

**LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY**  
**900 W. Lindley Avenue**  
**Philadelphia, PA 19141**  
**BOARD OF TRUSTEES MEETING**  
**MAY 21, 2019**  
**6:00 PM**

**MINUTES**

**SECTION I: CALL TO ORDER**

*Opening Colloquy*

This May 21, 2019 Board of Trustees meeting of the Lindley Academy Charter School at Birney Board of Trustees is hereby called to Order. The time is 6:05 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**

**Board Members Present:**

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

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

Dr. James Capolupo, CEO  
Nancy White, Assistant Principal  
Ralph Lovelidge, Assistant Principal  
Elaine Latimer, Special Education Liaison  
Andrea Brock, Director of Operations  
David Hussey, Esq.  
Peter Costa, Santilli and Thomson  
Gerald Santilli, APS President and CEO  
Ryan Scallon, APS Chief Academic Officer  
Dr. Margery Covello, APS Chief of Staff

<b>Board Members Absent</b> Monique Parker — Member	Scott Kramer, APS Chief Talent Officer
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**B. Chairperson's Disclosure: Executive Session**

*I would like to state, for purposes of the Minutes of this meeting that 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  
BLS  
SECOND  
ACM  
VOTE:  
 PASS  
 FAIL

**Resolution 19052101 Approval of the May 21, 2019 Agenda**

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **May 21, 2019** Agenda.

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

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the May 21, 2019 agenda</i>

**D. Approval of Minutes**

MOTION  
JM  
SECOND  
BLS  
VOTE:  
 PASS  
 FAIL

**Resolution 19052102 Approval of the April 16, 2019 Minutes**

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **April 16, 2019** 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 April 16, 2019 minutes</i>

**SECTION II: Reports**

A. Community Comment

*Community Comment Colloquy (General Counsel)*

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

*Dr. Capolupo presented the monthly report of the CEO, highlighting:*

- + Development of a library and a playground; and*
- + Review of this year's successes, including vital support from APS and the Lindley staff.*

C. American Paradigm Schools

*Dr. Covello reviewed the monthly written report of APS, a copy of which is incorporated by reference herein. G. Santilli reported upon:*

- + Plans to hire additional academic coaches for math, science, and language arts;*
- + Upcoming professional development and APS's partnership with Cabrini University to promote diversity in schools; and*
- + A grant from APS to fund the purchase of library books.*

*S. Kramer reported upon APS job fairs and staff recruitment. S. Kramer additionally reported upon and discussed with the Board health benefits and flex spending programs.*

D. Business Controller

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

- + Student enrollment and per pupil subsidies;*
- + Special education expenditures; and*
- + Projected budgetary surplus for the 2018-19 fiscal year.*

*P. Costa additionally reviewed the proposed budget for the 2019-20 fiscal year, highlighting:*

- + Key assumptions;*
- + Medical rates;*
- + Personnel and staffing; and*
- + Building renovations and repairs.*

**SECTION III: UNFINISHED BUSINESS**

**SECTION IV: NEW BUSINESS**

A. RESOLUTIONS

MOTION  
BLS  
SECOND  
ACM  
VOTE:  
[X] PASS  
[] FAIL

**Resolution 19052103 Approval of Reports**

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby accepts the report of Dr. James Capolupo, 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 Dr. James Capolupo, CEO to the board;

FURTHER 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; and

FURTHER 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</i>	<i>Reviewed the reports of the CEO, APS, and business controller</i>

**Resolution 19052104 Approval of Health Insurance Plan**

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Alternative PPO Health Plan health insurance plan, as presented;

FURTHER RESOLVED, the CEO, in consultation with the business controller and general counsel, is authorized to execute any document or delegate any task necessary to effect this resolution.

