

LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY
900 W. Lindley Avenue
Philadelphia, PA 19141
BOARD OF TRUSTEES MEETING
AUGUST 20, 2019
6:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This August 20, 2019 Board of Trustees meeting of the Lindley Academy Charter School at Birney Board of Trustees is hereby called to Order. The time is 6:03 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

By Invitation: Non-Board Members:

Dr. Margery Covello, Interim CEO
Nancy White, Principal
Ralph Lovelidge, Principal
David Hussey, Esq.
Peter Costa, Santilli and Thomson
Gerald Santilli, President & CEO, APS
Ashley Redfearn, Executive Director, APS
Katie Santilli, CBO, APS

Scott Kramer, CTO, APS
Andrea Brock
Elaine Latimer

Board Members Absent

Monique Parker

B. Chairperson's Disclosure: Executive Session

Lisa Johnson — *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) 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

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082001
Approval of the Agenda

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **August 20, 2019** Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the August 20, 2019 agenda</i>

D. Approval of Minutes

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082002
Approval of the June 18, 2019 Board Meeting Minutes

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **June 18, 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 June 18, 2019 minutes</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082003
Approval of the July 25, 2019 Board Meeting Minutes

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **July 25, 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 July 25, 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. Covello presented the monthly written report of the CEO, a copy of which is incorporated by reference herein, highlighting:

- + The beginning of the upcoming 2019-20 school year;*
- + Springboard Collaborative and Kindergarten Bridge programs, as presented and reviewed by N. White;*
- + The Eureka math curriculum, as presented and reviewed by R. Lovelidge;*
- + Recent school activities and events, including the first annual Back-to-School Bash;*

C. American Paradigm Schools

A. Redfearn and G. Santilli presented the monthly written report of APS, a copy of which is incorporated by reference herein, highlighting:

- + New APS support staff;*
- + Staffing of Lindley;*
- + Development of a library, including a donation of 30,000 books and a ribbon-cutting ceremony to open the library; and*
- + Academic updates to Lindley's educational program.*

D. Business Controller

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

- + *The school's financial audit is underway; and*
- + *Estimated 2018-19 surplus.*

SECTION III: UNFINISHED BUSINESS — NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082004 Approval of Reports

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney hereby accepts the report of the CEO 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>General discussion</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082005 Title IX Grievance Policy

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney approves the Title IX Grievance Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Reviewed and discussed the proposed Title IX Policy</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082006 2019-20 Family Guidebook

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney approves the 2019-20 Family Guidebook, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Reviewed proposed changes from the 2018-19 Family Guidebook</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082007 E-Signature Authority

BE IT RESOLVED, by authority of the Board of Trustees of Lindley Academy Charter School at Birney, it is hereby resolved by authority of the same, that Dr. Margery Covello who is the Chief Executive Officer of the above named body is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department); and

BE IT FURTHER RESOLVED, that the body consents to the use of electronic signatures by the above named individual and that no handwritten signature from the above named individual shall be required in order for any contract with the Department to be legally enforceable and that by affixing his/her electronic signature to an electronic file of the contract via the Department's e-grants system, the above designated authorized individual shall have effectively executed and delivered the contract, binding the Board of Trustees of Lindley Academy Charter School at Birney to comply with the terms of said contract; and

BE IT FURTHER RESOLVED, that no writing shall be required in order to make the contract valid and legally binding, provided that the Department and all other necessary Commonwealth approvers affix their signatures electronically and an electronically-printed copy of the Contract is e-mailed or is otherwise made available to the body by electronic means; and

BE IT FURTHER RESOLVED, that the body will not contest the due authorization, execution, delivery, validity or enforceability of the electronic Contract under the provisions of a statute of frauds or any other applicable law. The Contract, if introduced as evidence on paper in any judicial, arbitration, mediation, or administrative proceedings, will be admissible as between the parties to the same extent and under the same conditions as other business records originated and maintained in documentary form and the admissibility thereof shall not be contested under either the business records exception to the hearsay rule or the best evidence rule; and

BE IT FURTHER RESOLVED, that the body will notify the Department's

Bureau of Management Services promptly in the event that the above named individual is no longer authorized to execute agreements on behalf of the body electronically and that the Department shall be entitled to rely upon the above named officer's authority to execute agreements electronically on behalf of the body until such notice is received by the Department's Office of Chief Counsel.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; D. Hussey</i>	<i>Reviewed the purpose of the E-signature resolution</i>

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

Resolution 19082008 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>
Haley Houston	Kindergarten Teacher	8/1/19
Natasha McManus	SPED Teacher	8/1/19
Deanna Ashe	3rd Grade Teacher	8/1/19
Clarissa Ashe	6 th Grade ELA Teacher	8/1/19
Scott Mazei	Kindergarten Teacher	8/1/19
Zaire Geathers	Maintenance Support	7/1/19
Maria Newman	Grant Writer	8/1/19
Mahnaz Mohammadian	6 th Grade Math	8/1/19
Janelle Ardrey	Psychologist	7/1/19
Devin Sweeney	Math Specialist	8/1/19

Kimberly Campbell Instructional Assistant 8/1/19

Tamika Brown Instructional Assistant 8/1/19

<u>Position Change</u>	<u>Prior Position</u>	<u>New Position</u>	<u>Effective Date</u>
Caroline Lembo	Reading Specialist	Reading Specialist / Librarian	8/1/19

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Discussed that Lindley is fully staffed</i>
<i>Board; M. Covello</i>	<i>Discussed the proposed hire of a grant writer</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082009 MPAA Membership Agreement for 2019-2020

RESOLVED that the Board of Trustees of Lindley Academy Charter School at Birney approves the MPAA Membership Agreement for the 2019-2020 School Year, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Discussed Lindley's existing MPAA membership</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082010 Teacher PTO Pay Back Policy

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney approves the PTO Pay Back Policy, 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 PTO policy</i>

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL

Resolution 19082011 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	\$195.00/day for short-term or long-term regular ed substitutes; \$200.00/day for short-term SPED substitutes; \$210.00/day for long-term SPED substitutes; \$20.00/hr for teaching assistants; \$26.00/hr for early childhood education lead teachers	Substitute teacher staffing, as-needed (revised)
DiNovi Associates	Clinical associates: \$52.50/hr Behavior consultant: \$115.00/hr	Behavior/Educational Consultant services
US Medical Staffing, Inc.	Licensed practical nurse: \$39.00/hr	Licensed practical nursing services, as-needed

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello</i>	<i>Reviewed the proposed professional services</i>

SECTION VII: DISCUSSION AND ANNOUNCEMENTS

- UPCOMING BOARD MEETING – TUESDAY SEPTEMBER 17TH- LINDLEY CHARTER SCHOOL
- BOARD TRAINING- SATURDAY SEPTEMBER 14TH @ 8:30AM-12PM – BREAKFAST WILL BE SERVED.
 - FIRST DAY OF SCHOOL FOR LINDLEY SCHOLARS – AUGUST 26TH

Upon Motion by B. Saunders, Seconded by A. Melbor, the Board voted to enter into executive session at 7:04 pm to discuss a pending litigation matter.

Upon Motion by B. Saunders, Seconded by A. Melbor, the Board voted to adjourn from executive session at 7:19 pm.

Adjournment @ 7:19 pm

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

