

# LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY

900 W. LINDLEY AVENUE

PHILADELPHIA, PA 19141

## **BOARD OF TRUSTEES MEETING**

LOCATION:

ZOOM CONFERENCE CALL

DATE & TIME:

AUGUST 19, 2025

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 6:05 P.M. My name is Reginald Howard. I am the President of this Board of Trustees, and I will facilitate this meeting.

This meeting is being held via video 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**

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
Reginald Howard — President Sandra Farmer — Vice President <sup>1</sup> Anita Vega-Kaiser — Secretary Barbara L. Saunders — Treasurer Evette Alliston — Trustee Regina Felder — Trustee <sup>2</sup>	Dr. Margery Covello, CEO Nancy White, Principal  Ashley Redfearn, CEO, APS Kristine Magargee, Chief Academic Officer, APS Scott Kramer, Chief Talent Officer, APS  Peter Costa, Santilli & Thomson, LLC  Abigail Lipow, Esq.  Dr. Kathleen Taylor Dr. Kaitlin K. Moran
<b>Board Members Absent:</b>	

**B. DISCLOSURE: EXECUTIVE SESSION BY REGINALD HOWARD**

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

**C. APPROVAL OF AGENDA**

MOTION:  
BARBARA L.  
SAUNDERS

SECOND:  
ANITA VEGA-  
KAISER

VOTE:  
X PASS  
[ ] FAIL

**Resolution 250819.01 Approval of the August 19, 2025 Agenda**

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the **August 19, 2025** Agenda.

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

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

**D. APPROVAL OF MINUTES**

MOTION:

EVETTE  
ALLISTON

SECOND:

**Resolution 250819.02 Approval of the June 17, 2025 Board Meeting Minutes**

<sup>1</sup> Joined the meeting at 6:57 PM

<sup>2</sup> Joined the meeting at 6:46 PM

BARBARA L. SAUNDERS

VOTE:  
X PASS  
[] FAIL

RESOLVED, that the Board of Trustees of Lindley Academy Charter School at Birney hereby approves the Minutes of the **June 17, 2025** meeting of the Board of Trustees of Lindley Academy Charter School at Birney.

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

Who	What
Board	General Discussion

**SECTION II: REPORTS**

**A. COMMUNITY COMMENT**

*Community Comment Colloquy (General Counsel)*

Good evening. My name is Abigail Lipow, 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:**

Who	What
None	None

**A. LINDLEY ACADEMY CHARTER SCHOOL AT BIRNEY CEO**

*Dr. Covello presented the monthly written CEO report, a copy of which is incorporated by reference herein, highlighting:*

- *Staff returned on August 18*
- *Reviewed current enrollment and waitlist numbers, and special education enrollment numbers*
- *Reviewed current outreach events:*
  - *Community Event in September co-hosting with the 49<sup>th</sup> Ward – Date TBA*
  - *LACS selected by State Rep. Darisha Parker’s office to receive a fully funded community garden*
  - *LACS selected by Mayor Parker’s office for extended year/ day program*
- *Reviewed renewal status updates*

**B. AMERICAN PARADIGM SCHOOLS CEO**

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

- *S. Kramer presented the HR Report:*
  - *New Hire event occurred on August 14 at Tacony High School*
  - *NTI Welcome Breakfast for NTI participants*

- *HR and Certification Professional Development for HR and certification requirements for all schools*
- *Finalized agreement with Saint Joe's University*
- *Teacher Apprenticeship Program proposal was presented by A. Redfearn at the State Apprenticeship Council Meeting on August 14 for K-4 apprenticeships*
- *Reviewed updates to Employee Handbook*
- *K. Magargee presented the Academics Team Report:*
  - *Revised scope and sequences for returning programs and prepared new scope and sequences for new programs, which will be reviewed with teachers to ensure they are comfortable with the documents*
  - *Review assessments will now include Firefly (PDE provided diagnostic for PSSAs/Keystones)*
  - *New teacher induction occurred this week, and will include teacher coaching, which will continue through the school year*

### **C. BUSINESS CONTROLLER**

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

- *Annual audit will begin within the week*
- *August payment came in with new rates from the SDP, rate was higher than expected so budget will be revised accordingly*

### **SECTION III: UNFINISHED BUSINESS**

**NONE**

### **SECTION IV: NEW BUSINESS**

#### **A. RESOLUTIONS**

MOTION:  
RF

SECOND:  
EA

VOTE:  
 PASS  
 FAIL

**Resolution 250819.03 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:  
BS

SECOND:

AVK  
VOTE:  
 PASS  
 FAIL

**Resolution 250819.04 Professional Services Contracts**

RESOLVED, the contract/s and associated report/s listed below are hereby accepted and ratified;

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

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

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
Marvin’s Education Services	\$45/hour	Provision of substitute teachers
Kokua Education, Inc.	Various Rates	Provision of substitute teachers

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

<i>Who</i>	<i>What</i>
<i>M. Covello</i>	<i>Reviewed contracts with the Board</i>

MOTION:  
SF

**Resolution 250819.05 Employee Handbook and Amendments**

SECOND:  
RF

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves of the Employee Handbook for the 2025-2026 year.

