

HAMMOND URBAN ACADEMY, INC.
School Board Meeting Minutes Noted

February 17, 2022

In Attendance:

Board Members:

Kris Sakelaris (Board President)
Steve Grimm (Teacher Board Member)
Jackie Perez (Parent Board Member)
Nicole Bazan (Parent Board Member)
Heather Garay
Africa Tarver
Anne Herbert
Janet Venecz
Jessica Moreno (Student Board Member)
Kevin Smith (Attorney)

School Representatives

Dr. Sean Egan (School Leader)
Debbie Czmieł (Business Manager)
Joseph Guardiola (Human Resources Specialist)
Jeff Wood (Assistant Principal)
Mira Projovic (Minutes Secretary)

Not in Attendance:

Monica Rubio
Dave Ryan
Owana Miller
Marty Weilgos

Board meeting was called to order at 4:10 p.m by Board President Kris Sakelaris.

- The President reported that the Board met in Executive Session immediately preceding this meeting pursuant to IC 5-14-1.5-6.1 to discuss the strategy with respect to the purchase of real estate. She further certified that this was the only subject discussed.

Motions Approved by School Board

- *Motion to approve January 2022 meeting minutes* — Anne Herbert motioned; seconded by Heather Garay. All in favor motion approved 9-0.
- *Motion to approve January 2022 Financial Reports* — Heather Garay motioned; seconded by Jackie Perez. All in favor motion approved 9-0.
- *Motion to approve 4th Quarter Instructional Plan* — Anne Herbert motioned; seconded by Janet Venecz. All in favor motion approved 9-0.
- *Motion to give Kris Sakelaris authority to approve the purchase agreement for certain real estate* — Steve Grimm motioned; seconded by Anne Herbert. All in favor motion approved 9-0.
- *Motion to adjourn* — Janet Venecz motioned; seconded by Jackie Perez. All in favor approved 9-0.

New Correspondence

- Finance Committee received a request from a teacher asking for a salary review. The committee notified Dr. Egan who informed the teacher that the request is on the committee's radar, but the committee doesn't address these requests until after July 1.

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School Leader Report

Committee Reports

- **Finance Committee-** Board members met & Heather Garay shared their report:
 - We approved Robin Eldert's request to be paid via ACH. ACH will require dual authorization.
 - Accounting clean-up in response to audit findings:
 - Club accounts will remain at Peoples Bank & will be added to our monthly financial statements
 - Will eliminate the use of debit cards for these accounts & replace with check books
 - These accounts will also require a dual signature like our school accounts.
 - If there is an immediate purchase need or online purchase need on one of these accounts, the representative can request Debbie make the purchase on the corporate account & reimburse the school from the club account.
 - Student fees will be recognized & recorded as a receivable at the start of the school year.
 - We formalized a bad debt policy that I will draft & send to Kevin for legal review and will present to the board as our recommendation at the next meeting.
- **Personnel Committee-** Committee met on several occasions to discuss several issues including Dr. Egan's upcoming annual review. The committee has decided that beginning this year they will also hold individual annual reviews with each member of the administration team.
- **Fundraising Committee-** Committee on hold until further notice.
- **COVID Task Force Committee-** Committee met & Dr. Egan unveiled their 4th quarter instructional plan to the board. The plan includes:
 - Continued elearning on Wednesdays for deep cleaning of the building
 - Continued mandatory mask wearing inside the building
 - Continued policy of 10-day quarantine for all COVID cases

Discussion Notes

- Mr. Jeff Wood, Assistant Principal/title I/Curriculum Director, presented to the board. He gave a summary of his role at HAST.
- Dr. Egan gave an update regarding the 71 students who transferred out of HAST on a roster created by Ms. Otero, going back to last year. 33 of these were transferred by July 1, 2023, most of those 33 were actually withdrawn on 5/28/21. Meaning 38 transferred out this year. Of the 71, reasons were:
 - 12 moved away
 - 27 left because of low grades/not being on track to graduate
 - 13 left because of behavioral issues
 - 5 returned to their non-Hammond school districts (i.e. Munster, Lake Central)
 - 4 left because of excessive truancy
 - 3 left for athletics
 - 2 left because of family concerns, re: COVID safety
 - 1 failed to register on time

Board Financial Inquiries

New Business

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Public Comment

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Meeting Adjourned at 4:58 p.m.