

## PACHS Board Meeting Minutes November 17, 2022

Call Meeting to Order - 6:04

### Roll Call - Board

Jaime Moctezuma, Milagros Fernandez, Rebekah Marcano, Michael Staudenmaier, Evelyn Rivera-Swint

School leadership present - Melissa Lewis and Lizzette Richardson, Marvin Garcia - Late

**Agenda Approval:** Jaime and Milagros approve and second agenda. Motion passes.

**Minutes:** Michael and Jaime approve minutes. Motion passes.

### Gala Report/Outcome

Reviewed the gala report. There are a few missing sponsorship payments in the amount of \$25,000. Funds should be coming in by next week. Marvin and Evelyn are working on those 5 missing payments. Tax letters and sponsorship thank-you are going out in the following weeks. Thank you cards with a digital signature of the board members would be nice to have as a template. Fundraising opportunities should be our next focus. Giving Tuesday is our next opportunity. We should take steps ready for our next fundraising opportunity. We could also create a newsletter just for our sponsors so that we remain at the top of mind.

Overall reflections - Gala was a great time. The venue was amazing. The program went very well. The speeches were fantastic. Our emcee was entertaining. The night was powerful.

Everyone was happy the Gala had a great outcome.

Evelyn: Received a lot of positive feedback about the school at the gala.

Rebecka: The venue and event was elegant and a good outcome.

Melissa: staff wants to do a more casual event with a lower cost in near future. Any suggestions are welcomed.

### Principal's Report

Melissa: Overall, the school year has been difficult because of low enrollment. YCCS and CPS are renegotiating renewal. Criteria has been changed and making it harder for schools to meet cps expectations. Metrics for rating schools are making it difficult. We need to recoup students by Jan. 19th to enroll over 100 students.

Melissa: YCCS has a high percentage of STLS students.

Rebecka: Mental health hospital needed in the community. How do we enroll more students?

Melissa: YCCS has a marketing strategy to geo-tag based on areas to send out to people. YCCS is hiring a full-time bi-lingual recruiter.

Rebecka: Student-to-student referral is best.

Melissa: contact counselors and social workers in the school to recruit students.

Marvin: All schools want to hang on to students. Keeping school open is one important thing. Lizzette is working on accreditation with youth build. 4 positions paid by grant for salary, Sustainable community of schools grant 400,000. This will benefit the school, but enrollment is a big important part of it.

Lizzette: We have half a million dollars from youth build since we started. A lot of resources behind this program but they need strong marketing.

Milagros: What is the process for referring students?

Melissa: Send the parent directly to Melissa, and she will take care of it and have someone register the student.

Lizzette: Students can be accepted at all times.

Marvin: He went to see Milagros; She is going through chemo and holistic healing.

Marvin: Anyone needs any gala bags or programs.

Bag and program; Jamie, Milagros, Rebecka, Michael, Evelyn ; program

Jamie: Want to work on engagement with the parents. Any suggestions are welcomed.

Lizzette: suggest displaying flyers and cards at the hospital. Jamie agrees.

**Fiscal Report:** Michael reviewed spreadsheet displays expenses on track. Cash flow is good. The big problem is the enrollment gap and the revenue that comes in to compensate. Surplus to transform Haddon building. How to adjust to this situation. The project to work on over the next 6 months is enrollment. No immediate crisis but we need to be careful moving forward.

Melissa: We need to have 130 students returning in June.

Melissa: become accredited by ISB instead of CPS. 14,000 per student if directly coming from ISB.

Marvin: \$240,000 in the account. ASM owes over 200,000.

Lizzette: 12 potential students for dual enrollment.

Evelyn: Create a list of information with the pros of coming here. Smaller classes get more personal attention.

Meetings for 2023, 4th Thursday for each month. Tentative dates.

Melissa: Graduation is the week after Memorial Day, so we can move the meeting to June 15th. Jaime's birthday. Everyone agrees, and Jamie wants cake!

**Meeting Adjourned**

