ESPIRITU COMMUNITY DEVELOPMENT CORPORATION

MEETING MINUTES

Friday November 20, 2020

4:30 PM

4848 S. 2nd Street Phoenix, AZ 85040

The Board meeting was held via Google Meet.

I. PRELIMINARY ITEMS

A. Call to Order and Roll Call
Bertha Gutierrez called the meeting to order at 4:28 p.m.

Bertha Gutierrez – Board Chair
Frances Castillo – Vice Chair
Armando Ruiz – Member

Rosemary Cardenas – Member Absent
Norma Ruiz – Member Absent

Others Present:
Armando Ruiz Jr. – Finance Director
Marlene Sharp – Business Manager
Nayely Larios – Board Secretary
Adam Sharp – School Servant Leader
Rosalva Lopez – School Servant Leader
Diana Calderon – Assistant School Servant Leader
Erendira Carrasco – SPED Director
Laura Cami – EL Director

B. Board Adoption of Meeting Agenda
Frances Castillo made the motion to adopt the meeting agenda. Armando Ruiz seconded the motion. Passed: 3-0

C. Board Approval of Meeting Minutes
The board meeting minutes from the 09/23/2020 meeting will be presented at a future board meeting.

II. CONSENT AGENDA

A. None

III. ITEMS SCHEDULED FOR ACTION

A. Resignation from Board
Frances Castillo made the motion to accept Norma Ruiz's resignation from the board. Armando Ruiz seconded the motion. Passed: 3-0

B. Whistle Blower Policy
Armando Ruiz Jr. presented the new policy for board consideration. Frances Castillo made the

motion to approve the whistle blower policy effective immediately. Armando Ruiz seconded the motion. Passed: 3-0

C. Employee Handbook (Pay Advance)
This item was tabled for the next board meeting.

D. Financial Reports
Armando Ruiz Jr. presented the October financial reports.

Frances Castillo made the motion to adopt the October financial reports. Armando Ruiz seconded the motion. Passed: 3-0

E. Food Program Permanent Service Agreement (FPPSA)
Board members discussed the Food Program Permanent Service Agreement. Authorization for a board member to sign the agreement was requested. Frances Castillo made the motion to approve the authorization request for Food Program Permanent Service Agreement. Armando Ruiz seconded the motion. Passed: 3-0

IV. ITEMS SCHEDULED FOR INFORMATION

A. First Quarter Academic Review and Analysis
***Reyes Maria Ruiz Leadership Academy:** *Adam Sharp gave an academic data presentation and provided an analysis on the first quarter data for Reyes Maria Ruiz Leadership Academy.*

***NFL YET College Prep Academy:** *Rosalva Lopez gave an academic data presentation and provided an analysis on the first quarter data for NFL YET College Prep Academy.*

***EL:** *Laura Cami gave an academic data presentation and performance analysis for EL students.*

***SPED** *Erendira Carrasco gave an academic data presentation and performance analysis for SPED students.*

V. EXECUTIVE SESSION

There were no items scheduled.

VI. COMMUNICATIONS

A. Call to the Public.
There was no response to the call.

VII. CLOSING ITEMS

A. Summary of Current Events, Future Meeting Dates and Items for Future Agendas
The date of the next board meeting will be determined at a later date.

B. Adjournment

Frances Castillo made the motion to adjourn the meeting. Armando Ruiz seconded the motion. Passed: 3-0

The meeting adjourned at 5:25 p.m.