

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

BOARD OF TRUSTEES MEETING

LOCATION:
2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

DATE & TIME
MAY 8, 2019
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 6:18 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 Anita Vega-Kaiser	Naimah Holliday Shavonne McMillan Michael McLeish
Board Members Absent: Michelle Campellone Pablo Mateo	Gerald Santilli Scott Kramer Katie Santilli David Annecharico, Esq.

B. Disclosure: Executive Session

I'd like to state, for purposes of the Minutes of this meeting that on April 16 2019, the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:

(x) **Discuss Confidential Matters.** To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

B. Approval of Agenda

MOTION

BARBARA SAUNDERS

SECOND

ANITA VEGA-KAISER

VOTE:

PASS

FAIL

R190508.01 Approval of the May 8, 2019 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the May 8, 2019 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

R190508.02 Minutes of the April 10, 2019 Meeting

ANITA VEGA-
KAISER

SECOND

BARBARA
SAUNDERS

VOTE:

PASS

FAIL

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the April 10, 2019 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>

MOTION

ANITA VEGA-
KAISER

SECOND

BARBARA
SAUNDERS

VOTE:

PASS

FAIL

R190508.03 Minutes of the April 16, 2019 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the April 16, 2019 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>

MOTION

ANITA VEGA-
KAISER

SECOND

BARBARA
SAUNDERS

VOTE:

PASS

FAIL

R190508.04 Minutes of the April 29, 2019 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the April 29, 2019 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:

Who	What
None	N/A

B. Memphis Street Academy Charter School CEO

Naimah Holliday – CEO of Memphis Street Academy

- + Reviewed the May 2019 CEO report, previously disseminated to the Board
- + At next month’s meeting, Ms. Holliday will present, for 20 minutes, the proposed mission and vision for MSA during the 19/20 school year.
- + Enrollment is 749 students. In 2019/20 school year, MSA anticipates 760 students.
- + Ms. Holliday has worked with Michael McLeish regarding end of year operations.
- + The CSO will visit Memphis Street Academy.
- + Discussed sports initiatives through the MPAA
- + A retreat with instructional leaders has been planned. The purpose of the retreat is to set goals during the 2019/20 school year.

Shavon McMillan – Principal of Memphis Street Academy

- + Reported on activities relating to standardized testing.
- + Discussed professional development
- + Reported on ELL initiatives at MSA
- + Indicated that students have been administered a teacher “report card”.
- + Indicated that MSA is facilitating teacher appreciation week. Ms. McMillan discussed initiatives of the administration.

C. American Paradigm Schools CEO

Gerald Santilli – CEO of American Paradigm Schools

- + Reviewed the May 2019 APS board report, previously submitted.
- + In June 2019, APS is sponsoring a leadership retreat for CEO’s, Principals and Vice-Principals. The “Eureka Project” curriculum will be one topic. Dr. Ronald Whittaker, Head of Urban Education Center at Cabrini College will be providing a seminar for staff. Dr. Whittaker will incorporate diversity and equity training. Additionally, HR, trauma-informed and legal training will be provided to CEO’s. The leadership retreat will occur at APS headquarters. June 17-20, 2019.
- + APS will retain the services of additional Academic Support Coaches during the 2019/20 school year.
- + APS will add a Special Education support person to assist schools with social services and evaluative referrals.
- + Discussed capital projects at MSA over the summer.

+ The Board discussed obtaining quotes for a security fence to protect assets used in building improvements this weekend.

D. Business Controller

Michael McLeish – Santilli & Thomson

- + Reviewed the March 2019 financial report, previously disseminated.
- + Discussed the existing fund balance.
- + Discussed the spending of the Student Improvement Grant
- + Reviewed disbursements.

