

LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY

900 W. LINDLEY AVENUE
PHILADELPHIA, PA 19141

BOARD OF TRUSTEES MEETING

LOCATION:

ZOOM CONFERENCE CALL DUE TO COVID-19 PANDEMIC

DATE & TIME:

AUGUST 16, 2022

6:00 P.M.

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This meeting of the Lindley Academy Charter School at Birney Board of Trustees is hereby called to order. The time is 6:07 P.M. My name is Barbara Littlepage-Saunders. I am the Vice President of this Board of Trustees, and I will facilitate this meeting.

In order to protect the health, welfare, and safety of the school community from the ongoing COVID-19 pandemic, this meeting is being held via teleconference. 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 notice included instructions for how the public could participate in tonight's meeting. 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 5:00 P.M. on the day before this scheduled meeting may participate in public comment. At this time, I would ask that the Executive Administration submit the list of commenters to our General 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:	By Invitation: Non-Board Members:
<p>Lisa Johnson — President Barbara Saunders — Vice President Regina Felder — Trustee Evette Bowman — Treasurer Reginald Howard — Trustee</p> <p>Board Members Absent:</p> <p>Ana Christina Melhor — Secretary</p>	<p>Dr. Margery Covello, CEO Nancy White, Principal Ralph Lovelidge, Principal</p> <p>Andrea Brock, Director of Operations</p> <p>Ashley Redfearn, CEO, APS Scott Kramer, Chief Talent Officer, APS</p> <p>Peter Costa, Santilli & Thomson, LLC Michael Thomson, Santilli & Thomson, LLC</p> <p>David Hussey, Esq.</p>

B. DISCLOSURE: EXECUTIVE SESSION BY LISA JOHNSON

I'd like to state, for purposes of the Minutes of this meeting that during this meeting, the Board of Trustees will not meet in Executive Session.

C. APPROVAL OF AGENDA

MOTION:
 EB
 SECOND:
 RH
 VOTE:
 PASS
 FAIL

Resolution 220816.01 Approval of the August 16, 2022 Agenda

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **August 16, 2022** Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Reviewed the agenda, a copy of which was posted on the school website at least 24 hours prior to the meeting</i>

D. APPROVAL OF MINUTES

MOTION:
 RH
 SECOND:
 LJ
 VOTE:
 PASS
 FAIL

Resolution 220816.02 Approval of the June 21, 2022 Board Meeting Minutes

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **June 21, 2022** 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 board minutes</i>

SECTION II: REPORTS

A. COMMUNITY COMMENT

Community Comment Colloquy (General Counsel)

Good evening. My name is David Hussey, and I am 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 with which you might supplement your comment 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.

Notes of Discussion / Advance Regulatory and Financial Comment:

<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:

- + Moving up ceremony;*
- + Enrollment and waitlist;*
- + Student teaching;*
- + Summer preparation for the upcoming school year;*
- + Efforts to promote attendance and student engagement;*
- + Compliance and grants, including school safety funds;*
- + Student activities and community outreach, including workshops to promote reading at home; and*
- + Professional development.*

C. AMERICAN PARADIGM SCHOOLS CEO

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

- + Summer programming, including targeted instruction for students;*
- + Strategic planning;*
- + Title IX training;*
- + Multi-tiered supports for students; and*

+ *Teacher induction.*

D. BUSINESS CONTROLLER

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

- + *2021-22 audit; and*
- + *Cash reserves.*

SECTION III: UNFINISHED BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:
RF
SECOND:
LJ
VOTE:
 PASS
 FAIL

Resolution 220816.03 Approval of Reports

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney accepts the report of the CEO of Lindley Academy Charter School at Birney and all documents submitted thereby, which shall be incorporated into the record of this meeting; and

FURTHER RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney accepts the report of American Paradigm Schools and all documents submitted thereby, which shall be incorporated into the record of this meeting; and

FURTHER RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby reviews and accepts the Financial Report of Peter Costa of Santilli & Thomson 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:
RH
SECOND:
RF
VOTE:
 PASS
 FAIL

