

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 Memphis Street
Philadelphia, PA 19134
BOARD OF TRUSTEES MEETING

SEPTEMBER 12, 2018
6:00 PM

CONFERENCE CALL
800-977-8002 – CODE 4657793

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 6:06 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, 2018 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 Anita Vega-Kaiser Miguel Diaz Tracey McKnight Pablo Mateo Board Members Absent: Michelle Campellone	Naimah Holliday Shavonne McMillan Gerald Santilli Dr. Margery Covello Ryan Scallon Katie Santilli Michael Thomson Michael McLeish Daniel H. Sidel, Esq. David Annecharico, Esq.

B. Approval of Agenda

MOTION
 MIGUEL DIAZ
 SECOND
 TRACEY
 MCKNIGHT
 VOTE:
 PASS
 FAIL

R180912.01 Approval of the September 12, 2018 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the September 12, 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
 PABLO MATEO
 SECOND
 MD
 180912.
 MSA BOARD MEETING AGENDA
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R180912.02 Minutes of the August 8, 2018 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the August 8, 2018 meeting of the Board of Trustees of Memphis

VOTE:

[] PASS

[] FAIL

Street Academy Charter School.

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 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:

Who	What
None	None

B. Memphis Street Academy Charter School CEO

Naimah Holliday

- + *Reviewed the CEO board report, previously submitted.*
- + *Reviewed the MSA school improvement plan, previously submitted to the Board. The MSA school improvement plan was drafted in conjunction with American Paradigm Schools.*

Shavonne McMillan

- + *Reviewed portions of the CEO board report addressing curriculum and instruction*
- + *Discussed upcoming celebration of Hispanic Heritage month*

The Board discussed community outreach initiatives through consultant MR Strategies.

C. American Paradigm Schools CEO

Gerald Santilli

+ Reviewed the APS monthly report, previously submitted to the Board of Trustees.

+ The focus for MSA during the 2018/2019 school year is academic restructuring and strengthening the Caring School Community model.

+ Discussed costs and incidental costs related to building renovations and necessary repairs.

+ Reported upon recent discussions with the School District of Philadelphia regarding capital improvements.

The board requested that the APS report include a column tracking goal / task completion.

D. Business Controller

Michael McLeish

+ Reviewed the July 2018 financial report, previously submitted.

+ Updated the Board regarding the audit conducted by CPA Firm St. Claire's.

+ Discussed updating signatories for MSA bank accounts.

SECTION III: NEW BUSINESS

A. RESOLUTIONS

MOTION

TRACEY
MCKNIGHT

SECOND

MIGUEL DIAZ

VOTE:

[X] PASS

[] FAIL

R180912.03 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:

<i>Who</i>	<i>What</i>
<i>Michael McLeish</i>	<i>See above</i>
<i>Board</i>	<i>General Discussion</i>

R180912.04 Uniform Human Resources Resolution

MOTION

PABLO MATEO

SECOND

TRACEY
MCKNIGHT

VOTE:

[X] PASS

[] FAIL

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

HIRES		
NAME	TITLE	SALARY
Christian Copeland	Building Substitute	\$125/day -start 9/13/18
Matthew Anderson	Counselor	\$48,270 –start 8/27/18
Sasha Duran	Part Time Bilingual Class Asst.	\$15/hour -start 8/28/18
Kathleen Iuliucci	5 th Grade Teacher	\$61,535 –start 8/21/18
Anthony Jackson	5 th Grade Dean’s Assistant	\$41,200 –start 8/13/18
Lindsey Kern	8 th Grade Teacher	\$45,282 –start 8/22/18
Francesca Marrone	Alternative Ed. ELA Teacher	\$58,977 –start 8/16/18
Yerly Tineo	Part Time Bilingual Class Asst.	\$15/hour -start 8/13/18
Craig Williams	Gym Teacher	\$45,282 –start 8/22/18

RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
Craig Williams	Gym Teacher	9/11/18

POSITION/ SALARY CHANGES		
NAME	TITLE	EFFECTIVE DATE
Jocelyn Singleton	From summer Custodian to full time Custodian	8/28/18
Pedro Rodriguez	Custodian to Custodian Supervisor	8/28/18
Tiffany Brown	School Secretary to School Fiscal Officer	8/28/18
Karriema Brittain		
Iris Rodriguez		\$30,000
Damita Smith	Full Time I/A	\$30,000
Keisha Kale	Full Time I/A	\$30,000
	Full Time I/A	\$30,000
	Full Time I/A	\$30,000

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Naimah Holliday</i>	<i>Reviewed the human resources changes presented above.</i>

MOTION

ANITA VEGA-
KAISER

SECOND

R180912.05 Uniform Professional Services Proposals Resolution

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

MIGUEL DIAZ

VOTE:

[X] PASS

[] FAIL

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
Bustleton Services, Inc.	\$22,500	Two (2) Slide Gates
Omega Security Systems, Inc.	\$1,500	Electronic Gate Control & Camera

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
General Counsel	See RFP No. 2018 8-21-18, attached hereto at 5.1. RFP. 2018. 8.21.18, indicating compliance with 24 P.S. 7-751. These minutes memorialize that for all applicable contracts that exceed a base amount of ten thousand dollars (\$10,000), subject to adjustment under 24 P.S. § 1-120, but are less than the amount requiring advertisement and competitive bidding, or, in lieu of price quotations, that fewer than three qualified contractors exist in the market area within which it is practicable to obtain quotations.
Board	General Discussion

MOOT

R180912.06 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
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N/A	N/A
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MOTION
PABLO MATTEO
SECOND
ANITA VEGA-
KAISER
VOTE:
[X] PASS
[] FAIL

R180912.07 Policy: ELL

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School ratifies the English Language Learners Policy as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General Discussion</i>
<i>General Discussion</i>	<i>Policies were revised to reflect new Reclassification and Exit criteria.</i>

B. DISCUSSION AND ANNOUNCEMENTS

- NEXT BOARD MEETING: October 10, 2018 at 12pm by Conference Call
- *The Board discussed board member term and term limit requirements in the recently executed charter for Memphis Street Academy Charter School*

ADJOURNMENT AT 6:53PM

MOTION
PABLO MATTEO
SECOND
MIGUEL DIAZ
VOTE:
[X] PASS
[] FAIL