

HIVE Preparatory School
Friday, July 23, 2020
Board Meeting
MINUTES

BOARD MEMBERS PRESENT: Pedro Dedesma, Victor Giorgini, Joaquin Novoa, and Jenny Maya-Munne.

BOARD Meeting Location: Blackboard Collaborate – Open Sessions
<https://us.bbcollab.com/guest/602166b0bf144024bcd9f984cf4e1bab>

- Meeting was called to order at 10:00 am
- Mr. Dedesma reviewed the minutes of the prior meeting. The board approved the prior meeting minutes unanimously.
- Mr. Gonzalez presented the final re-opening plan that will be submitted to the State for approval. This plan consists of three scenarios for re-opening (full virtual, full normal, and hybrid). The school surveyed all of its parents, through one-one phone calls, and learned that 69% preferred full virtual. Thus, HIVE can implement the hybrid program with the remaining 41%. This would require the school to remove all unnecessary furniture from each classroom and spread out student desks as much as possible. All students will be required to wear masks and/or shields throughout the entire school. Classrooms will be equipped with tracking cameras, interactive boards, and headsets so that the teacher can teach both the virtual students as well as the in-school students.
- Regardless of the program, Mr. Gonzalez explained that very specific equipment is needed to conduct schooling properly and to be prepared for any changes that are inevitable:
 - Tracking cameras
 - Headsets
 - Interactive boards
 - Online curriculum
 - Hard copy curriculum
- Mr. Gonzalez explained that the school has used the guidance of the CDC Guidelines for Schools in order to create a sanitation plan. The school has identified high traffic areas that will be cleaned with more frequency. The school has also purchased cleaning and disinfecting supplies that align with the school district's cleaning protocol. Mr. Mas has been assigned to oversee the sanitation plan and will report to Mr. Gonzalez.

- End of year Budget: Mr. Lopez presented the end of year budget. The school finished with a surplus above projected. The main factor was an increase in enrollment from the previous year and the funding provided by grants (CSGF, Safe Schools, Title IV). Mr. Lopez expressed to the Board that end of year stipends were implemented and they any remaining stipends are can be afforded. The board approved the stipends unanimously.
- Mr. Gonzalez presented new positions and organizational structure for the new school year. A Central Office has been developed as designed with the CSGF grant. This office will contain a Director of Schools (Mr. Gonzalez), Operations Manager (Mr. Mas), and Development Director (Dr. Falcon). This department will oversee the growth of the school and its back office operations with the exception of finances, facilities, and legal which will continue to be the responsibility of Bridgerock. Other new positions are a Reading Coach (Mrs. Gonzalez) and a Math Coach (Mr. Adderly) due to the concern over learning loss due to COVID shutdowns.
- As a result of the central office creation, the school has promoted Mrs. Zequeira as its School Principal. She has been the Assistant Principal for 5 years and has been transition to the Principal role for some time now. Mr. Bonilla and Mr. Hickey will continue to be the Assistant Principals.
- Mr. Gonzalez presented to the board the disclosure of the employment of relative. Mrs. Mas and Mr. Mas are related through marriage. Mr. Mas, as operations manager, does not directly supervise or interact with Mrs. Mas, as instructional teacher. Mr. Mas' direct supervisor is Mr. Gonzalez and Mrs. Mas' direct supervisor is Mrs. Zequeira. Mr. Gonzalez and Mrs. Gonzalez are related through marriage also. Mrs. Gonzalez's, as reading coach, direct supervisor is Mr. Hickey and Mrs. Zequeira. Both Mrs. Mas and Mrs. Gonzalez will be evaluated by and considered for re-hiring by the school Principal Mrs. Zequeira. The board approved these roles unanimously. Mr. Novoa indicated that it is imperative that the school maintains records of supervisor meetings to ensure a clear roles and responsibilities.
- Title 1: the Title 1 budget was prepared by Mr. Gonzalez with the new funding for the upcoming school year. Mr. Gonzalez explained that the funds will be used in the same way that they were used last year, which is to provide extra staffing for the school. Specifically, the school will continue to employ extra science and math teachers and extra support personnel. Funds were also provided to the CSI and parental involvement resources. Board approved.
- FY21 Budget: with a lot of uncertainty but some information, due to school closures, the budget for FY21 was completed. The State announced that a safety net for enrollment, an increase in FTE revenue, and a teacher salary increase program. Thus, the school created a budget with these projects and an enrollment of 841. Since this is the same

enrollment as last year, the staffing and expenditures was projected to change slightly. As a result the budget is projected to mirror FY20.

- Mr. Gonzalez presented the MDCPS salary structure that is a response to the new state guidelines. This structure requires that new teacher salaries increase to \$47,500 and it has a process to slightly increase all salaries according the experience. In addition, the plan has a newly adjusted tax referendum stipend and a 2.5% return to work bonus. Mr. Gonzalez and Mr. Lopez presented that the state will be providing funds to match the increase in salaries, the school can continue to match the tax referendum stipend and that the school can cover the 2.5% bonuses. The Board approved using this pay structure for the upcoming school year.

A handwritten signature in black ink, appearing to read 'Peter Dedesma', with a long horizontal flourish extending to the right.

Peter Dedesma (July 28, 2020)