APPROVED

Pan American Academy Charter School

Minutes

Board Meeting

Date and Time
Monday October 19, 2026 at 4:30 PM

Directors Present
A. Feuer-Edwards, A. Sosa, D. Coffman, H. Nuñez, J. Becker, N. Flores, N. Reyes, T. Delgado-Bickley

Directors Absent
J. Garcia

Guests Present
B. Eglin, D. Russotto, J. Rivera, J. Stacey, L. Kelly, M. Mason, R. Burgos, R. Farrell

I. Executive Session

A. Executive Session

The Board entered executive session at 4:21 PM to discuss personnel matters. The board exited executive session at 5:21 PM.

II. 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 19, 2026 at 5:30 PM.

B. Public Testimony

C.

School Connections

Family Engagement Liaison Sheina Perez-Montalvo provided an overview of the school's Out-of-School Time (OST) programming, highlighting the various afterschool programs available to students and their respective hours of operation and attendance schedules.

III. Action Items

A. Human Resources

N. Flores made a motion to approve New Hires.
D. Coffman seconded the motion.
The board **VOTED** to approve the motion.
N. Flores made a motion to approve Salaries.
D. Coffman seconded the motion.
The board **VOTED** to approve the motion.
N. Flores made a motion to approve Stipends.
D. Coffman seconded the motion.
The board **VOTED** to approve the motion.

B. Policies

C. Contracts, Agreements & Settlements

N. Flores made a motion to approve PlayWorks.
D. Coffman seconded the motion.
The board **VOTED** to approve the motion.

D. Purchases

IV. Governance

A. Approve Minutes

N. Flores made a motion to approve the minutes from Board Meeting on 09-14-26.
D. Coffman seconded the motion.
Abstentions Adamary Sosa and Jessika Garcia
The board **VOTED** to approve the motion.

B. Committee Updates

Governance: An update was provided on the CEO Emergency Succession Plan, which has been drafted and is currently being shared with the leadership team for review. The goal is to present the plan at the November Board meeting. The December outing is being planned in collaboration with the Congreso Board and will be held on campus on **December 9th**. The Board also discussed updated bylaws to support expanding Board

membership and strategically growing the Board. Adamary Sosa was formally welcomed as a new Board member.

Advancement: A.Feuer-Edwards provided an update on the Board Engagement Worksheets and upcoming holiday events, including the food drive, Ángeles de Cristal, and the Bingo fundraiser to support the Thanksgiving Food Drive. She reviewed sponsorship opportunities geared toward local businesses, including a collective Board sponsorship of $250, and encouraged board members to share the sponsorship opportunity with local businesses in their networks. Board members interested in volunteering at the event should plan to arrive at 4:00 PM. The Board Engagement Worksheets will continue to be reviewed and worked on during the next Board meeting.

V. Finance

A. Monthly Report

R. Eglin provided the September financial update, reporting that revenue was above budget and operating expenses were below budget. Overall, the school's financial metrics remain healthy. The debt ratio was 0.693, compared to the standard benchmark of 1.1. Days cash on hand totaled 110 days, exceeding the 45-day standard. The operating margin was 12.65%, above the 0% benchmark, and debt service coverage was 12.45, well above the minimum requirement of 1.15. Overall, the report reflected a strong financial position, with all key indicators meeting or exceeding established standards.

VI. Strategic Discussion

A. Succession Planning

The Board and administrators broke into small groups to discuss CEO succession planning and next steps in the process. The committee expressed interest in engaging an outside consulting firm to provide guidance and support. Also discussed the importance of identifying candidates whose personal and professional values align with the school's mission, vision, and organizational values as part of the CEO succession planning process.

B. Special Education - APS summary

R. Farrell presented an update on projected student enrollment in APS, with an estimated 22 students expected to attend. He highlighted the growing need for increased levels of student support, noting a rapid rise in the identification of students requiring specialized services and additional resources to meet their individual needs.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:55 PM.

Respectfully Submitted,
N. Flores