness tomorrow, there really is no way for us to know what the SBA will do and how long it will take for them to do it.

So chances are, the forgiveness will come through for next school year. So it doesn't have any real implications around the audit. So folks don't need to be too concerned about that. Are there any questions about what I've shared? [00:26:00] None? Okay.

Nora: Just a question if it's inappropriate to have BoostED also join these alongside Darlene or no?

Guerschmide Sai...: On the board meeting?

Nora: Mm-hmm (affirmative).

Guerschmide Sai...: That's fine. They're happy to step in, if that's what we want.

Nora: Only because I'm not on the [00:26:30] finance committee anymore, which is very new to me. But only because I know they proposed getting rid of some fat that we kept in the budget and overspending as you highlighted. So, maybe there's more insight that they want to share or trends that they noticed over the past X amount of years sort of thing.

Guerschmide Sai...: Very good suggestion. Right now Josh from BoostED runs the finance committee calls. So that's already [00:27:00] happening. And then I joined, and Darlene joined as well. They're happy to join the board meetings also. It's just Darlene's not feeling well today, so she wasn't able to show you her chops today.

But they are willing to-

Nora: I know Darlene has the chops. Great.

Guerschmide Sai...: So that'll happen moving forward if that's what you guys think is best. And as part of the transition too, Darlene and Josh should start meeting weekly [00:27:30] to talk about all things finance.

Nora: I will leave that to the finance committee to determine.

Kristen: That's within our current contract with them, for him to support her on a weekly basis? Or is there anything that we need to be mindful of with that?

Guerschmide Sai...: No, because when we contracted with BoostED, we had that in mind to begin with, that they would be offering a lot of support to Darlene. [00:28:00] And so that's already baked into the price, if you will. Good question. Yup. Anything else?

Kristen: I know we have to vote to approve the financials, but then isn't there also-

Guerschmide Sai...: There's some other items too. So once you guys vote on this, then we'll move to the next couple of voting items.

Kristen: Got it. Do I have a motion [00:28:30] to approve the March financial?

Zach: I motion to approve the march financials. Zach.

Kristen: Do I have a second?

Amira: Second. Amira.

Kristen: All in favor.

Tristan: Aye.

Kristen: Any opposed? Motion carries. Thank you.

Guerschmide Sai...: We still got to pull up...

Kristen: [inaudible 00:29:01] [00:29:00] thank you for using all of the tech features.

Guerschmide Sai...: What's that?

Kristen: Was leveraging the tech features to make sure that her vote was known.

Guerschmide Sai...: I am pulling up the Pasek contract. One thing I wanted to bring to your attention is that it is slightly higher than what we are currently paying, and it is for the full [00:29:30] year. So the difference here is, last year we were contracted on a quarterly basis. So we were able to cancel after a quarter. This time around, it's a year long commitment. So instead of $4,500, it's 5,000. So overall, it's a $2,000 increase from what we were paying last year.

I do think it's worth it, because of the type of support that [00:30:00] Pasek Consultants have been able to provide. And just for board members who are not aware, they support with title grants, which was Title I, Title II, Title IV. They also supported our application with the CSP grant, they also support the annual report. They supported us on the renewal application.

And so while the need may not be as great in terms of, we don't have a renewal application to submit, I think the value-add here is great, especially [00:30:30] given my transition, that they will allow for... it'll be a very smooth transition as it relates to those items. The other good thing is that Dan and Josh from BoostED have worked together before in terms of other schools. They have a really close working relationship already, and oftentimes will discuss La Cima items without needing to reach out to anybody on staff, and just get it figured out on your behalf.

I think [00:31:00] it would be a good move for the board to approve this. But obviously, you all can discuss and decide if that's what you all want to do.

Robin: Guersch, can I add something?

Guerschmide Sai...: Of course.

Robin: I think it's also helpful to have Dan as a member of the enrollment task force. He has a lot of great insight as well as we continue to plan on addressing the enrollment concerns. So that's another value-add that he brings to the team.

Guerschmide Sai...: Thank you for sharing that. And just to be clear, Jen [00:31:30] Pasek really does a lot of the reporting and supporting around that. Dan is more of the strategy guy, which is why he's so helpful on the enrollment working group. Any questions from board members? All righty, so Kristen, just hand it over to you.

Kristen: And is this for [00:32:00] voting to renew a contract with Pasek Consulting?

Guerschmide Sai...: Yes.

Kristen: Do I have a motion to renew the Pasek Consulting contract for '21, '22?

Zach: I'll motion to renew the contract with Pasek Consulting. This is Zach.

Kristen: Do I have a second?

Nora: Second that motion, Nora.

Kristen: All in favor?

Robin: Aye.

