

LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY
900 W. Lindley Avenue
Philadelphia, PA 19141
BOARD OF TRUSTEES MEETING
JUNE 18, 2019
6:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This June 18, 2019 Board of Trustees meeting of the Lindley Academy Charter School at Birney Board of Trustees is hereby called to Order. The time is 6:06 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
Ana Christina Melhor — Secretary
Barbara Saunders — Vice President
Monique Parker — Member

By Invitation: Non-Board Members:

Tanya Northrup, CEO's Administrative Assistant
Nancy White, Assistant Principal
Ralph Lovelidge, Assistant Principal
Elaine Latimer, Special Education Liaison
Andrea Brock, Director of Operations
Sean Murphy, Director of Climate
David Hussey, Esq.
Peter Costa, Santilli and Thomson
Gerald Santilli, APS President and CEO
Dr. Margery Covello, APS Chief of Staff
Scott Kramer, APS Chief Talent Officer

Board Members Absent Jane McAndrew — Treasurer	Katie Santilli, APS Chief Financial 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).

(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.

(x) Review School Safety and Security Report. To review and discuss the report of the School Safety and Security Coordinator, pursuant to 24 P.S. § 13-1309-B.

Upon Motion by B. Saunders, Seconded by A. Melbor, the Board voted to enter into executive session at 6:12 pm to review employment matters.

Upon Motion by A. Melbor, Seconded by M. Parker, the Board voted to adjourn from executive session at 6:28 pm.

B. Saunders left the meeting at 6:33 pm.

C. Approval of Agenda

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

Resolution 19061801 Approval of the June 18, 2019 Agenda

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **June 18, 2019** Agenda, as amended.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Amended the agenda to add Resolution 19061803</i>

D. Approval of Minutes

MOTION
 ACM
 SECOND
 MP
 VOTE:
 PASS
 FAIL

Resolution 19061802 Approval of the May 21, 2019 Minutes

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **May 21, 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 May 21, 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 Executive Leadership

E. Latimer reported upon the special education program. N. White and R. Lovelidge reported upon STAR testing results and PSSA scores, including growth trends over the past five years, as well as developments to the math curriculum. G. Santilli, R. Lovelidge, and N. White discussed review of the staffing plan for the upcoming school year.

C. American Paradigm Schools

G. Santilli reported upon the hiring of academic coaches and a focus on academic supports for the upcoming school year. G. Santilli additionally reported upon professional development, including diversity training. G. Santilli additionally announced the hiring of Ashley Redfearn as Executive Director of APS. M. Covello announced upcoming board training.

D. Business Controller

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

- + Revenue for student enrollment and upcoming per pupil funding reconciliation;*
- + Reviewed expenses in excess of budgeted amounts;*

- + Reviewed the projected surplus for the 2018-19 fiscal year;
- + Reviewed cash reserves; and
- + Reviewed expenditures in excess of \$10,000.

P. Costa additionally discussed and reviewed adjustments of per pupil rates and the projected impact on the budget.

SECTION III: UNFINISHED BUSINESS

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION
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ACM
VOTE:
 PASS
 FAIL

Resolution 19061803 Approval of Reports

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby accepts the report of the School Administration of Lindley Academy Charter School at Birney and hereby incorporates into these minutes by reference the written report and the documents presented by the School Administration 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>Discussed and reviewed the reports</i>

Resolution 19061804 Approval of Fund Balance

RESOLVED, that the Board of Trustees of Lindley Academy Charter School designates estimated ending fund balance for the year ended June 30, 2019 as follows:

Designated for Working Capital	\$ 1,800,000
Designated for Future PSERS Contribution	\$ 200,000
Available for Appropriation	\$ 700,000
Designated for Non Liquid Assets	<u>\$ 600,000</u>
Total Fund Balance	<u>\$3,300,000</u>

MOTION
ACM
SECOND
MP
VOTE:
 PASS
 FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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

Resolution 19061805 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>
Megan E Bompadre	Elementary Teacher	8/1/19
Sharina Peterson	Lunch Aide	8/1/19
Disa Swanson Bub	8 th Grade ELA Teacher	8/1/19
Sheryl Streger Brown	7 th / 8 th Grade Teacher	8/1/19
Lauren Basso	Kindergarten Teacher	8/1/19
Dianna Ashe	3 rd Grade Teacher	8/1/19
<u>Termination/ Resignations</u>	<u>Position</u>	<u>End Date</u>
Dr. James Capolupo	CEO	6/11/19
Kelsey Meisenbacher	SPED Teacher	6/10/19
Melissa Monck	Kindergarten Teacher	6/11/19
Elise Yampolsky	School Psychologist	6/10/19
Larry Michalski	Maintenance Support	5/31/19

