

LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY
900 W. Lindley Avenue
Philadelphia, PA 19141
BOARD OF TRUSTEES MEETING
JUNE 19, 2018
6:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This June 19, 2018 Board of Trustees meeting of the Lindley Academy Charter School at Birney 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 Lindley Academy Charter School at Birney 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
Monique Parker — Member

Board Members Present:

Lisa Johnson
Jane McAndrew
Ana Christina Melhor
Barbara Saunders
Monique Parker

By Invitation: Non-Board Members:

Kareem Thomas, CEO
Nancy White, Assistant Principal
David Hussey, Esq.
Peter Costa, Santilli and Thomson
Dr. Margery Covello, APS Chief of Staff
Ryan Scallon, APS Chief Academic Officer

Board Members Absent

B. Chairperson's Disclosure: Executive Session

Lisa Johnson — *I would 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) Certain Employee Issues. To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee, provided, however, that the individual employees or appointees whose rights could be adversely affected may request, in writing, that the matter or matters be discussed at an open meeting. The agency's decision to discuss such matters in executive session shall not serve to adversely affect the due process rights granted by law, including those granted by Title 2 (relating to administrative law and procedure).

C. Approval of Agenda

MOTION
MP
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VOTE:
[X] PASS
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Resolution 18061901 Approval of the Agenda

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **June 19, 2018** Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the June 19, 2018 agenda</i>

D. Approval of Minutes

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VOTE:
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Resolution 18061902 Approval of the May 15, 2018 Board Meeting Minutes

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **May 15, 2018** meeting of the Board of Trustees of Lindley Academy Charter School at Birney.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the May 15, 2018 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 Lindley Academy Charter School at Birney 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. Lindley Academy Charter School at Birney CEO

K. Thomas presented the written monthly CEO report, a copy of which was distributed in advance and incorporated herein, highlighting:

- + Facilities and maintenance work during the summer;*
- + Graduation ceremony;*
- + Springboard collaborative program;*
- + Staffing and recruitment;*
- + Plans to develop goals for the upcoming school year and review 2017-18 PSSA data; and*
- + Review of end of year data for 2017-18 school year.*

C. American Paradigm Schools

M. Covello and R. Scallon presented the written monthly report of American Paradigm Schools, a copy of which was distributed in advance and incorporated herein, highlighting the new teacher induction program and the development of model classrooms.

D. Business Controller

P. Costa presented the written monthly financial report of the business controller, a copy of which was distributed in advance and incorporated herein, highlighting:

- + Special education professional services is over budget;*
- + All other expenses are in line with the budget; and*
- + Revisions to per pupil expenditures.*

P. Costa, K. Thomas, and the Board additionally discussed building renovation plans for the upcoming summer.

SECTION III: UNFINISHED BUSINESS — NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

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Resolution 18061903 Report of Kareem Thomas, Chief Executive Officer of Lindley Academy Charter School at Birney

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby accepts the report of Kareem Thomas, Chief Executive Officer of Lindley Academy Charter School at Birney 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:

<i>Who</i>	<i>What</i>
<i>Board; K. Thomas</i>	<i>Reviewed the report of the CEO</i>

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Resolution 18061904 Report of American Paradigm Schools

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby accepts the report of American Paradigm Schools and hereby incorporates into these minutes by reference the written report and the documents presented by American Paradigm Schools.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; R. Scallon; M. Covello</i>	<i>Reviewed the report of American Paradigm Schools</i>

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Resolution 18061905 Report of Peter Costa, Business Controller

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney 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:

<i>Who</i>	<i>What</i>
<i>Board; P. Costa</i>	<i>Reviewed the report of the business controller</i>

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Resolution 18061906 Designation of Fund Balance

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney designates an estimated ending fund balance for the year ended June 30, 2018 as follows:

Designated for Working Capital: \$450,000
Designated for Future PSERS Contribution: \$200,000
Available for Appropriation: \$300,000
Designated for Non Liquid Assets: \$450,000
Total Fund Balance: \$1,400,000

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Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; P. Costa</i>	<i>Reviewed the proposed designation of the fund balance</i>

Resolution 18061907 Vetri Community Partnership

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney approves the Memorandum of Understanding with Vetri Community Partnership for the 2018-19 school year, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>K. Thomas</i>	<i>Reviewed the proposed partnership with Vetri Community Partnership for the 2018-19 year</i>

Upon Motion by B. Saunders, Seconded by A. Melbor, the Board voted to enter into executive session at 7:01 pm to review certain employee issues, as referenced above.

Upon Motion by M. Parker, Seconded by B. Saunders, the Board voted to adjourn from executive session at 7:26 pm.

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Resolution 18061908 Re-election of Lisa Johnson, Trustee

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby re-elects Lisa Johnson, Trustee, to a three-year term of office commencing on July 1, 2018.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

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Resolution 18061909 Re-election of Barbara Saunders, Trustee

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby re-elects Barbara Saunders, Trustee, to a three-year term of office commencing on July 1, 2018.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

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Resolution 18061910 Employment Contract: Kareem Thomas

RESOLVED, that the Board of Trustees of Lindley Academy Charter School

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at Birney hereby authorizes and directs the President, business controller and legal counsel to negotiate a new, two-year, at-will employment agreement between Lindley Academy Charter School at Birney and Kareem Thomas, Chief Executive Officer.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed Resolution R18061910 during executive session</i>

Upon Motion by B. Saunders, Seconded by M. Parker, the Board voted to amend the agenda to add Resolution R18061911.

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Resolution 18061911 Cleaning Services

WHEREAS, Lindley Academy Charter School at Birney has issued an RFP for cleaning services and received the following bids:

Squeaky Clean and Green: \$8,150.00 per month
Abel Co.: \$8,353.00 per month
Michael Phillips: \$8,900.00 per month
Jani King: \$10,013.00 per month
Jidan: \$13,764.00 per month

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby accepts the proposal for cleaning services of Squeaky Clean and Green, as presented;

FURTHER RESOLVED, that the CEO is authorized and directed to negotiate a contract with Squeaky Clean and Green for the provision of cleaning services, as presented, in consultation with legal counsel and the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>K. Thomas; G. Santilli; Board</i>	<i>Reviewed and discussed the proposed cleaning services of Squeaky Clean and Green</i>
<i>P. Costa; G. Santilli; Board</i>	<i>Reviewed and discussed the RFP process</i>

SECTION VII: DISCUSSION AND ANNOUNCEMENTS

The Board discussed the development of a process for the periodic review and evaluation of the services of American Paradigm Schools.

Adjournment @ 7:35 pm

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VOTE:
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