

ESPIRITU SCHOOLS
MEETING MINUTES
Friday September 19, 2025

11:30 A.M.

4848 S. 2nd Street Phoenix, AZ 85040

The Board meeting will be held via Zoom.

I. PRELIMINARY ITEMS

A. Call to Order and Roll Call

Javier Espinoza called the meeting to order at 11:33A.M.

Rosanna Blackson – Board Chair, Present

Javier Espinoza – Vice Board Chair, Present

Armando Ruiz Sr. – Member, Present

Bertha Gutierrez- Member, Present

Marisa Lopez – Member, Not Present

Others Present:

Anastacia Europa – Chief Operating Officer, Servant Leader

Alexis Ruiz – Board Secretary

Armando Ruiz Jr – Chief Finance Officer, Servant Leader

John Carter – May Potenza Baran & Gillespie

B. Board Adoption of Meeting Agenda

Bertha Gutierrez made the motion to adopt the September 19, 2025 meeting agenda. Javier Espinoza seconded the motion. Passed: 4-0 (Ayes: Blackson, Espinoza Gutierrez, Ruiz)

C. Board Approval of the June 13th & August 27th Meeting Minutes

Bertha Gutierrez made the motion to approve the June 13th & August 27th meeting minutes. Javier Espinoza seconded the motion. Passed: 4-0 (Ayes: Blackson, Espinoza, Gutierrez, Ruiz)

II. CONSENT AGENDA

No Items Scheduled.

III. ITEMS SCHEDULED FOR ACTION

A. Conflict of Interest Training

No vote was required for this item. The action associated with this agenda item was the training conducted by John Carter from May Potenza Baran & Gillespie.

B. Monthly Finance Report

Armando Ruiz Jr. presented the Monthly Finance Report, including the Profit & Loss, Balance Sheet, and the YTD AP Aging Summary.

Bertha Gutierrez made the motion to adopt the Monthly Finance Report. Javier Espinoza seconded the motion. Roll call vote conducted. Passed: 4-0 (Ayes: Blackson, Espinoza, Gutierrez, Ruiz)

C. Cost Savings & Diversification Plan

Armando Ruiz Sr. left the meeting room at 12:11PM and not vote on this item.

Anastacia Europa presented the Human Resources MK10 Professional Employer Organization (PEO) Contracted Services Agreement A PEO, or Professional Employer Organization, is a company that partners with businesses to handle a wide range of HR functions, including payroll, benefits, and compliance.

Bertha Gutierrez made the motion to approve the Cost Savings and Diversification plan. Javier Espinoza seconded the motion. Passed: 3-0 (Ayes: Blackson, Espinoza Gutierrez)

D. Educational Service Provider Contract

Anastacia Europa presented that the only change that would be happening to the educational service provider contract is that the percentage would increase by 4% from 16% to 20%.

Bertha Gutierrez made the motion to approve the Educational Service Provider Contract. Javier Espinoza seconded the motion. Passed: 4-0 (Ayes: Blackson, Espinoza, Gutierrez, Ruiz)

IV. ITEM SCHEDULED FOR INFORMATION

No items scheduled.

V. EXECUTIVE SESSION

VI. COMMUNICATIONS

No response to the call.

VII. CLOSING ITEMS

A. Summary of Current Events, Future Meeting Dates and Items for Future Agendas

The next Board Meeting will be held on October 31, 2025.

B. Adjournment

Bertha Gutierrez made the motion to adjourn the meeting. Javier Espinoza seconded the motion. Passed 4-0 (Ayes: Blackson, Espinoza, Gutierrez, Ruiz)

Meeting adjourned at 12:24 P.M.