

**GENERAL DAVID B. BIRNEY CHARTER SCHOOL**  
**900 W. Lindley Avenue**  
**Philadelphia, PA 19141**  
**BOARD OF TRUSTEES MEETING**  
**OCTOBER 24, 2017**  
**6:00 PM**

**MINUTES**

**SECTION I: CALL TO ORDER**

*Opening Colloquy*

This October 24, 2017 Board of Trustees meeting of the General David B. Birney Charter School Board of Trustees is hereby called to Order. The time is 6:07 pm. My name is Lisa Johnson. I am the President of this Board of Trustees and I will facilitate this meeting.

This is a public meeting of the Board of Trustees of the General David B. Birney Charter School that was properly advertised pursuant to the Pennsylvania Sunshine Act. The public meeting schedule is posted at the school and on the website in the monthly calendar.

All members of the public are welcome, to sit and listen to the Board of Trustees conduct its business tonight. Members of the public who have registered with the Administrative office to participate in public comment by 5 pm on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters to our legal counsel. Comments will be limited to three minutes unless the Board decides to grant additional time.

At this time, I will ask that Roll Call be taken.

**A. Roll Call**

Lisa Johnson — President  
Jane McAndrew — Treasurer  
Ana Christina Melhor — Secretary  
Barbara Saunders — Vice President

**Board Members Present:**

Lisa Johnson — President  
Ana Christina Melhor — Secretary  
Barbara Saunders — Vice President

**By Invitation: Non-Board Members:**

Nancy White, Assistant Principal  
Michael Bly, Chief of Staff  
David Hussey, Esq.  
Peter Costa, Santilli and Thomson  
Kristine Magargee, APS Director of Pupil Services  
Monique Parker

**Board Members Absent**

Jane McAndrew — Treasurer

**B. Chairperson's Disclosure: Executive Session**

**Lisa Johnson** — *I'd like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this meeting.*

**C. Approval of Agenda**

MOTION  
BLS  
SECOND  
ACM  
VOTE:  
 PASS  
 FAIL

**Resolution 17102401  
Approval of the Agenda**

RESOLVED, that the Board of Trustees of General David B. Birney Charter School hereby approves the **October 24, 2017** Agenda.

*Notes of Discussion / Advance Regulatory and Financial Comment:*

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the October 24, 2017 agenda</i>

**D. Approval of Minutes**

MOTION  
BLS  
SECOND  
ACM  
VOTE:  
 PASS  
 FAIL

**Resolution 17102402  
Approval of the September 19, 2017 Board Meeting Minutes**

RESOLVED, that the Board of Trustees of General David B. Birney Charter School hereby approves the Minutes of the **September 19, 2017** meeting of the Board of Trustees of General David B. Birney Charter School.

*Notes of Discussion / Advance Regulatory and Financial Comment:*

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the September 19, 2017 minutes</i>

**SECTION II: Reports**

**A. Community Comment**

*Community Comment Colloquy (General Counsel)*

Good Evening, my name is David Hussey with Sand & Sidel, P.C., General Counsel to the General David B. Birney Charter School Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed.

This Board may choose not to comment, question or respond in any way to your public comment. I will begin the time now.

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

B. General David B. Birney Charter School CEO

*N. White presented the written monthly CEO report, a copy of which is incorporated by reference herein.*

*M. Bly and the Board discussed and reviewed matters relating to student withdrawals, including various reasons for which students generally withdraw from school.*

C. American Paradigm Schools CEO

*K. Magargee presented the written monthly report of American Paradigm Schools, a copy of which is incorporated by reference herein, highlighting:*

*+ Plans for renovations to the school building; and*

*+ Special education enrollment and the school's MTSS intervention system.*

D. Business Controller

*P. Costa presented the written monthly report of the business controller, a copy of which is incorporated by reference herein, highlighting:*

*+ Student enrollment is in line with budgetary estimates;*

*+ Federal revenue will be received later in the school year;*

*+ Expenses are in line with the budget;*

*+ Reviewed that the school will receive an upcoming fund redirection from PDE relating to the School District's 2016-17 reconciliation; and*

*+ Reviewed disbursements for the August and September.*

*P. Costa additionally reviewed and discussed with the Board that a budget amendment will be prepared following the School District's November reconciliation in order to adjust for special education and technology expenses.*

*D. Hussey and the Board discussed and reviewed the status of litigation regarding the School District's 2016-17 reconciliation.*

**SECTION III: UNFINISHED BUSINESS — NONE**

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION  
ACM  
SECOND  
BLS  
VOTE:  
 PASS  
 FAIL

**Resolution 17102403 Report of Kareem Thomas, Chief Executive Officer of General David B. Birney Charter School**

RESOLVED that the Board of Trustees of General David B. Birney Charter School hereby accepts the report of Kareem Thomas, Chief Executive Officer of General David B. Birney Charter School and hereby incorporates into these minutes by reference the written report and the documents presented by Kareem Thomas, CEO to the board.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board and N. White</i>	<i>Reviewed and discussed the CEO report of Kareem Thomas</i>