Kristen: Any opposed? Motion carries. Thank you. Zach, I'm going [00:32:30] to just get you a sign that's like, "I'm out here."

Guerschmide Sai...: The next item was NRG Consulting. So the purpose of this group is they offer supports on staff recruitment. So one thing that I think is helpful about them is that currently Josette does both staff and student recruitment. [00:33:00] And this is high season for both of those items. So wanted to provide additional support, especially on the staffing side, because it's quite a bit to have to source applicants, and then vet them. So that's what NRG Consulting will be able to support with.

One flag is they are pretty pricey. And so the amount is $32,000, from now through the end of the school year. [00:33:30] And so we talked during the finance committee meeting about competitive bids.

I think two challenges. Number one is we worked with other organizations before they tried to do this work. We worked with a group last year. I'm sorry, the year before. And it wasn't as helpful or fruitful, I should say, as we hoped it would be.

And then the other group that we worked with, which was the new teacher project, they've actually shut [00:34:00] down their teacher recruitment department. So that's no longer an option. And so while I don't think it'll be a big problem that we don't have two other competitive bids, especially because we can demonstrate that we did try to find them, I will say that I do think the support is necessary. I also think that this is a hefty price tag.

And so if you all wanted to move forward with this, because at the end [00:34:30] of the day, we do have teachers that we need to hire, we have quite a few roles that are vacant for next school year, then you can move forward with it. At the same time, if you wanted to go back to NRG and renegotiate this price, I think that's also an option as well.

Are there any questions about this especially as we try to figure out what to do?

Zach: Guersch, I think I know the answer to this, but this isn't something [00:35:00] that's not already built into the budget, correct? This would be an addition to it.

Guerschmide Sai...: That is correct. I think it might be worth going back to see what has been spent in recruitment thus far. However, there are places where we have really underspent. So for instance, I'll just give an example with our HR consultant, we had budgeted $45,000 for that. We've [00:35:30] spent something like 10, or a little less than 10. So it hasn't been built into the budget, but there's there is room for it.

Zach: I'll say this too, because it's in my mind, as we talk, Josh has said, and we have affirmed on the finance committee calls, we're in pretty good financial shape. There's not a lot of concerns there.

And so to me, if it's something that we're saying this is necessary, [00:36:00] it might be a little bit costly, but the service is necessary. I feel more confident approving it.

Guerschmide Sai...: Any other questions, or maybe opposing views?

Kristen: I guess my question would be, if it's for an hourly rate of $200, not to exceed 32,200, is there a possibility that we wouldn't use that entire amount? Or is the assumption that [00:36:30] there'll be working enough hours to get to that total cost?

Guerschmide Sai...: I think given the number of vacancies, it is likely that they will use the full 32. I think it is likely that they'll use the full 32.

Kristen: Try to find savings where I can. Is that paid on an invoice status where it's like via quarterly or whenever they say, "Here's our invoice for the quarter?" [00:37:00] This is only until the end of the school year.

Guerschmide Sai...: It's for a really clear time.

Kristen: Sorry, I missed that step. June of '21.

Guerschmide Sai...: Yes, ma'am. Yes, ma'am.

Kristen: Was there a conversation about going a little into the summer in the case that we don't have all the recruited teachers we need?

Guerschmide Sai...: Did I say that to NRG of going into the summer?

Kristen: Yeah.

Guerschmide Sai...: [00:37:30] No, I said something a little different, that we would end it early if she didn't produce results. I do think that if she produces results, then you can have a conversation about going into the summer, but I wouldn't talk to her about that now.

Kristen: Got it. Thank you. I apologize if you did say this. The point person for this would [00:38:00] be Josette as she's been doing this work already? So she'd be able to provide status updates and things like that on, "This is a no go?"

Guerschmide Sai...: I think for the purpose of the board, Letta would be the point person, just to make it cleaner. Josette is going to manage the conversations with NRG, which she is fully equipped to do. Darlene would be the point, in terms of engaging with the negotiation [00:38:30] around the contract.

I think it's totally fair to say something like, "We would like to keep you on for the full school year. This is pricey. Let's see what happens between now and May 15th," or something. We're a little short on time now, I get that, but it's a hefty price tag given the time.

Zach: [00:39:00] Is this something we want to vote on now?

Kristen: You need to move on. That's because they're waiting to actually start this work.

Zach: Does anybody have any other questions before we vote?

Kristen: Do I have a motion to approve the contract with NRG to support staffing?

Debbie: Aye.

Kristen: [00:39:30] Debbie, you making a motion?

Debbie: Yes, I motion to approve.

Kristen: Second?

Zach: Zach seconds.

Kristen: All in favor?

Amira: Aye.

Kristen: Any opposed? Zach second. Deb switched it up.

