APPROVED

# Pan American Academy Charter School

## Minutes

### Board Meeting

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**Date and Time**
Monday October 20, 2025 at 4:30 PM

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**Directors Present**
A. Feuer-Edwards, D. Coffman, D. Espinosa, H. Nuñez, J. Becker, J. Garcia, N. Flores

**Directors Absent**
C. Gorman

**Ex Officio Members Present**
J. Diaz

**Non Voting Members Present**
J. Diaz

**Guests Present**
B. Eglin, D. Russotto, E. Munoz, J. Fineberg, J. Rivera, J. Stacey, M. Mason, M. McIntosh, R. Burgos, R. Lugo, W. Jackson

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**I. Opening Items**

**A. Call the Meeting to Order**

N. Flores called a meeting of the board of directors of Pan American Academy Charter School to order on Monday Oct 20, 2025 at 4:37 PM.

**B. Public Testimony**

**C.**

### School Connections

McIntosh introduced herself as the new School Board Representative, she who expressed her excitement about joining the board and contributing to the school community.

Burgos provided an update on the recent School Advisory Council (SAC) meeting, highlighting discussions around improving hallway transitions during lunch and WIN periods, exploring hygiene support options for students, and ensuring consistent communication regarding student relocation and attendance procedures. The SAC also discussed the importance of enhancing staff communication and recognition, expanding afterschool enrichment opportunities, and addressing ongoing challenges with coverage and substitute availability. Additionally, the council reviewed scheduling concerns related to the Éxito program and emphasized the importance of warmly welcoming new staff members to foster a supportive and collaborative environment.

## II. Action Items

### A. Contracts/Agreements & Purchases

N. Flores made a motion to approve the Rental Reimbursement for the Annex.
J. Garcia seconded the motion.
The board **VOTED** to approve the motion.
N. Flores made a motion to approve the Rental Reimbursement for the Main Building.
A. Feuer-Edwards seconded the motion.
The board **VOTED** to approve the motion.

### B. Policies & Amendments

N. Flores made a motion to approve the School Improvement Plan.
A. Feuer-Edwards seconded the motion.
Nunez abstains.
The board **VOTED** to approve the motion.

## III. Governance

### A. Approve Minutes

N. Flores made a motion to approve the minutes from Board Meeting on 09-15-25.
J. Becker seconded the motion.
Nunez abstains
The board **VOTED** to approve the motion.

### B. Committee Updates

Governance: Espinosa announced that she will be stepping down as a Board Member and role a Board Secretary. November will be her final meeting. The board discussed planning a December outing and requested ideas. It was suggested to invite Congreso board members. There is currently one formal vacancy. Diaz, Congreso CEO has a potential candidate for consideration. Succession Planning was discussed; a timeline was shared regarding leadership transition. A new CEO is expected to begin in 2027, with Russotto officially departing in 2028. There will be an overlap period during the fall for mentoring and transition support. Parent feedback will be incorporated into the process. The board discussed engaging a CEO search firm and considering the related expenses in the budget. Suggestions were provided by Diaz, CEO of Congreso, regarding the search process and the importance of starting early. The board emphasized maintaining a thoughtful presence and forming a small search committee that includes diverse stakeholders. Members highlighted the importance of having a strong foundation as the organization enters this transition phase.

Audit/Finance: The committee provided an update on the ongoing state budget impasse. Through October, PAACS has received 100% of funds due to date; however, state funds are currently being withheld as a result of the impasse. The committee expressed hope that both the state and federal budgets will be passed soon. Board members were reminded to remain prepared to govern and make decisions as needed should the impasse continue.

Advancement: The committee led a discussion centered on board engagement and development, exploring how each member personally connects to Pan American Academy Charter School's mission and how that connection can guide both individual and collective efforts. Board members broke out into small groups to share reflections on why PAACS is important to them and what aspects of the school's work they find most meaningful.

Reflections included:

- PAACS is viewed as the heart and hub of the community.
- Members expressed pride in helping students discover their interests and identities — supporting them as whole individuals.
- The school's dual-language model in an underserved neighborhood was highlighted as a vital and unique strength.
- Emphasis was placed on the importance of caring for students and families holistically, not just focusing on academics.
- Building strong, trusting relationships with students and families was seen as central to PAACS's success.
- Members discussed being mindful of not "poaching" teachers from partner schools and expressed interest in hosting a bilingual educators' conference to strengthen collaboration and professional networks.

## IV. Finance

### A.

**Monthly Report**

Eglin presented the financial report, noting that financial metrics for September remain healthy.

## V. Development

### A. Grants, Partnerships, Fundraising

Russotto shared that the Hamilton Family Foundation awarded a grant in the amount of $25,000 to support literacy instruction, which will also fund the continuation of the Congreso Éxito program for afterschool and kindergarten students. Additionally, the Glen W. Bailey Foundation provided funding for Woz Ed modules to engage K–2 students in technology and design education through the Thinquiry curriculum. The Philadelphia Activity Fund was used to support the Literacy Festival. Russotto also noted that three additional grants are currently being submitted.

In terms of fundraising, the board discussed the upcoming Family Bingo Night on November 14th, which aims to raise $10,000 for the G.A.T.E. program. Given that the average cost per student is approximately $3,400, the goal is to sell 225 tickets. Board members also reviewed the section of the report that reflects individual donations and discussed strategies to encourage continued support from families.

## VI. Executive Session

### A. Human Resources

*The Board entered into Executive Session to discuss personnel matters and compensation.*

### B. Legal Counsel

*The Board entered into Executive Session with Stacey to discuss FAPE matters.*

## VII. Closing Items

### A. Action Items

N. Flores made a motion to APPROVE New Hires.
D. Espinosa seconded the motion.
The board **VOTED** to approve the motion.
N. Flores made a motion to APPROVE New Salaries.
J. Garcia seconded the motion.
The board **VOTED** to approve the motion.

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:56 PM.

Respectfully Submitted,
N. Flores