Resolution 220816.04 Professional Services Contracts Resolution

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

FURTHER RESOLVED, the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate contract/s for the professional services described below; and

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

Contractor	Amount	Comment: Terms and Conditions
Team Tutor	See proposed contract	Teacher and tutoring services
PRO ABA Services	See proposed contract	School-based therapy services
Delta T	See proposed contract	Staffing services
Limbach	\$22,722.00	Steam trap replacements
Limbach	\$7,588.00	Hot water tank replacement
Limbach	\$19,378.00	Heat exchanger bundle replacement
JGB Sports, LLC	\$20,152.00	Locker purchase and installation

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Dr. Covello</i>	<i>Reviewed and reported upon the proposals</i>

MOTION:
EB
SECOND:
LJ
VOTE:
[X] PASS
[] FAIL

Resolution R220816.05 Purchases for Security Planning

WHEREAS, the purchase proposals listed below are related to security planning and are based on safety needs identified by the Board of Trustees of Lindley Academy Charter School at Birney;

RESOLVED, the purchase proposals listed and described below are hereby approved;

FURTHER RESOLVED, the CEO is authorized to execute any document or delegate any task necessary to effectuate this resolution; and

FURTHER RESOLVED, the CEO is authorized and directed to apply for PCCD Grant funds to assist in the payment of the proposals listed and described below.

Contractor	Amount	Comment: Terms and Conditions
Liberty Door Systems	\$31,940.82	Interior and exterior doors
Keystone Aluminum and Glass Co., Inc.	\$7,925.00	Aluminum storefront door
Blinds To Go	\$12,905.51	Window blinds

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Dr. Covello</i>	<i>Discussed and reported upon the proposals during the CEO report</i>

MOTION:
LJ
SECOND:
RH
VOTE:
 PASS
 FAIL

Resolution 220816.06 Human Resources Resolution

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

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Dr. Covello</i>	<i>Presented regarding the proposed human resources changes</i>
<i>Dr. Covello</i>	<i>Reported upon efforts to recruit staff, including the efforts of R. Lovelidge and N. White to recruit staff</i>

MOTION:
EB
SECOND:
RH
VOTE:
 PASS
 FAIL

Resolution 220816.07 Employee Handbook

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Employee Handbook, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Dr. Covello; S. Kramer; Board</i>	<i>Discussed and reviewed changes to the employee handbook</i>

MOTION:
RH
SECOND:
EB
VOTE:
 PASS
 FAIL

Resolution 220816.08 Family Guidebook

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the 2022-23 Family Guidebook, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Dr. Covello</i>	<i>Presented regarding the family guidebook</i>
<i>A. Redfearn</i>	<i>Reported upon changes to the SDP code of conduct</i>

MOTION:
LJ
SECOND:
EB
VOTE:

Resolution 220816.09 PTO Buyback Policy

[X] PASS
[] FAIL

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the PTO buyback policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Dr. Covello</i>	<i>Reported upon the PTO buyback policy, including efforts to promote staff attendance</i>

MOTION:
EB
SECOND:
RH
VOTE:
[X] PASS
[] FAIL

Resolution 220816.10 Safe Schools MOU

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby ratifies and approves the Safe Schools Memorandum of Understanding, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

TABLED

Resolution 220816.11 Board Officers

RESOLVED, in accordance with Section 6.3.2(b) of its bylaws, the Board of Trustees of Lindley Academy Charter School at Birney hereby elects the following for their respective officer position, for a term ending June 30, 2023 or until such time as successors are elected.

Trustee	Office
	President
	Vice-President
	Secretary
	Treasurer

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Discussed plans to vote upon a slate of officers at the September board meeting</i>

B. DISCUSSION AND ANNOUNCEMENTS

❖ NEXT BOARD MEETING: TUESDAY, SEPTEMBER 20, 2022 AT 6:00 P.M.

ADJOURNMENT AT 7:01 P.M.

MOTION:
RH
SECOND:
LJ
VOTE:

PASS
 FAIL
