

LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY
900 W. Lindley Avenue
Philadelphia, PA 19141
BOARD OF TRUSTEES MEETING
DECEMBER 4, 2019
6:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This December 4, 2019 Board of Trustees meeting of the Lindley Academy Charter School at Birney Board of Trustees is hereby called to Order. The time is 6:25 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

Board Members Present:

Lisa Johnson
Barbara Saunders
Ana Christina Melhor
Barbara Saunders

By Invitation: Non-Board Members:

Dr. Margery Covello, Interim CEO
Nancy White, Principal
Ralph Lovelidge, Principal
Elaine Latimer, Director of SPED
Andrea Brock, Director of Operations
Maria Newman, Grant Writer
David Hussey, Esq.
Peter Costa, Santilli and Thomson
Kristine Magargee, CAO, APS

	Katie Santilli, CBO, APS Brian DiMattesa, CPA, St. Clair CPA Solutions Matthew Glass, Director of Academic Coaching Evin Rezavker, Academic Coach Kwanza Howard, Academic Coach Brandie Hill, Kindergarten Teacher
Board Members Absent	

B. Chairperson's Disclosure: Executive Session

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) Discuss Confidential Matters. To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

C. Approval of Agenda

MOTION
 BLS
 SECOND
 ACM
 VOTE:
 PASS
 FAIL

Resolution 19120401
Approval of the Agenda

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **December 4, 2019** Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the December 4, 2019 agenda</i>

D. Approval of Minutes

MOTION
 BLS
 SECOND
 ACM
 VOTE:
 PASS
 FAIL

Resolution 19120402
Approval of the November 20, 2019 Board Meeting Minutes

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **November 20, 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 November 20, 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 introduced E. Rezavker and K. Howard, who presented regarding the academic coaching program, highlighting:

- + The purpose, rationale, and goals for academic coaching;*
- + The methodology and execution of academic coaching;*
- + The coaching rubric; and*
- + The use of data and feedback.*

Dr. Covello additionally presented the written monthly CEO report, a copy of which was distributed in advance and is incorporated by reference herein.

C. Business Controller

B. DiMattessa, St. Clair CPA Solutions, presented the draft audit report, a copy of which was distributed in advance, highlighting:

- + Audit findings, including a clean opinion with no material issues;*
- + Financial highlights, including revenue increases and major expenditures;*
- + The school's net financial position; and*
- + The net change in the fund balance.*

P. Costa reviewed the status of the IRS Form 990 filing for the 2018-19 fiscal year.

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

- + Expenses are in line with the budget; and*

+ Cash on hand and the fund balance.

D. American Paradigm Schools

K. Magargee presented the monthly report of American Paradigm Schools, highlighting collaboration with the academic leadership team to promote effective delivery of the curriculum. K. Magargee and K. Santilli additionally reported upon efforts by American Paradigm Schools to recruit a diverse staff.

SECTION III: UNFINISHED BUSINESS — NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

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

Resolution 19120403 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>Received, reviewed, and discussed the reports</i>

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

Resolution 19120404 Draft Audit of Financial Statements

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the 2018-19 Draft Audit of Financial Statements as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed and discussed the audit report</i>

MOTION
BLS
SECOND

Resolution 19120405 Admissions and Enrollment Policy

JM
VOTE:
[X] PASS
[] FAIL

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the revised Admissions and Enrollment Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello; E. Latimer</i>	<i>Discussed and reviewed the proposed amendments to the admissions and enrollment policy</i>

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

Resolution 19120406 Positive Behavior Support Policy

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Positive Behavior Support Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; M. Covello; E. Latimer</i>	<i>Discussed and reviewed the proposed policy</i>
<i>Board</i>	<i>Discussed minor revisions to the proposed policy</i>

TABLED

Resolution 19120407 Appointment of Regina Felder, Parent Trustee

RESOLVED that, in accordance with the Bylaws, the Board of Trustees of Lindley Academy Charter School at Birney hereby appoints Regina Felder to serve as a Parent Trustee for a term expiring on July 31, 2021; and

FURTHER RESOLVED, that Regina Felder shall be administered the following oath of office:

I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

Upon Motion by B. Saudners, Seconded by A. Melhor, the Board voted to enter into executive session at 7:31 pm to discuss a confidential matter.

Upon Motion by A. Melhor, Seconded B. Saunders, the Board voted to adjourn from executive session at 7:58 pm.

SECTION VII: DISCUSSION AND ANNOUNCEMENTS

❖ NEXT BOARD MEETING: TUESDAY JANUARY 21ST, 2020 @ 6PM

Adjournment @ 7:59 pm

MOTION
BLS
SECOND
ACM
VOTE:
 PASS
 FAIL
