

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 Memphis Street
Philadelphia, PA 19134
BOARD OF TRUSTEES MEETING

JUNE 13, 2018
6:00 PM

Minutes

SECTION I: CALL TO ORDER

Opening Colloquy

This meeting of the Memphis Street Academy Charter School Board of Trustees is hereby called to Order. The time is 6:00 p.m. My name is Sandra Farmer. I am the President of this Board of Trustees and I will facilitate this meeting.

This is a public meeting that was properly advertised pursuant to the Pennsylvania Sunshine Act on July 27, 2016 in the Philadelphia Daily News.

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 p.m. 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:	By Invitation: Non-Board Members:
Sandra Farmer	Antoinette Powell
Miguel Diaz	Shavonne McMillan
Tracey McKnight	Michael McLeish
Anita Vega-Kaiser	William Wilkins
Pablo Mateo	Dr. Margery Covello
Barbara Saunders	Ryan Scallon

Board Members Absent:
Michelle Campellone

B. Approval of Agenda

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VOTE:

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R18061301 Approval of the June 13, 2018 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the June 13, 2018 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

C. Approval of Minutes

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R18061302 Minutes of the May 9, 2018 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the May 9, 2018 meeting of the Board of Trustees of Memphis Street Academy Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

SECTION II: REPORTS

A. Community Comment—Moot

Community Comment Colloquy (General Counsel)

Good Evening, my name is William Wilkins, with Sand & Saidel, PC, General Counsel to the Memphis Street Academy Charter School 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.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

B. Memphis Street Academy Charter School CEO

A. Powell and S. McMillan discussed and reviewed the written reports that were submitted previously and incorporated into these minutes, which included the following:

- + Academic achievement data—STAR data;*
- + Special Education Compliance;*
- + Attendance report;*
- + Instruction/Professional Development; and*
- + Community collaboration.*

C. American Paradigm Schools CEO

Dr. Margery Covello & Ryan Scallon discussed and reviewed the written reports that were submitted previously and incorporated into these minutes, which included the following:

- + Operations & academics report; and*
- + Human resources report.*

D. Business Controller

M. McLeish submitted a financial report for April 2018. The financial report is incorporated into these minutes.

SECTION III: NEW BUSINESS

NONE

A. RESOLUTIONS

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R18061303 Report of the Business Controller

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School accepts the Financial Report of the Business Controller and all documents submitted thereby, which shall be incorporated into the record of this meeting.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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R18061304 Maschio's Food Services

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School approves the 2018-19 renewal proposal for food services from Maschio's Food Services, as presented.

FURTHER RESOLVED, that the prior acts of the Business Controller, Legal Counsel, and Executive Administration in furtherance of this resolution are hereby ratified; and

FURTHER RESOLVED, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to effect this resolution; and

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller.

FURTHER RESOLVED, that there shall be no payment under the contract until such contract is fully executed.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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R18061305 St Clair CPA Accountant

BE IT RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School appoints St. Clair CPAs as the auditor for the 2018-2019 fiscal year, and engages St. Clair CPAs to provide tax services, at a total cost not to exceed \$27,000.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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R18061306 Human Resources

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School accepts the human resources changes, modifications and additions as presented below:

New Hires	Position	Start Date	Salary
Kwaun Covington	Summer Maintenance	6/18/18	\$12.50/hr

Resignations	Position	End Date
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Kathleen Beyer	Teacher	6/15/18
Cecilia Capewell	Teacher	6/15/18
Danielle Bryant	Teacher	6/15/18
Rodney Linder	Team Coach	6/15/18
Ronesha Nixon	Director of Intervention	6/30/18
Jerome McCalla	Team Leader	6/15/18
Wajibah Thompson	Team Leader	6/15/18
Steve Ulrich	Teacher	6/15/18

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>A. Powell</i>	<i>Presented the reasons for each human resources change.</i>

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R18061307 Squeaky Clean & Green

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School ratifies the proposal submitted by Squeaky Clean & Green to provide cleaning/janitorial services to Memphis Street Academy Charter School;

FURTHER RESOLVED, that the President, business controller and legal counsel are hereby granted authority and directed to negotiate a contract between Memphis Street Academy Charter School and Squeaky Clean & Green not to exceed \$8,450.00 per month;

FURTHER RESOLVED, that Antoinette Powell, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to affect this resolution;

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>A. Powell</i>	<i>Presented the reasons for the recommended engagement.</i>

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R18061308 Electronic Security Solutions

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School ratifies the proposal submitted by Electronic Security Solutions to provide surveillance system services to Memphis Street Academy Charter School;

FURTHER RESOLVED, that the President, business controller and legal counsel are hereby granted authority and directed to negotiate a contract between

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Memphis Street Academy Charter School and Electronic Security Solutions not to exceed \$28,622.13;

FURTHER RESOLVED, that Antoinette Powell, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to affect this resolution;

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>A. Powell</i>	<i>Presented the reasons for the recommended engagement.</i>

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R18061309 Standard Digital Imaging

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School ratifies the proposal submitted by Standard Digital Imaging to provide copier services to Memphis Street Academy Charter School;

FURTHER RESOLVED, that the President, business controller and legal counsel are hereby granted authority and directed to negotiate a contract between Memphis Street Academy Charter School and Standard Digital Imaging not to exceed \$2,126.43 per month;

FURTHER RESOLVED, that Antoinette Powell, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to affect this resolution;

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>A. Powell</i>	<i>Presented the reasons for the recommended engagement.</i>

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R18061310 2018 Charter Agreement

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School ratifies the 2018 charter agreement, as presented; and

FURTHER RESOLVED, that Antoinette Powell, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary

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to affect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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R18061311 Blackney Hayes Architects

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School ratifies the proposal of Blackney Hayes Architects to provide architectural services to the Memphis Street Academy Charter School;

FURTHER RESOLVED, that the President, business controller and legal counsel are hereby granted authority and directed to negotiate a contract between Memphis Street Academy Charter School and Blackney Hayes Architects not to exceed;

FURTHER RESOLVED, that Antoinette Powell, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to effect this resolution;

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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R18061313 2018 Curriculum Purchase Order

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School approves the 2018 Curriculum Purchase Order as presented; and

FURTHER RESOLVED, that Antoinette Powell, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to affect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>A. Powell</i>	<i>Presented regarding each of the curriculum-related purchases.</i>

Upon motion by M. Diaz and second by P. Mateo, the Board voted unanimously to go into closed session to discuss a confidential employee matter.

Upon motion by A. Vega-Kaiser and second by P. Mateo, the Board voted unanimously to go into open session.

B. DISCUSSION AND ANNOUNCEMENTS

NONE

ADJOURNMENT

@ 8:32 PM

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VOTE:

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