

Dr. Pedro Albizu Campos High School
Board of Directors Minutes of
Thursday, May 25, 2023, 6pm

Agenda:

Welcome:

Call meeting to order by Chair Rivera-Swint

Board Roll Call

Evelyn Rivera - present

Rebekah Marcano - present

Mike Staudenmaier – present

Jaime Moctezuma, - present

Milagros Fernandez – Present

Milagros De La Rosa not present

School Leadership

Melissa Lewis, Principal – present

Marvin Garcia, Executive Director - present

Lizzette Richardson– present

Approve Agenda - Evelyn ap- We need November’s Minutes

Jaime moves to approve, 2nd by Rebekah all in favor. Agenda Approved -

Approve Minutes - Evelyn: missing minutes prior to our last meeting.

Milagros moves to approve, 2nd by Rebekah all in favor. Minutes Approved -

Public Participation – No presentations

Discussion on Recruitment

Marvin: The PPP was a bridge, and we no longer have those bridges, so the strong focus needs to be enrollment.

Melissa: Budget concerns we really are speaking of how many students get into the door.

Highest in enrollment has been 210. The goal is 185 students. Budget cuts are not what we want to do but that the reality of the situation. Recruitment is the key. Until i have a day of attendance i can’t count them. We didn’t have the flexibility of covid and understand the difficulties we are facing. 114 students on roster, 52 of them graduate. 62 returning students. Want to hopefully work with these students over the summer.

Biggest strategy is working with the community. First event is at Stowe school. Want to attend events with table set up. We make phone calls and reach out to families. Word of mouth has always worked for us.

Evelyn asked about marketing funds.

Melissa: youth build funds are used for marketing materials.

Milagros: Using social media marketplace to advertise. Helpful to have talking points to meet with people and talking points to address. Stories that should be shared with the community.

Melissa: Over summer plan is to revitalize social media platforms.

Finance section:

Mike S.: Spoke to Kumar , top line budget amount June 2022 was 1 million 980 dollars. Because of enrollment troubles we were short and used roll over funds to compensate. Enrollment has direct impact to the budget. 424,000 gap for upcoming year that needs to be addressed. To fill gap current plan will be 75,000 small roll over, discretionary funds 20,000 youth build budget. 3 teachers' salaries being covered. Budget cuts because of leaving staff total 50,000. Federal funds applied for and unsure if approved until mid-winter. If that doesn't work a plan b needs to be created. This fall enrollment is very crucial and will budget what yccs will offer.

Last academic year (FY22) the YCCS budget was \$1,980,000.

This year, it is \$1,460,000, plus \$364,000 in rollover, totaling \$1,824,000.

For the coming year, it is only \$1,400,000. We need to address a gap of approximately \$424,000 from the current year to next year.

To fill this gap, we have the following sources in mind at this point:

- * A small rollover, probably about \$75,000.
- * YouthBuild discretionary funds, about \$20,000.
- * YouthBuild will cover 25% of three teachers, about \$40,000.
- * Budget cuts due to not replacing departed staff, totaling about \$50,000.
- * Federal employee retention funds for which we will apply, though we won't know until winter whether or not we will be approved, probably totaling about \$200,000.
- * Marvin will discuss with Melissa approximately \$40,000 in small reductions on supplies and other expenses.

All together, these adjustments will match our currently projected \$424,000 deficit. If any of them, particularly the employee retention funds, do not manifest, then we will need to develop a plan B.

Marvin: All documents for first phase of application were submitted. We may get more than \$200,000. They are now requesting additional documents to complete process. Hopeful that we won't have to wait 6 months.

Lizzette: short video clip of success stories of students and their achievement and experience.

Evelyn: Get parents who are happy with the outcome of their child's education. Maybe at graduation with a camera maybe a 30 second interview. Overview of graduation and school.

Melissa: ASN pays for graduation to be recorded. Will ask if videographer can record short clips before the graduation start.

Rebecka: Social media and advertisement is a great idea.

Monica: Chicago Connected tracker to be used for enrollment outreach.

Announcements upcoming activities

Graduation May 30: Melissa, doors open at 11:30. Staff is there at 9:30. Anticipate it will end at 1pm. Cap and gowns at the schools. 52 graduates and very excited. Board member speaking at graduation. It's appropriate for board member to speak but Marvin doesn't want to. Evelyn ask if anyone wants to give speech. No one responds. Jaime will do Spanish portion and Evelyn will do English.

Desfile Del Pueblo:

Melissa: Parade with float June 10th. Anyone wants to join at 1:45. Arrive to float at 12:30.

Evelyn: reminder if anyone wants to contribute donation please do so.

May 30th to meet prior to graduation at 11:30 to put on cap and gowns. Maybe board members can meet afterwards.

June 22 Next Board meeting date

Adjourn,