

Boston Day and Evening Academy  
Board of Trustees Retreat Minutes  
Tuesday, October 13, 2020

---

**Attendance:** Alison Hramiec, Danny Rivera, Cris Rothfuss, Jennie Hallisey, Evelyn Zayas, Maddrey Goode, Spencer Blasdale, Sonya Page, Brandy Allen, Toni Elka, David Jones, Lauren Barry

**Others in Attendance:** Janet Platt, Rawchayl Sahadeo, Margaret Samp, Adrienne Level, Norman Lowe

**Student Guests:** Brendaly Figueroa, Jenny (Yanaris) Figueroa, Asberry Lawton

**Clerk:** Claire Gracia & R. Sahadeo

---

### **Call to Order**

Cris called to order at 5:34 pm.

### **Welcome and Review Agenda - Cris**

Cris welcomes the board. The BoT reviewed the minutes from the September 15 meeting. Toni Elka made a motion to accept the Sept 15 meeting notes; 2nd by Evelyn. All Members approved the minutes.

### **Student Perspective on start of school year - Rawchayl**

Through prompts and conversation, students introduced themselves and shared how their experience with remote learning is going, what is working well, and how BDEA can improve.

Staff shared their thoughts on BDEA's remote learning and the mission and goals of the Learning Lab, along with its successes.

### **BDEA Finances: Audit Summary SY21 Budget - Evelyn, Alison**

Evelyn and Alison reviewed highlights on the audit. The audit was completed in a timely manner with no deficiencies in the internal control. The recommendations to the Board were shared, including the amount of signatures required for checks, the investment policy, and the financial standing of the school.

Cris brought the approval of the audit to motion; 2nd by Sonya. Vote: unanimously approved.

Budget for the 2021 school year was shared with the board. The budget was discussed and Spencer Blasdale brought the SY21 Budget to a motion, 2nd by Toni. The budget was unanimously approved by the 10 present members.

### **SY21 Fundraising Strategy - Lauren**

Lauren shared the SY 21 fundraising strategy, provided an update on funds raised to date and discussed the development of the Foundation Board.

### **BoT SY21 Priorities and Subcommittees - 7:05 - 7:20 pm**

The board broke into subcommittees and individually reviewed goals from previous years, drafted goals for the year based on BDEA priorities and planning for their first sub-committee meetings.

Subcommittees:

- COVID Rapid Response
- Finance
- Facilities

### **New Business Adjourn - Alison**

Cris moved to adjourn the meeting at 7:23 pm.

Seconded by Toni Elk.

Vote unanimously.

Respectfully submitted,

Claire Gracia