VOTE:  
X PASS  
[ ] FAIL

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

<i>Who</i>	<i>What</i>
<i>S. Kramer</i>	<i>Reviewed updates to employee handbook</i>

MOTION:  
RF

**Resolution 250819.06 Student Handbook**

SECOND:

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves of the Student Handbook for the 2025-2026 year.

EA  
VOTE:  
X PASS  
[ ] FAIL

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

<i>Who</i>	<i>What</i>
<i>M. Covello</i>	<i>Reviewed updates to student handbook</i>

MOTION:

**Resolution 250819.07 Federal Consolidated Grant Application E-Signature Authority**

AVK  
SECOND:  
SF

BE IT RESOLVED, by authority of the Board of Trustees of the Lindley Academy Charter School at Birney, and 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

VOTE:  
X PASS  
[ ] FAIL

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 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:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board</i>	<i>General Discussion</i>

MOTION:  
EA

SECOND:  
SA

VOTE:  
X PASS  
[ ] FAIL

**Resolution 250819.08 Trustees**

RESOLVED, in accordance with Section 4 of the Lindley Academy Charter School at Birney Bylaws, the Lindley Academy Charter School at Birney hereby elects the following Trustees for the terms listed below:

- Barbara Saunders: July 1, 2025 – June 30, 2028
- Regina Felder: July 1, 2025 – June 30, 2028

*By Roll Call:*

Reginald Howard – *aye*  
 Sandra Farmer – *aye*  
 Anita Vega-Kaiser – *aye*  
 Barbara L. Saunders – *aye*  
 Regina Felder – *aye*  
 Evette Alliston – *aye*

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

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board</i>	<i>General Discussion</i>

MOTION:

**Resolution 250819.09 Officers**

SECOND:

RESOLVED, in accordance with Section 7 of the Lindley Academy Charter School at Birney Bylaws, the Lindley Academy Charter School at Birney hereby elects the following Officers for the terms of office listed below:

VOTE:  
X PASS  
[ ] FAIL

President: Reginald Howard, 7/1/25 – 6/30/26  
Vice President: Sandra Farmer, 7/1/25 – 6/30/26  
Secretary: Anita Vega-Kaiser, 7/1/25 – 6/30/26  
Treasurer: Barbara L. Saunders 7/1/25 – 6/30/26

*By Roll Call:*

Reginald Howard – *aye*  
Sandra Farmer – *aye*  
Anita Vega-Kaiser – *aye*  
Barbara L. Saunders – *aye*  
Regina Felder – *aye*  
Evette Alliston – *aye*

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

<b>Who</b>	<b>What</b>
<i>Board</i>	<i>General Discussion</i>

MOTION:

**Resolution 250819.10 Advisory Trustees**

EA  
SECOND:  
AVK

RESOLVED, in accordance with Section 5 of the Lindley Academy Charter School at Birney Bylaws, the Lindley Academy Charter School at Birney hereby elects the following Advisory Trustees:

VOTE:  
X PASS  
[ ] FAIL

- Kathleen Taylor
- ~~Amy Scallon~~
- Kaitlin Moran

*By Roll Call:*

Reginald Howard – *aye*  
Sandra Farmer – *aye*  
Anita Vega-Kaiser – *aye*  
Barbara L. Saunders – *aye*  
Regina Felder – *aye*  
Evette Alliston – *aye*

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

<b>Who</b>	<b>What</b>
<i>General Counsel</i>	<i>A. Scallon notified the Board that she has removed herself from consideration as an advisory trustee due to scheduling conflicts</i>

MOTION:

**Resolution 250819.11 Visitors Policy**

BS

SECOND:

RESOLVED, the Board of Trustees of Lindley Academy Charter School at Birney hereby approves of the updated Visitors Policy, as presented.

AVK

VOTE:

X PASS

[ ] FAIL

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

<b><i>Who</i></b>	<b><i>What</i></b>
<i>M. Covello</i>	<i>Reviewed changes to policy for PDE monitoring</i>

**B. UPCOMING EVENTS**

- NEXT BOARD MEETING: SEPTEMBER 16, 2025 AT 6PM
- BACK TO SCHOOL NIGHT AND FARMER’S MARKET: AUGUST 21 @ 5:30

**ADJOURNMENT AT 7:20 PM**

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MOTION:

BLS

SECOND:

RF

VOTE:

X PASS

[ ] FAIL

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