**General David B. Birney Charter School**

**900 W. Lindley Avenue**

**Philadelphia, PA 19141**

**Board of Trustees Meeting**

**June 27, 2017**

**6:00 PM**

**MINUTES**

**Section I: Call to Order**

*Opening Colloquy*

This June 27, 2017 Board of Trustees meeting of the General David B. Birney Charter School Board of Trustees is hereby called to Order. The time is 6:03 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.

1. **Roll Call**

Lisa Johnson — President

Jane McAndrew

Ana Christina Melhor

Anita Vega-Kaiser — Vice President

Barbara Saunders — Secretary/Treasurer

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| **Board Members Present:**  Lisa Johnson — President  Ana Christina Melhor  Barbara Saunders — Secretary/Treasurer | **By Invitation: Non-Board Members:**  Kareem Thomas, CEO  David Hussey, Esq.  Peter Costa, Santilli and Thomson  Richard Trzaska, APS CEO |
| **Board Members Absent**  Jane McAndrew  Anita Vega-Kaiser — Vice President |  |

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

Lisa Johnson *— I’d like to state, for purposes of the Minutes of this meeting that during this meeting, the Board of Trustees will meet in Executive Session for the following purposes under 65 P.S. § 708:*

(x) Consultation with Professional Advisor or Attorney. To consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed.

**C. Approval of Agenda**

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| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062701**  **Approval of the Agenda**  RESOLVED, that the Board of Trustees of General David B. Birney Charter School hereby approves the **June 27, 2017** Agenda. |

**D. Approval of Minutes**

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| Motion  ACM  Second  BLS  Vote:  [x] pass  [ ] fail | **Resolution 17062702**  **Approval of the May 23, 2017 Board Meeting Minutes**  RESOLVED, that the Board of Trustees of General David B. Birney Charter School hereby approves the Minutes of the **May 23, 2017** meeting of the Board of Trustees of General David B. Birney Charter School.  ***Notes of Discussion / Advance Regulatory and Financial Comment:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board* | *Reviewed proposed revisions to the May 23, 2017 board meeting minutes* | |

**Section II: Reports**

1. Community Comment

*Community Comment Colloquy (General Counsel)*

Good Evening, my name is David Hussey with Sand & Saidel, 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.

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| ***Who*** | ***What*** |
| *None* | *None* |

1. General David B. Birney Charter School CEO

*K. Thomas presented the monthly written CEO report, a copy of which is incorporated by reference herein, highlighting:*

*+ Reviewed that the school's graduation event was very successful;*

*+ Reviewed and discussed the process for recruiting a principal; and*

*+ Reviewed and discussed that interviews for vacant teacher positions are ongoing.*

*K. Thomas additionally presented and reviewed with the Board end-of-year data for the 2016-17 school year, including:*

*+ Attendance and enrollment;*

*+ Reading and math data, including growth projections;*

*+ Multi-tiered systems of support for behavior and academics;*

*+ Special education and ESL services;*

*+ Suspensions, including an 18% reduction in out-of-school suspensions from the 2015-16 school year; and*

*+ Community collaboration.*

*K. Thomas and the Board discussed whether the data indicate whether supports are effective, and further discussed the positive impacts that improvement to the school environment will have on student performance.*

1. American Paradigm Schools CEO

*R. Trzaska presented the written report of American Paradigm Schools, a copy of which is incorporated by reference herein. R. Trzaska additionally reviewed with the Board the Balanced Scorecard assessment of Lindley Academy for the 2016-17 school year.*

1. Business Controller

*P. Costa reviewed the written financial report, a copy of which is incorporated by reference herein, highlighting:*

*+ Various budget variances;*

*+ Cash on hand; and*

*+ Disbursements for the month of May 2017.*

**Section III: Unfinished Business** — NONE

**Section IV: New Business**

A. Resolutions

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| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062703 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:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board and K. Thomas* | *Reviewed and discussed the CEO report of Kareem Thomas* | |

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| --- | --- | --- | --- | --- | --- |
| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062704 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:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board and R. Trzaska* | *Reviewed and discussed the APS report of Richard Trzaska* | |

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| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062705 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:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board and P. Costa* | *Reviewed and discussed the Financial Report of Peter Costa* | |
| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062706 Acceptance of Audit Proposal**  RESOLVED, that the Board of Trustees of General David B. Birney Charter School accepts the financial statements audit proposal of St. Clair CPAs, P.C. for Fiscal Year 2016-17, as presented.  ***Notes of Discussion / Advance Regulatory and Financial Comment:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board and P. Costa* | *Reviewed and discussed the audit proposal; reviewed that the proposal was from the lowest responsible bidder* | |
| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062707 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.   |  |  |  |  | | --- | --- | --- | --- | | **New Hires** | **Position** | **Start Date** | **Salary** | |  |  |  |  | | Alan Roch | 7th/8th Grade Social Studies Teacher | 8/24/17 | $45,282 | | Kellie Porter | Principal | 7/5/17 | $112,000 | | Elaine Lattimer | Special Education Coordinator | 8/1/17 | $72,000 |   ***Notes of Discussion / Advance Regulatory and Financial Comment:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board and K. Thomas* | *Reviewed remaining staffing vacancies* | | *Board and K. Thomas* | *Reviewed the proposed new hires, including their background and qualifications* | | *Board* | *Reviewed proposed amendments to Resolution R17062707 to correct the salary of Kellie Porter* | |
| *Upon Motion by B. Saunders, Seconded by A. Melhor, the Board voted to enter into executive session at 6:52 PM to discuss confidential matters related to potential litigation.*  *Upon Motion by B. Saunders, Seconded by A. Melhor, the Board voted to exit executive session at 7:09 PM.* | |
| Motion  BLS  Second  ACM  Vote:  [x] pass  [ ] fail | **Resolution 17062708 Recovery of Payment from the School District of Philadelphia**  RESOLVED, that the Board of Trustees of General David B. Birney Charter School hereby authorizes and directs its general counsel to pursue all appropriate relief to recover amounts previously and hereafter deducted from payment to General David B. Birney Charter School by the School District of Philadelphia due to the recalculation of per pupil subsidy rates for the 2016-2017 school year;  FURTHER RESOLVED, that the Board of Trustees of General David B. Birney Charter School hereby authorizes and directs its general counsel to pursue all appropriate relief to recover amounts owed to General David B. Birney Charter School by the School District of Philadelphia for the 2016-2017 school year;  FURTHER RESOLVED, that the Chief Executive Officer is authorized and directed to take any action necessary to effectuate this resolution in consultation with general counsel and the business controller.  ***Notes of Discussion / Advance Regulatory and Financial Comment:***   |  |  | | --- | --- | | ***Who*** | ***What*** | | *Board and D. Hussey* | *The Board discussed Resolution R17062708 with legal counsel during executive session* | |
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**Section VII: Discussion and Announcements** ‑ None

**Adjournment @ 7:11 PM**

Motion

BLS

Second

ACM

Vote:

[x] pass

[ ] fail