MOTION  
ACM  
SECOND  
BLS  
VOTE:  
 PASS  
 FAIL

**Resolution 17102404 Report of Richard Trzaska, Chief Executive Officer of American Paradigm Schools**

RESOLVED that the Board of Trustees of General David B. Birney Charter School hereby accepts the report of Richard Trzaska, Chief Executive Officer of American Paradigm Schools and hereby incorporates into these minutes by reference the written report and the documents presented by Richard Trzaska, CEO.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board and K. Magargee</i>	<i>Reviewed and discussed the APS report of Richard Trzaska</i>

MOTION  
ACM  
SECOND  
BLS  
VOTE:  
 PASS  
 FAIL

**Resolution 17102405 Report of Peter Costa, Business Controller**

RESOLVED that the Board of Trustees of General David B. Birney Charter School hereby reviews and accepts the Financial Report of Peter Costa and hereby incorporates into these minutes by reference the Treasurer's Report and the documents presented by Peter Costa to the board.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board and P. Costa</i>	<i>Reviewed and discussed the Financial Report of Peter Costa</i>

MOTION  
 BLS  
 SECOND  
 ACM  
 VOTE:  
 PASS  
 FAIL

**Resolution 17102406 Human Resources**

RESOLVED, the Board of Trustees of General David B. Birney Charter School accepts the human resources changes, modifications and additions as presented below.

<u>New Hires</u>	<u>Position</u>	<u>Start Date</u>	<u>Salary</u>
Andrea Duarte	7 <sup>th</sup> and 8 <sup>th</sup> Grade Social Studies Teacher	10/16/17	\$52,161
Autumn Stevenson	Instructional Assistant	10/16/17	\$15.00/hr
Maria Del Moral	Cafeteria/ Recess Aide	10/9/17	\$9.00/hr
Naomi Pierre	Cafeteria/ Recess Aide	10/9/17	\$9.00/hr

**Resignations**

<u>/</u>	<u>Position</u>	<u>End Date</u>
Angelina Hardy	Cafeteria/ Recess Aide	10/13/17
Alan Roche	7 <sup>th</sup> and 8 <sup>th</sup> Grade Teacher	9/19/17

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<i>Who</i>	<i>What</i>
<i>Board; N. White; M. Bly</i>	<i>Discussed the cafeteria and recess aide position and discussed the proposed personnel changes</i>

MOTION  
 BLS  
 SECOND  
 ACM  
 VOTE:  
 PASS  
 FAIL

**Resolution 17102407 Contract: Brett DiNovi & Associates, L.L.C.**

RESOLVED, that the Board of Trustees of General David B. Birney Charter School approves the proposal of Brett DiNovi & Associates, L.L.C. for the provision of behavioral and educational consulting services, as presented;

FURTHER RESOLVED, that the CEO, business controller and legal counsel are hereby granted authority and directed to negotiate a contract between General David B. Birney Charter School and Brett DiNovi & Associates, L.L.C.;

FURTHER RESOLVED, that Kareem Thomas, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to effect this resolution;

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller; and

FURTHER RESOLVED, that there shall be no payment under the contract until such contract is fully executed.

*Notes of Discussion / Advance Regulatory and Financial Comment:*

<i>Who</i>	<i>What</i>
<i>Board and K. Magargee</i>	<i>Discussed and reviewed the proposed contract with Brett DiNovi and Associates, including the nature of services</i>

**Resolution 17102408 Contract: Educators On Call, L.L.C.**

RESOLVED, that the Board of Trustees of General David B. Birney Charter School approves the proposal of Educators On Call, L.L.C. for the provision of substitute teaching services, upon terms and conditions as presented;

FURTHER RESOLVED, that the CEO, business controller and legal counsel are hereby granted authority and directed to negotiate a contract between General David B. Birney Charter School and Educators On Call, L.L.C.;

FURTHER RESOLVED, that Kareem Thomas, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to effect this resolution;

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller; and

FURTHER RESOLVED, that there shall be no payment under the contract until such contract is fully executed.

*Notes of Discussion / Advance Regulatory and Financial Comment:*

<i>Who</i>	<i>What</i>
<i>Board and N. White</i>	<i>Discussed and reviewed the proposed contract with Educators on Call, including the school's need for the proposed services</i>

MOTION  
BLS  
SECOND  
ACM  
VOTE:  
 PASS  
 FAIL

**SECTION VII: DISCUSSION AND ANNOUNCEMENTS**

*The Board commended the school on its excellent student attendance rates and progress throughout the current school year. N. White discussed and reviewed efforts to promote and encourage attendance.*

**Adjournment @ 6:48 PM**

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MOTION  
BLS  
SECOND  
ACM  
VOTE:  
 PASS  
 FAIL

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