



CITY OF HIALEAH EDUCATION ACADEMY, INC.

**Meeting of the Board of Directors
September 18, 2025**

Directors

Teresa “Tessie” Santalo Sanchez (*President / Board Chair / Director*) (*Present*)
Noelle Iglesias (*Vice-President / Vice-Chair / Director*) (*Present*)
Armando “Manny” Llanes (*Director*) (*Present*)
Vincent “Vince” Teck (*Director*) (*Present*)
Arnaldo “Arnie” Alonso (*Director*) (*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 called to order at 11:11am
- 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 the Minutes from the May 29, 2025 Board of Directors Meeting Minutes.
- b. **APPROVED:** The Board approved the Board Resolution for Out of Field and/or ESOL Waiver Assignments for the 2025-2026 school year; further authorizing the Board Chair and/or Vice-Chair authority to review and make necessary changes and execute for submission (including any necessary additions).
- c. **APPROVED:** The Board approved to Ratify the Board Chair’s Approvals of the Charter School Title I Budget / Appropriation Details Form for the 2025-2026 school year for the Title 1



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distinguished schools; further authorizing the Board Chair the authority and direction to review and make necessary changes and execute for submission (including any necessary revisions).

- d. **APPROVED:** The Board approved the Drug-Free and Alcohol-Free Workplace Policy.
- e. **APPROVED:** The Board approved to submit the Teacher Salary Increase Allocation Plan.
- f. **APPROVED:** The Board approved the 2025-2026 Wellness Policy.
- g. **APPROVED:** The Board approved to Ratify:
 - i. Master Lease Agreement between City of Hialeah Education Academy, Inc. and City of Hialeah, Florida
 - ii. Revised Addendum to Master Lease Agreement between City of Hialeah Education Academy, Inc. and City of Hialeah, Florida
 - iii. Usage Agreement between City of Hialeah Education Academy, Inc. and City of Hialeah, Florida

Motion to approve by Manny Llanes; second by Arnie Alonso; motion passed unanimously

4. **Action & Discussion Items**

- a. Principal Report (*Principal Carbajosa*)
 - a. Theme for the year is “Forward & Fearless”
 - b. Updates on enrollment, staffing, safety and security, PM data, school grade, interventions, events, etc...
- a. President of COHEA/CIVICA Educational Foundation Report (*Carlos Alvarez*)
 - i. Holding quarterly meetings with the 3 schools/Principals
 - ii. Upcoming Foundation meeting
- b. Action & Discussion Items
 - i. **APPROVED:** The Board reviewed & approved the Background Screening Policy for applicants seeking employment on or after July 1, 2025.
Motion to approve by Noelle Iglesias; second by Manny Llanes; motion passed unanimously
 - ii. Discuss: Mandatory Completion of I-9s for All Employees.
 - iii. Financial Report – Revised budgets will be presented at the mid-year meeting; mini update provided today regarding recent events impacting the budgets.
- b. Other Items by Board Members, Staff, or ESP



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5. **Notifications and Announcements**
6. **Adjourn Meeting**

*The minutes were adopted by the Board of Directors at a meeting held on November 17, 2025.