

# MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 Memphis Street  
Philadelphia, PA 19134  
BOARD OF TRUSTEES MEETING

**CONFERENCE CALL**  
**800-977-8002 – CODE 4657793**

**OCTOBER 10, 2018**  
**12:00 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 12:00 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**

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
<p>Sandra Farmer Barbara Saunders Tracey McKnight Anita Vega-Kaiser Michelle Campellone Miguel Diaz</p> <p><b>Board Members Absent:</b> Pablo Mateo</p>	<p>Shavonne McMillan Gerald Santilli Dr. Margery Covello Michael McLeish David Annecharico, Esq. Abigail Lipow, Esq.</p>

**B. Approval of Agenda**

MOTION

   BARBARA SAUNDERS   

–

SECOND

   MIGUEL DIAZ   

VOTE:

PASS

FAIL

**R181010.01 Approval of the October 10, 2018 Agenda**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the October 10, 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**

MOTION

   ANITA VEGA-KAISER   

SECOND

   BARBARA SAUNDERS   

VOTE:

PASS

FAIL

**R181010.02 Minutes of the September 12, 2018 Meeting**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the September 12, 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**

*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:***

<b>Who</b>	<b>What</b>
N/A	N/A

**B. Memphis Street Academy Charter School CEO**

*Shavonne McMillan (on behalf of Naimah Holliday)*

- *Enrollment and attendance updates*
  - o *Analyzing attendance data for the school*
  - o *Discussed attendance incentive programs*
    - *Pizza Party*
- *Staffing*
  - o *In need of various positions; have hired new teacher for math*
- *All epicenter requirements submitted on time*
- *8/1 PDE annual report submitted*
- *Discussed funding grants: safety and security fund grant*
- *Discussed curriculum feedback*
- *Discussed upcoming school events*
- *GED community member classes began October 2, 2018*
  - o *Discussion regarding the particulars of the GED program*
- *Holliday Meeting w/ MR Strategies*
- *Temple Scholar and Vetri*

**C. American Paradigm Schools CEO**

*Gerry Santilli*

- *Working to fill vacancies—brought extra math teachers*
  - o *Implementing Academic Plan for the year*
- *Discussion re: student enrollment size*

- School District meeting regarding roof damage
  - o Director of Facilities looking to find funds for roof/ basement

**D. Business Controller**

*Michael McLeish*

- student enrollment is less than expected = loss of revenue from school district and eventual decrease in funding
  - o Discussed in financial report
- Cash flow is strong
- August financials disclosed
- Almost all receivables for the 17-18 year have been received
- After final audit-potential resolution in November meeting to reserve money for capital improvements in the future

**SECTION III: NEW BUSINESS**

A. RESOLUTIONS

MOTION

ANITA VEGA- KAISER

SECOND

MIGUEL DIAZ

VOTE:

PASS

FAIL

**R181010.03 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:***

<b>Who</b>	<b>What</b>
<i>Michael McLeish</i>	<i>See above</i>

MOTION

BARBARA SAUNDERS

SECOND

MIGUEL DIAZ

VOTE:

PASS

FAIL

**R181010.04 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.

<b>HIRES</b>		
<b>NAME</b>	<b>TITLE</b>	<b>SALARY</b>
Christopher Wiegand	8 <sup>th</sup> Grade Math Teacher	\$45,282
Bryan Kohl	5 <sup>th</sup> Grade Teacher	\$77,458
Zachary Classetti	Math Specialist	45,282

**TERMINATIONS / RESIGNATIONS**

NAME	TITLE	EFFECTIVE DATE
Aaron Sobel Michelle Santiago	Music Teacher Community Engagement Liaison	9/20/2018 10/5/2018

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

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General Discussion Discussion of price bracket</i>

MOOT

**R181010.05 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
NONE	N/A	N/a

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

<i>Who</i>	<i>What</i>
<i>N/A</i>	<i>N/A</i>

MOOT

**R181010.06 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
None	N/A	N/A

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

Who	What
N/A	N/A

B. DISCUSSION AND ANNOUNCEMENTS

- NEXT BOARD MEETING: November 14, 2018 at Memphis Street Academy Charter School

**ADJOURNMENT AT 12:30**

MOTION

\_\_BARBARA SAUNDERS\_\_

SECOND

\_\_ANITA VEGA-KAISER\_\_

VOTE:

PASS

FAIL