

Latin American Youth Center Career Academy PCS

Board of Trustees Meeting

MINUTES

February 8, 2023

6:15 PM

Trustees Participating: Lori Kaplan, Linda Moore, Talib Robinson, Juan Carlos Pereira, Emmanuel Caudillo, Kate Brannon, Dean D’Angelo, Benjamin Ruiz

Staff, Contractor & Students Participating: Nicole Hanrahan, Erica Lloyd (Director of Career and College Access) Richard Moreno (Building Hope); Daniela Santos, Jeffrey Williams, Vanessa Brotsky (students)

ITEM/SUBJECT	DISCUSSION	ACTION/PROPOSED ACTION
Motion to open the meeting	.	The meeting was called to order by Lori Kaplan following a motion by Talib Robinson and seconded by Dean D’Angelo.
Approval of Meeting Minutes		Minutes were approved unanimously following a motion by Dean D’Angelo and second by Kate Brannon respectively.
Student Perspective: Report from students about their experience in school.	<p>Erica Lloyd, LAYCCA Director of Career and College Access.</p> <ul style="list-style-type: none">• Daniella Santos, a student in the Medical Assistant Program gave an overview of her experience in that program and the academy’s support services.• Jeffrey Williams, who has completed the GED and is now in the IT program, has completed several IT certifications. Jeffrey expressed support for raising the academy’s age limit to 30 to provide opportunities to get additional certifications.• Vanessa Brodsky is a GED student and will soon enroll in the College Pathway Program. She is dually enrolled in Bard College now and plans to	

	enroll in UDC to study liberal arts.	
Board Chair's Report	<p>1. Lori Kaplan elicited ideas for new board members, especially people with IT and medical backgrounds.</p> <p>2. Lori asked about trustees' preferences for hybrid v in-person board meeting. The overall preference was for a hybrid option.</p>	<p>Kate Brannon offered to look for IT professionals.</p> <p>Nicole will look for medical professionals.</p> <p>Talib will check with a former LAYCCA student who is in the medical field.</p> <p>Juan Carlos will reach out to IT professionals.</p> <p>There is an additional need for a board member with a marketing background.</p> <p>Nicole will disseminate a pitch for recruiting board members.</p>
	Board Committee Updates	
<ul style="list-style-type: none"> Strategic Planning 	<p>Nicole has released the RFP for a strategic planning consultant. Four proposals have been received to date. The deadline for receiving proposals is February 13, 2003.</p>	<p>Nicole will convene the strategic planning committee to review and make recommendations regarding the proposals.</p>
<ul style="list-style-type: none"> Proposal to Raise the Age Limit 	<p>Nicole presented an update on the proposal to raise the age limit for students enrolled at the academy. Students have been consulted and 96% of students reporting are supportive of the proposal. 100% of staff support the proposal and the PCSB staff leadership expressed support of proposal.</p> <p>If the school increases its age limit, this will likely lead to a higher enrollment and subsequent increases in revenue and expenses like staffing, technology and classroom materials.</p>	<p>Talib made a motion to change the academy's mission statement</p> <p>From: LAYC Career Academy engages and empowers young people between the ages of 16 and 24 by providing a college preparatory education, career training in high-growth occupations and/or college-credit classes.</p> <p>To:</p> <div style="border: 1px solid black; padding: 5px;"> <p>LAYC Career Academy engages and empowers older youth and young adults by providing a college preparatory education, career training in high-growth occupations and/or college-credit classes.</p> </div>

		Kate made a motion to submit a formal proposal to the PCSB for a charter amendment that reflects the new mission statement and that extends the student enrollment age limit from 24 to 30. The motion was seconded by Talib and carried unanimously.
<ul style="list-style-type: none"> Governance 	Linda Moore, Governance Committee chair, presented drafts of the Board Conflict of Interest Policy and Agreement and Board Self-Evaluation. Trustees will receive both forms electronically and are requested to complete and return them by 3-8-23. She also presented a proposed onboarding procedure for new trustees.	Trustees are requested to complete and return the Board Self-Evaluation and Conflict of Interest Documents by 3-8-23.
<ul style="list-style-type: none"> Pathways 	No report is available.	
ED's Update	<ul style="list-style-type: none"> There are 8 graduates to date this year. Nicole is working with leaders of other adult school leaders to get the adult rate on the UPSFF increased. Nicole and students will give testimony at the City Council's budget hearing. The mask mandate is scheduled to be lifted during the week of 3/6/2023. The recruitment specialist resigned last week and a team of staff members will assume those responsibilities until the position is filled. A veteran staff member is going on long term disability leave. 	
Financial Report	Kate presented the financial report for the period ending 12/31/2022.	

	<ul style="list-style-type: none"> • LAYC CA had \$2.7 M in cash. • The school maintained a healthy balance sheet with sufficient cash on hand. • Debt ratio was 12%, below the recommended target on 50%. 	
Other Discussion	Lori suggested a beginning a board conversation about establishing a student stipend account. Nicole suggested a stipend account of about \$100/week per student. Talib also expressed support for stipends for students. Richard Moreno suggested checking with the Give Back Foundation for possible funding.	
Motion to close the meeting & adjournment		Talib made a motion to adjourn. Motion was seconded by Dean and was passed unanimously. The meeting was adjourned at 7:45pm.