

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 Memphis Street
Philadelphia, PA 19134
BOARD OF TRUSTEES MEETING

NOVEMBER 14, 2018

6:00 PM

Agenda

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 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 Barbara Saunders Miguel Diaz Tracey McKnight Anita Kaiser-Vega Michelle Campellone Pablo Mateo	Naimah Holliday Shavonne McMillan Gerald Santilli Michael McLeish David Annecharico, Esq. Dr. Margery Covello Ryan Scallon
Board Members Absent:	

B. Approval of Agenda

MOTION

SECOND

VOTE:

PASS

FAIL

R181114.01 Approval of the November 14, 2018 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the November 14, 2018 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

C. Approval of Minutes

MOTION

SECOND

VOTE:

PASS

FAIL

R181114.02 Minutes of the October 10, 2018 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the October 10, 2018 meeting of the Board of Trustees of Memphis Street Academy Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

SECTION II: REPORTS

A. Community Comment

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico 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>

B. Memphis Street Academy Charter School CEO

C. American Paradigm Schools CEO

D. Business Controller

SECTION III: NEW BUSINESS

A. RESOLUTIONS

MOTION

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SECOND

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VOTE:

PASS

FAIL

R181114.03 End of Year Fund Balance

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School designates ending fund balance for the year ending June 30, 2018 as follows:

Designated for Prepaid Expenses	\$ 223,031
Available for Capital Improvements	\$ 6,000,000
Designated for Future Operations	\$ 4,000,000
Undesignated Funds	\$ 780,419
Total Fund Balance	<u>\$11,003,450</u>

MOTION

SECOND

VOTE:

[] PASS

[] FAIL

MOTION

SECOND

VOTE:

[] PASS

[] FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

R181114.04 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>

R181114.05 Uniform Human Resources Resolution

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School ratifies the human resources changes, modifications and additions as presented.

HIRES/COMPENSATION CHANGES		
NAME	TITLE	SALARY
Amy Pocius	Music Teacher	\$46,457
Gillis Jones	Full Time NTA	\$30,000
Mary Kathryn Flannery	Compensation Change (increase)	\$74,000
Lisa Forrest-Schultz	Compensation Change (increase)	\$30,000

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
Bryan Kohl (resignation)	5 th Grade Math Teacher	11/20/2018
Francesca Marrone (termination)	Alternative Education Teacher	11/14/2018

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION

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SECOND

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VOTE:

PASS

FAIL

R181114.06 Uniform Professional Services Proposals Resolution

RESOLVED, the Professional Services Proposal/s and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the 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 Proposal/s;

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

Contractor	Amount	Comment: Terms and Conditions
Lor Mar Mechanical	\$27,960	HVAC Services
Bustleton Services	Various Rates	Snow Removal
RS Sales & Services	\$1,425	Refrigerator Inspections

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

MOTION

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SECOND

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VOTE:

PASS

FAIL

R181114.07 Uniform Purchase Services Proposals Resolution

RESOLVED, the Purchase Services, Proposal/s and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract based upon these Purchase Services Proposals.

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

Contractor	Amount	Comment: Terms and Conditions

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

MOTION

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SECOND

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VOTE:

PASS

FAIL

R181114.08 Holiday Bonus for MSA Staff

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School offer a Holiday Bonus in the amount of \$250 to full time staff and \$100 to part time staff.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION

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SECOND

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VOTE:

PASS

FAIL

R181114.09 Installation of Board Treasurer

RESOLVED, that, in accordance with the bylaws of Memphis Street Academy Charter School, _____ is hereby installed as Treasurer of the Board of Trustees.

MOTION

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SECOND

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VOTE:

PASS

FAIL

R181114.10 Resignation of Tracy McKnight

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School honors Tracey McKnight for her service to it as the Parent Trustee;

FURTHER RESOLVED, that Memphis Street Academy Charter School accepts the resignation of Tracey McKnight from the Memphis Street Academy Board of Trustees effective November 14, 2018.

B. DISCUSSION AND ANNOUNCEMENTS

- NEXT BOARD MEETING: January 9, 2019

ADJOURNMENT

MOTION

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SECOND

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VOTE:

181114

PASS
 FAIL