Guerschmide Sai...: [00:40:00] We're ready? Great. So the next item is the banking moves. You might remember this from the February board meeting, but I did get a chance to speak with Tina Mendoza who is our rep at Chase Bank. And it seems like there was a missed next step from the February board meeting, in that she did not receive this item. And [00:40:30] we did not have a board resolution to go along with it.

I spoke directly to Tina to get all of the steps cleared. So that's why you're seeing Adel's name still on here, because for right now, he actually still is on the account. So just to make sure what I sent to Tina is all tied up, we'll vote on this full item, which will remove Adel and myself, as well as some board members [00:41:00] who had been in different roles before.

And then the one person that, well, we should add Darlene as the authorizing rep and signer for all of the accounts. And Paul Augello is Joshua's business partner at BoostED. So this was something that we talked about during the finance committee meeting is that in the last couple of weeks, I've been noticing some bottlenecks. And because Josh or [00:41:30] nobody from BoostED is currently a signer on any of the accounts, which means that if they can't get ahold of me on something, I could hold up payroll.

So the same thing is true for Darlene. If Darlene is indisposed for whatever reason, Josh is not able to make things happen on his end. So what I asked, is there a way that we could remove that hiccup in the process? And he said, with a lot of his other schools, his business partner is the signer for all the schools that [00:42:00] are assigned to him. And then vice versa, just to make sure that there's no conflict of interest there.

And so we talked about it on finance committee. Folks seemed to be okay with that as a solution, just to make things a bit more neat for us. And so just wanted to open this up for any discussion comments or questions that folks might have.

[00:42:30] So if folks don't have any questions or pushback for this, then you all can vote on that now.

Kristen: So Guersch, I want to clarify, there's two things in play here. It's the removal of Adel, Guersch, Amira, Lucy, and the addition of Paul, Darlene, Kristen, Nora.

Guerschmide Sai...: Yes.

Kristen: Correct?

Guerschmide Sai...: Yes.

Kristen: [00:43:00] Do I have a motion to approve the updated additions and removals to our banking accounts for...

Tristan: I motion to approve. Tristan.

Kristen: Second?

Nora: Nora. Second.

Kristen: All in favor?

Zach: Aye.

Kristen: Any opposed? Motion carries.

Guerschmide Sai...: Great. And then [00:43:30] this last piece is actually connected to what we were just talking about. This was the step that was missed before.

Lucy: Sorry. Do I need to have the names of all those people in the notes? Or it's just enough that I say that we removed and approved.

Guerschmide Sai...: That you say who made the motion, who seconded, those specific names, and then was carried unanimously. Is that what you-

Kristen: Do you mean to actually [00:44:00] say we voted to remove X people?

Guerschmide Sai...: Oh, no, because that is already going to be in the minutes.

Lucy: Great.

Guerschmide Sai...: So this next item, sorry, my screen is frozen. There is not a need to vote on this, but this is one of the steps that was missed before. What Tina needs is-

Kristen: We're not seeing it, we're seeing your desktop.

Guerschmide Sai...: Oh, sorry. [00:44:30] All right. Thank you for that. Can you see it now? So this is the exact language that Tina is asking for, that names precisely who is now the authorizing rep.

The other thing that she mentioned is that in order to be an authorizing rep, the person must have one of these titles. She did name that it doesn't need to be their official work title, but it needs [00:45:00] to be a title that is designated to them by the board, in order for them to have the authority to be an authorizing rep.

So my suggestion would be assistant secretary, since president would be whoever the new ED is. And I think secretary should be board secretary. So assistant secretary, to me sounds like the most appropriate of the options. So you all can let me know what works for you all.

[00:45:30] Let me do it this way, anybody have any objections to Darlene being named as assistant secretary, only for the purpose of being the authorizing rep on the account?

Nora: As long as she has no objections?

Guerschmide Sai...: It's just a title, it doesn't indicate anything else. So if there aren't any objections to that, I will clean this [00:46:00] up to say assistant secretary and then Kristen and Nora, you should be expecting to get this via DocuSign within the next 24 hours or so. Thank you.

All right. And that was it for all of the finance committee votes.

Nora: Governance. Lucy.

Lucy: [00:46:30] The governance committee actually had to be canceled this month. We are going to be pausing the work on the board book, just given the various transition items at the moment, though hopefully we'll return to that soon. That's the only update from the governance committee.

Kristen: All right. Unless there's any other [00:47:00] business, I need a motion to move us into executive session to discuss personnel matters. We'll thank everyone for joining. Thank you all. Thank you all. Thank you all.

Letta: Thank you. Have a good week everyone.

Zach: Thank you.

Letta: Bye-bye.

Zach: Goodnight.

Nora: Take care.