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

<i>Who</i>	<i>What</i>
<i>Board; J. Capolupo; S. Kramer</i>	<i>Discussed and reviewed the proposed health insurance plan</i>

**Resolution 19052105 Approval of Flex Spending Plan**

MOTION  
BLS

SECOND  
JM  
VOTE:  
 PASS  
 FAIL

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the flex spending plan, as presented;

FURTHER RESOLVED, the CEO, in consultation with the business controller and general counsel, is authorized to execute any document or delegate any task necessary to effect this resolution.

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

<i>Who</i>	<i>What</i>
<i>Board; J. Capolupo; S. Kramer</i>	<i>Discussed and reviewed the proposed flex spending plan</i>

MOTION  
JM  
SECOND  
BLS  
VOTE:  
 PASS  
 FAIL

**Resolution 19052106 Human Resources**

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney accepts the human resources changes, modifications and additions as presented below.

<u>New Hires</u>	<u>Position</u>	<u>Start Date</u>
Akelia Burke	Social Worker	5/7/19
Erick Woods	Dean of Students	5/6/19
<u>Terminations/ Resignations</u>	<u>Position</u>	<u>End Date</u>
Rashad Hill	NTA	5/10/19
Shaquin Cole	Cafeteria Aide	5/10/19

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

<i>Who</i>	<i>What</i>
<i>Board; J. Capolupo</i>	<i>Reviewed the proposed human resources changes</i>

MOTION  
BLS  
SECOND  
ACM  
VOTE:  
 PASS  
 FAIL

**Resolution 19052107 2019-20 Budget**

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the 2019-20 budget, as presented.

**By Roll Call Vote:**

Lisa Johnson — *aye*  
Jane McAndrew — *aye*

Ana Christina Melhor — *aye*  
Barbara Saunders — *aye*  
Monique Parker — *absent*

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

<i>Who</i>	<i>What</i>
<i>Board; P. Costa</i>	<i>Reviewed the proposed 2019-20 budget</i>

MOTION  
JM  
SECOND  
BLS  
VOTE:  
 PASS  
 FAIL

**Resolution 19052108 2019-20 Personnel**

RESOLVED, that the Board of Trustees of Lindley Academy Charter School authorizes the CEO to rehire the returning staff members reflected on the attached schedule, in accordance with the approved salary scale for the 2019-20 fiscal year.

BE IT FURTHER RESOLVED, that the Board of Trustees of Lindley Academy Charter School accepts the recommendation of the CEO to not rehire the staff members terminated noted on the attached schedule.

BE IT FURTHER RESOLVED, that the Board of Trustees of Lindley Academy Charter School accepts the resignations of the staff members noted on the attached schedule.

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

<i>Who</i>	<i>What</i>
<i>Board; J. Capolupo</i>	<i>Reviewed and discussed the proposed 2019-20 staffing</i>
<i>Board; J. Capolupo</i>	<i>Discussed existing teacher vacancies for the upcoming 2019-20 school year</i>

MOTION  
BLS  
SECOND  
JM  
VOTE:  
 PASS  
 FAIL

**Resolution 19052109 Maintenance Service Contract**

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the maintenance service contract proposal of Tie's Cleaning Machine, LLC, as presented;

FURTHER RESOLVED, the CEO, in consultation with the business controller and general counsel, is authorized to negotiate and execute any document or delegate any task necessary to effect this resolution.

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

<i>Who</i>	<i>What</i>
<i>Board; J. Capolupo</i>	<i>Discussed the proposed contract</i>

*Upon Motion by B. Saunders, Seconded by J. McAndrew, the Board voted to enter into executive session at 7:16 pm to discuss matters involving the employment of employees.*

*Upon Motion by A. Melbor, Seconded by J. McAndrew, the Board voted to adjourn from executive session at 7:46 pm.*

**SECTION VI: ANNOUNCEMENTS AND CEO CLOSING REMARKS** — NONE

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## Adjournment @ 7:46 pm

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MOTION  
ACM  
SECOND  
JM  
VOTE:  
 PASS  
 FAIL

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