LEEP Dual Language Academy Charter School
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A Public Charter School Authorized by the New York State Board of Regents

LEEP Dual Language Academy Charter School
General Board Meeting Minutes
Thursday, September 17, 2026

Attendance/Roll Call:

- Trustees in attendance: David Estrada, Magdalena Varela-Hand, and Michael Kirkbride
    - Via video conference: Alejandro Montoya and Emily Fernandez
- Trustees absent: Charles Sahm and Melody Sosa
- Employees Present: Johana Andujar, Luis Ventura, Diana Ferreira, and Yaritza Mendez.
- Consultants: Kyle Pellerin and Ryan Miller from 4th Sector Solutions

Call to Order

Trustee Estrada called the meeting to order at 6:03 pm.

New Business - Principal's Report

General Updates

Principal Johana Andujar shared dates for summative assessments this school year, including NYSITELL & WIDA. LEEP has launched its afterschool program and has enrolled 45 students.

Culture & SEL

LEEP is approaching completion of the first six weeks of school and has hosted its first event with the Parent-Teacher Organization: Fathers Bring Your Child to School Day.

Student Enrollment

Ms. Ferreira shared an update regarding student enrollment. We've had 113 applications, and our conversion rate is 74%. We met our goal in K & 2 and are 3 away from our goal in kindergarten. Our overall enrollment goal for this time was 409 students; we are close to 400 students. We continue to accept applications and enroll where possible.

Routine Business

Trustee Kirkbride moved to approve the September agenda, Trustee Varela-Hand seconded the motion, and the motion passed at 6:22 pm. Trustee Varela-Hand moved to approve the August minutes, and Trustee Kirkbride seconded. The minutes were approved at 6:23 pm.

Committee Reports

Finance Committee Report

The finance committee met this month and reviewed our financial structures along with our current financial report. Ryan Miller from 4th Sector Solutions provided an update on our August year-to-date financials. We are currently projected to end the year with a more than $100,000 surplus.

Academic & Accountability Committee Report
The Academic & Accountability Committee did not meet this month.

Executive Committee Report
The Executive Committee did not meet this month.

Public Comments
No families chose to comment.

Adjournment
Trustee Varela-Hand made a motion to adjourn the meeting, and Trustee Kirkbride seconded the motion. The motion passed, and the meeting was adjourned at 6:32 pm.