

# La Cima Elementary Charter School

## Minutes

### Board Meeting

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#### Date and Time

Wednesday March 25, 2020 at 6:30 PM

#### Location

Josette Manzano is inviting you to a scheduled Zoom meeting.

Topic: Board Meeting (March 25, 2020)

Time: Mar 25, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/3572871210>

Meeting ID: 357 287 1210

One tap mobile

+16468769923,,3572871210# US (New York)

Dial by your location

+1 646 876 9923 US (New York)

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#### Trustees Present

A. Edwards (remote), K. Briggs (remote), L. Joffe (remote), L. Stephenson (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

#### Trustees Absent

D. Mack-Glasgow, J. Swayne

#### Guests Present

A. Hageb (remote), G. Saint-Ange (remote), Letta Belle, Robyn Johnson

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Mar 25, 2020 @ 6:37 PM at

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**C. Approve Minutes**

L. Joffe made a motion to approve the minutes from February Board Meeting on 02-26-20.  
R. McGill Jr seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**II. Public Portion**

**A. Public Comments**

N/A

**III. Updates**

**A. Board Chair Update**

L. Joffe welcomed all the members to the meeting, and general updates to the status of LaCima due to COVID-19.

**B. Executive Director Update**

G. Saint-Agnes discussed the creation of a Leadership and Board Task Force during the COVID-19 environment. This will serve three purpose:  
Allow the board to remain focus on the business as usual  
Create the capacity for emergency succession planning if the need arises  
Support Sr. Leadership in making necessary decisions quickly

Letta discussed the first week with distance learning, based on A. Edwards question. Letta also indicated that there are areas that will be improved upon such as technology at the school.

Based on R. McGill's question, the response was that the LaCima team came together and helped each other when it was announced that the school will close. The teachers came in to hand out laptops and showed such empathy towards the families impacted by the school closing.

Three staff members had medical complications after the school closed, only one reported having COVID-19.

Staff had to be trained on Zoom and Dreambox to provide better online training to the students.

The application deadline remains the same

G. Saint-Agnes discussed the Board Priorities for March-June

**IV. Committee Updates**

**A. Academic Committee**

N. Yayah stated that no meeting took place due to school closer because of COVID-19 but everything was leaning toward E-learning.

**B. Finance Committee**

R. McGill Jr made a motion to approve the Financials for the month of February.  
T. Mitchell seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. Governance Committee**

No updates at this time.

**D. Executive Committee**

L. Joffe discussed board committee status and ensuring that we need to be at capacity. A few members might need to be arranged to join other committees to balance out the committees.

**E. Committee Membership Discussion**

T. Mitchell was added on the Finance Committee. We also need people for the Gov. Committee, and the Board as a whole.

**V. Voting Items**

**A. SWD Weighted Lottery Vote**

L. Joffe made a motion to approve the weighted lottery.  
A. Edwards seconded the motion.  
G. Saint-Ange discussed previous and current student enrollment needed to meet the district number including students with disabilities. The board **VOTED** unanimously to approve the motion.

**VI. Executive Session**

**A. Executive Session**

L. Joffe discussed the bonus categories for the Executive Director and the suggestions offered by the Executive Committee. The information and changes will be shared with the Executive Director.

L. Joffe made a motion to approve the 2020-2021 ED Evaluation pending the approval of the Executive Director.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to join the executive session.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to exit the executive session.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Closing Items**

**A. Follow-Up Items**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:28 PM.

Respectfully Submitted,  
L. Stephenson