



CITY OF HIALEAH EDUCATION ACADEMY, INC.

**Meeting of the Board of Directors  
August 22, 2024**

**Directors**

Teresa “Tessie” Santalo Sanchez *(Present)*

Armando “Manny” Llanes *(Present)*

Vincent “Vince” Teck *(Present)*

Noelle Iglesias *(Present)*

*\*\*To allow greater community involvement, today’s meeting was physically held at the school and via communications media technology.*

**Minutes**

**1. Opening Exercises**

- a. Meeting call to order at 9:01am
- b. Established a quorum

**2. Public Comment - None**

**3. Consent Agenda - All items listed with letter designations are considered routine and were enacted by one motion.**

- a. **APPROVED:** The Board approved & ratified all actions included in the Minutes from the August 13, 2024 Board of Directors Meeting Minutes.
- b. **APPROVED:** The Board approved to receive & file the quarterly financials for the period ending June 30, 2024.
- c. **APPROVED:** The Board approved the Board Policies:
  - i. Board Policies & Procedures, including:
    1. Conflict of Interest
    2. Ethics
    3. Whistle Blower



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4. Bylaws
  - ii. Student Policies, including:
    1. Anti-Discrimination Policy / Title IX
    2. Out of State and Country Field Trip Policy
    3. Student Enrollment Lottery Policy
    4. Internet Safety Policy
  - iii. Financial Policies
  - iv. Policy and Procedures for Charter School Compliance with School Safety and Security Requirements template.
- d. **APPROVED:** The Board approved to Accept the Annual Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information.
- e. **APPROVED:** The Board approved to Renew the Leadership Training Services Agreement & School Site Memorandum of Understanding with Doral Leadership Institute for Professional Development Services.
- f. **APPROVED:** The Board approved to Ratify the Mental Health Plan.
- g. **APPROVED:** The Board approved the Teacher Salary Increase Allocation Plan.
- h. **APPROVED:** The Board approved the Referendum Settlement Agreement with Miami-Dade County Public Schools.
- i. **APPROVED:** The Board approved the Board Resolution for Out of Field / ESOL / Gifted Waiver Assignments for the 2024-2025 school year; further authorizing the Board Chair to review and make necessary changes and execute for submission.
- j. **APPROVED:** The Board approved to utilize Doral Leadership Institute Consortium of Public Charter Schools Instructional Personnel Evaluation System and School Administrator Evaluation System as the Teacher and Administrator Evaluation Tool.

*Motion to approve the consent agenda by Manny Llanes; second by Vince Teck; motion passed unanimously*

4. **Action & Discussion Items**

- a. Principal Report (*Principal Alvarez*)
  - i. This year's theme is "On the Rise"; an "A" School again for 5 consecutive years; record breaking data.
- b. Board Business



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- i. **APPROVED:** The Board approved to ratify the newly elected Board Members/Directors:
  1. Teresa Santalo Sanchez
  2. Armando Llanes
  3. Vincent Teck

*Motion to approve by Manny Llanes; second by Vince Teck; motion passed unanimously*
- ii. **APPROVED:** The Board approved the nomination of New Board Member Noelle Iglesias.

*Motion to approve by Manny Llanes; second by Vince Teck; motion passed unanimously*
- iii. **APPROVED:** The Board approved the Appointment of Officer Positions:
  1. President/Board Chair – Teresa Santalo Sanchez
  2. Vice-President/Vice-Chair – Noelle Iglesias
  3. Secretary/Treasurer -Tabled

*Motion to approve by Manny Llanes; second by Vince Teck; motion passed unanimously*
- iv. **APPROVED:** The Board approved to adopt the Revised Bylaws.

*Motion to approve by Manny Llanes; second by Noelle Iglesias; motion passed unanimously*
- v. **APPROVED:** The Board approved to adopt the 2024-2025 Board Meeting Calendar.

*Motion to approve by Manny Llanes; second by Vince Teck; motion passed unanimously*
- vi. **APPROVED:** The Board approved the ESP Agreement with Academica.

*Motion to approve by Noelle Iglesias; second by Vince Teck; motion passed unanimously*

c. Financial Report

- i. **APPROVED:** The Board reviewed and approved the Final 2023-2024 and Proposed 2024-2025 Annual Budgets.

*Motion to approve by Noelle Iglesias; second by Manny Llanes; motion passed unanimously*

d. Construction Update & Approvals (*Julio Robaina, Hugo Arza, Rolando Llanes*)

- i. Review of Holland & Knight proposal by Hugo Arza
  1. **APPROVED:** The Board reviewed and approved the proposal by Holland & Knight.

*Motion to approve by Manny Llanes; second by Noelle Iglesias; motion passed unanimously*
- ii. Review of Project and Design by Rolando Llanes

e. Other Items by Board Members, Staff, or ESP

5. **Notifications and Announcements**

- a. Next Board Meeting: October 2<sup>nd</sup>

6. **Adjourn Meeting at 9:35am**



CITY OF HIALEAH EDUCATION ACADEMY, INC.

The undersigned hereby certifies that he/she is an Officer and/or Director of CITY OF HIALEAH EDUCATION ACADEMY, INC., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the above mentioned charter school.

The minutes were adopted by the Board of Directors at a meeting held on October 2, 2024.

CITY OF HIALEAH EDUCATION ACADEMY, INC.  
A Florida not-for-profit corporation