APPROVED

Pan American Academy Charter School

Minutes

Board Meeting

Date and Time
Monday November 17, 2025 at 4:30 PM

Directors Present
A. Feuer-Edwards (remote), C. Gorman (remote), D. Coffman (remote), D. Espinosa (remote), H. Nuñez (remote), J. Garcia (remote), N. Flores (remote)

Directors Absent
J. Becker

Guests Present
B. Eglin (remote), D. Russotto (remote), E. Munoz (remote), J. Rivera (remote), J. Stacey (remote), L. Kelly (remote), M. Mason (remote), M. McIntosh (remote), R. Burgos (remote), R. Lugo (remote), W. Jackson (remote)

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 Nov 17, 2025 at 4:33 PM.

B. Public Testimony

C. School Connections

McIntosh provided an update on the recent School Advisory Council (SAC) meeting. Housekeeping items were discussed, including completion of the Cultured Enuf survey. The Council also discussed the need for review and updates to the ELA curriculum.

Protocols for students suspected of being under the influence were reviewed. Additionally, it was shared that the K–2 team is requesting increased administrative support and additional afterschool activities.
Russotto shared a presentation on behalf of School Social Worker Lorna Concepcion regarding the Thanksgiving Food Drive. To date, approximately 400 canned goods have been donated. Ms. Darcy requested the support of the Board and noted that members interested in donating may do so via a Cheddar Up link. Russotto will also share Ms. Concepcion's contact information. The use of Board on Track as a platform for communicating related information was discussed.

The Board also discussed the ***Angelitos de Cristal*** initiative, which supports Pan American students and families by providing holiday gifts. Options for participation include sponsoring a family individually or donating funds for Russotto to complete the shopping on behalf of donors. Board members were additionally invited to attend ALG Vacations' annual holiday wrapping party in support of the ***Angelitos de Cristal*** initiative.

II. Governance

A. Approve Minutes

N. Flores made a motion to approve the minutes from Board Meeting on 10-20-25.
D. Espinosa seconded the motion.
Gorman abstains
The board **VOTED** to approve the motion.

B. Committee Updates

Governance: This meeting marked the final board meeting for Gorman and Espinosa. Flores thanked both members for their service and contributions to the Board, particularly their work related to governance. Gorman expressed her gratitude for the eight years she spent serving on the Board and shared appreciation for Flores' leadership. Espinosa shared her desire to remain connected to the Board moving forward. Flores reported that there are currently three vacancies on the Board. Two of these vacancies are Congreso appointee positions. Diaz , Flores, and Russotto have met to discuss next steps and are on track to have the appointees presented at the January meeting. Feuer-Edwards shared insight regarding a potential candidate, Beverly Woods, who has worked in Kensington, is recently retired, and has experience in city government and nonprofit organizations. Woods brings a strong understanding of community needs, as well as experience in contracting, real estate, and social services. The Board decided not to move forward with the, Galen Thomas from Cloud Cups, proposal at this time but expressed continued interest in establishing a connection with a local business. Updated bylaws were reviewed and confirmed. Parent representatives (Pan American appointees) will be officially voted on at the January meeting.

Advancement: The committee presented the Board Engagement Worksheets and requested that all board members complete by the January board meeting. These worksheets will support early 2026 planning and guide individual follow-up conversations with board members regarding ideas and areas of support. Flores requested that a folder be to created in Board on Track to upload completed worksheets. Feuer-Edwards will provide follow-up on how to submit completed worksheets. The committee shared that improved systems are being implemented to better track donations and contributions. An overview of Board on Track was provided, including use of the events feature to keep board members informed of upcoming events and opportunities to contribute to various initiatives. Coffman and Feuer-Edwards discussed the impact of participation in fundraising and event attendance. It was proposed that for future events Board members share feedback on their experiences to help strengthen development efforts.

Audit/Finance: The committee reported that the state budget was approved on November 12, 2025, indicating financial stability. The committee will meet in the coming weeks to conduct a thorough review of the first financial forecast, which will be presented at the January board meeting.

III. Finance

A. Monthly Report

Eglin presented the financial statements for the month of October. Revenue is currently above budget, while operating expenses are also above budget. With both the federal and state budgets now approved, the school has begun receiving outstanding receivables, which is a positive development for the school's overall financial position. Clarification was provided regarding the elevated operating expenses, noting that as the second month of the school year, expenses may be temporarily higher. The school remains optimistic about staying within budget as the year progresses.

IV. Development

A. Grants, Partnerships, Fundraising

Russotto reported that grant applications were submitted to the Hilda & Preston Davis Foundation and the FJ Brotherton Charitable Trust to support High-Dosage Tutoring and OST programs. An additional grant application to fund the playground was submitted but not included in this report; further details will be shared at the January meeting. Mason de Gomez continues to oversee donations and in-kind contributions, as well as ongoing fundraising efforts. These efforts include the Staff vs. Students Flag Football fundraiser led by the 5th-grade team to support their New York City G.A.T.E. trip, along with donations and sponsorships for Family Bingo Night.

V. School Report

A.

School Report

The majority of the discussion focused on the unsigned Charter Agreement between PAACS and the School District. Russotto and Stacey led the discussion, with Flores noting that he and Russotto previously met with the Charter School Office to discuss why the agreement has not been signed.

Stacey provided background on Charter School Law and the charter authorization process. She explained that charter agreements are renewed in five-year increments and that courts have ruled school districts may not impose conditions in written charter agreements that are not authorized by law, such as enrollment caps or funding limitations.

PAACS received its first five-year renewal in 2012–2013 and was advised at that time not to sign the written charter agreement. In 2018, PAACS successfully completed its second renewal, during which the School District introduced the Charter School Performance Framework; the Board again elected not to sign the agreement. In 2023, PAACS was granted another five-year renewal despite not having a signed charter agreement.

PAACS, along with other charter schools, submitted formal objections to the charter agreement form, which have gone unaddressed. While the District has acknowledged these concerns, it has declined to revise the agreement. Charter schools with unsigned agreements are permitted to operate, and the most recently executed agreement remains in effect; for PAACS, this is the 2013 Charter Agreement.

Russotto shared additional insight into PAACS's objections to the Performance Framework, noting that the school is expected to meet standards that are unclear and have changed annually since the framework's inception, making it difficult to plan and measure progress over a five-year period. PAACS maintains that the framework is intrusive and punitive rather than evaluative and offers limited opportunity for corrective action prior to renewal.

Flores stated that he does not anticipate the Charter Agreement being signed unless the School District indicates a willingness to compromise. Flores, Stacey, and Russotto plan to meet to strategize areas where PAACS may be willing to compromise. An updated overview will be presented to the Board in January, after which Flores and Russotto plan to provide a more formalized response to the Charter School Office outlining PAACS's proposed compromises.

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 do discuss Special Education Settlements.

VII. Closing Items

A. Action Items

N. Flores made a motion to APPROVE New Salaries.
C. Gorman seconded the motion.
The board **VOTED** to approve the motion.
N. Flores made a motion to APPROVE Stipends.
D. Espinosa seconded the motion.
The board **VOTED** to approve the motion.
N. Flores made a motion to APPROVE Special Education Settlements.
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 6:46 PM.

Respectfully Submitted,
N. Flores