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

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Amended Resolution 19061805 to add two additional proposed hires</i>
<i>N. White; R. Lovelidge; Board</i>	<i>Discussed and reviewed the proposed personnel changes</i>

Resolution 19061806 Salary Changes

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney accepts the salary changes, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Discussed and reviewed the proposed salary changes</i>

Resolution 19061807 Appointment of Interim CEO

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the appointment of Dr. Margery Covello as Interim CEO; and

FURTHER RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby authorizes the Board President to negotiate an Interim CEO employment contract, in consultation with Legal Counsel, American Paradigm Schools, and the Business Controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Discussed Resolution 19061803 during executive session</i>
<i>Board</i>	<i>Announced and discussed the proposed appointment of Dr. Margery Covello as Interim CEO, including Dr. Covello's experience, qualifications, and existing relationship with Lindley Academy</i>
<i>Board; M. Covello</i>	<i>Announced that Dr. Covello will resign from her position and employment with APS</i>

By Roll Call Vote:

Lisa Johnson — *aye*
Ana Christina Melhor — *aye*
Barbara Saunders — *absent*
Monique Parker — *aye*
Jane McAndrew — *absent*

M. Covello thanked Board for the opportunity to serve as Interim CEO and discussed her desire to work with staff.

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

MOTION
 MP
 SECOND
 ACS
 VOTE:
 PASS
 FAIL

Resolution 19061808 Professional Services Proposals

RESOLVED, the Professional Services Proposals and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the Interim CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract based upon these Professional Services Proposals;

FURTHER RESOLVED, the Interim CEO is authorized to execute any document or delegate any task necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
Educators On Call LLC	\$175.00/day for short-term regular ed substitutes; \$195.00/day for long-term regular ed substitutes; \$185.00/day for short-term SPED substitutes; \$200.00/day for long-term SPED substitutes	Substitute teacher staffing, as-needed
PTS, Inc.	Speech therapy: \$74.50/hr Occupational therapy: \$74.50/hr Physical therapy: \$85.99/hr Certified Occupational Therapy Assistant: \$56.00/hr Speech/bilingual: \$74.50/hr BCBA: \$85.99/hr BSC: \$75.99/hr Registered Behavior Technician: \$57.99/hr Behavior Technician: \$33.99/hr Social Worker: \$75.99/hr Special Education Supervisor: \$76.00/hr	Therapy and behavioral services, as-needed (3-year renewal)
US Medical Staffing, Inc.	Certified School Nurse: \$52.90/hr Personal Care Assistant (1:1): \$19.80/hr	Nursing and personal care assistant services, as-needed

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

Resolution 19061809 Curriculum Purchases

MOTION
 MP
 SECOND

ACM
VOTE:
 PASS
 FAIL

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the curriculum purchases for the 2019-20 school year, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; P. Costa; N. White</i>	<i>Discussed the proposed curriculum purchases</i>

MOTION
MP
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19061810 Office Renovations

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the office renovation proposals of Straight Line Remodeling LLC, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Discussed the proposed office renovation project, including efforts to optimize space</i>

MOTION
MP
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19061811 Relocation Services

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the relocation services proposal of Wayne Moving & Storage Co., Inc, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; N. White</i>	<i>Reviewed the proposed relocation services, including efforts to promote the Caring School Community by moving various classrooms</i>

B. EXECUTIVE SESSION TO REVIEW SCHOOL SAFETY AND SECURITY REPORT

C. EXECUTIVE SESSION TO DISCUSS LITIGATION MATTERS

Upon Motion by A. Melbor, Seconded by M. Parker, the Board voted to enter executive session at 7:53 pm.

Upon Motion by A. Melbor, Seconded by M. Parker, the Board voted to adjourn from executive session at 8:02 pm.

MOTION
MP
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19061812 Confidential Settlement Agreement In Re DG

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the confidential settlement agreement of DG, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; Legal Counsel</i>	<i>Discussed Resolution 19061812 during executive session</i>

SECTION V: ANNOUNCEMENTS — *L. Johnson and the Board thanked the leadership team for their support.*

Adjournment @ 8:04 pm

MOTION
ACM
SECOND
MP
VOTE:
 PASS
 FAIL