SECTION III: NEW BUSINESS

A. RESOLUTIONS

MOTION

ANITA VEGA-
KAISER

SECOND

BARBARA
SAUNDERS

VOTE:

[X] PASS

[] FAIL

MOOT

R190508.05 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>M. McLeish</i>	<i>See above</i>

R190508.06 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		
NAME	TITLE	EFFECTIVE DATE
<i>None</i>	<i>None</i>	<i>None</i>

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
<i>None</i>	<i>None</i>	<i>None</i>

MOTION
 MIGUEL DIAZ
 SECOND
 BARBARA SAUNDERS
 VOTE:
 PASS
 FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

R190508.07 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 that contracts 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
Jade Painting Enterprise, Inc.	\$20,000	Painting of handrails in four stair towers and entranceway to gym. Lowest of three bids.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R190508.08 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:

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

MOTION
MIGUEL DIAZ
SECOND
BARBARA SAUNDERS
VOTE:
 PASS
 FAIL

R190508.09 Approval of Health Insurance Plan

RESOLVED that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Alternative PPO Health Plan health insurance plan, as presented;

FURTHER RESOLVED, the CEO, in consultation with the business controller and general counsel, is authorized to execute any document or delegate any task necessary to effect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; S. Kramer</i>	<i>General Discussion. Discussed alternative plans and cost efficiency. Discussed informing employees in their offer letters of the benefit improvements.</i>
<i>S. Kramer</i>	<i>Discussed and reviewed the proposed changes to the existing MSA health plan offered to employees. The MSA health plan is congruent with benefits offered to School District employees.</i> <i>Reviewed flex spending, which will be added to the 19/20 healthcare benefit plan offered to employees.</i>

MOTION
ANITA VEGA-KAISER
SECOND
BARBARA SAUNDERS
VOTE:
 PASS
 FAIL

R190508.10 Approval of 2019-2020 Budget

RESOLVED that the Board of Trustees of Memphis Street Academy Charter School hereby approves the 2019-2020 Budget, as presented;

FURTHER RESOLVED, the CEO, in consultation with the business controller and general counsel, is authorized to execute any document or delegate any task necessary to effect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Michael McLeish</i>	<i>Reviewed the proposed 2019/2020 Memphis Street Academy Charter School budget and discussed the same with board members. Reviewed the raises and benefits connected with the APS salary scale.</i>
<i>Naimah Holliday</i>	<i>Discussed additions to the Caring School Community model and budgetary initiatives.</i>
<i>Board; Gerald Santilli</i>	<i>Discussed bi-lingual positions during the 19/20 school year with administration. Gerald Santilli encouraged the administration to collaborate with Thomas Scheid who piloted a bi-lingual program.</i>

	<i>Scott Kramer discussed APS collaboration with Greenheart international, a teacher exchange program.</i>
--	--

By Roll Call Vote:

Sandra Farmer - *aye*
 Barbara Saunders- *aye*
 Miguel Diaz- *aye*
 Anita Vega-Kaiser- *aye*
 Michelle Campellone -*absent*
 Pablo Mateo - *absent*

MOTION
 MIGUEL DIAZ
 SECOND
 ANITA VEGA-
 KAISER
 VOTE:
 PASS
 FAIL

R190508.11 Approval of 2019-2020 Board Meeting Schedule

RESOLVED that the Board of Trustees of Memphis Street Academy Charter School hereby approves the 2019-2020 Board Meeting Schedule, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

Upon MOTION by BARBARA SAUNDERS and SECOND by MIGUEL DIAZ the Board UNANIMOUSLY entered CLOSED SESSION to discuss legally privileged matters.

Upon MOTION by BARBARA SAUNDERS and SECOND by MIGUEL DIAZ the Board UNANIMOUSLY entered OPEN SESSION.

MOTION
 BARBARA
 SAUNDERS
 SECOND
 ANITA KAISER
 VOTE:
 PASS
 FAIL

R190508.12 Contract: Naimah Holliday

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the renewal of Ms. Naimah Holliday’s contract for employment upon terms and conditions to be negotiated by the President of the Board of Trustees in consultation with general counsel and the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. DISCUSSION AND ANNOUNCEMENTS

- NEXT BOARD MEETING: June 12, 2019

ADJOURNMENT AT 8:00 PM

MOTION

MIGUEL DIAZ

SECOND

ANITA VEGA-KAISER
VOTE:

PASS
 FAIL