

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

BOARD OF TRUSTEES MEETING

LOCATION:
2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

DATE & TIME
JUNE 12, 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 6:12 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:
<p>Sandra Farmer Barbara Saunders Miguel Diaz Anita Vega-Kaiser Michelle Campellone Pablo Mateo</p> <p>Board Members Absent:</p>	<p>Naimah Holliday Gerald Santilli</p> <p>David Annecharico, Esq. Dean Krebs, Esq.</p> <p>Dr. Margery Covello Katie Santilli</p>

B. Disclosure: Executive Session

I'd like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this meeting.

C. Approval of Agenda

MOTION
PABLO MATEO
SECOND
BARBARA SAUNDERS
VOTE:
 PASS
 FAIL

R190612.01 Approval of the June 12, 2019 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the June 12, 2019 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

D. Approval of Minutes

MOTION
PABLO MATEO
SECOND
BARBARA SAUNDERS
VOTE:
 PASS
 FAIL

R190612.02 Minutes of the May 8, 2019 Meeting

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

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

B. Memphis Street Academy Charter School CEO

- a. *Ms. Naimah Holliday – CEO of Memphis Street Academy*
 - i. *Reviewed and discussed with the Board the June 2019 Board report, previously disseminated to the Board. Discussion included:*
 - 1. *Continuing and ongoing recruitment for new staff members;*
 - 2. *Recent Spirit of Philadelphia and Great Adventure trip; and*
 - 3. *Discussed school initiatives for the 2019-20 school year and recent professional development .*
 - ii. *Discussed resignation of Shavonne McMillan, Principal of Memphis Street Academy.*
 - 1. *Indicated that APS was assisting in finding a replacement and a new Principal was anticipated to be hired before July 1, 2019.*
 - iii. *Answered Board questions.*

C. American Paradigm Schools CEO

- a. *Gerald Santilli – CEO of American Paradigm Schools*
 - i. *Reviewed and discussed with the Board the June 2019 Board report, previously disseminated to the Board. Discussion included:*

1. *Indicating 4 recent hires, including 2 coaches and a mental health professional to provide resources for families;*
 2. *Indicated recent hire of Ms. Ashley Redfearn as Executive Director;*
 3. *Discussed the total compensation handout, previously disseminated to the Board, that will be provided to MSA employees to ensure they are completely informed of their compensation plan; and*
 4. *Indicated importance of school staff development to provide high quality personnel.*
- ii. *Discussed additional necessary renovations to MSA's facility, specifically that peeling paint was peeling off, clogging pipes, and resulting in flooding. Requested Board approve the resolution in the agenda for repairs; and*
 - iii. *Highlighted APS's efforts to ensure minority vendors submit bids.*
- b. *Ms. Margery Covello – Chief of Staff of American Paradigm Schools*
 - i. *Recommended Board attend 3-hour training at LaSalle University*

D. Business Controller

- a. *Board reviewed and discussed the April 2019 financial report from Santilli & Thomson, previously disseminated to the Board.*
- b. *Board requested that Ms. Holliday review line items related to Supplies, Books, and Software budget, as the report indicated they were overbudgeted.*

SECTION III: NEW BUSINESS

A. RESOLUTIONS

MOTION
 MICHELLE
 CAMPPELLONE
 SECOND
 BARBARA
 SAUNDERS
 VOTE:
 [X] PASS
 [] FAIL

R190612.03 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>Board</i>	<i>General discussion</i>

MOTION
 MIGUEL DIAZ
 SECOND
 BARBARA
 SAUNDERS

R190612.04 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.

VOTE:

PASS

FAIL

HIRES		
NAME	TITLE	START DATE
Marcia Butler	Instructional Coach	8/2019
Zita Colins	Behavior Specialist	8/2019
Alicia Feldman	7th Grade English Teacher	8/2019
Megan Finan	Science Teacher	8/2019
Matthew Flory	6th Grade Humanities/Science Teacher	8/2019
Brittany Holt	Cafeteria Aide	8/2019
Denise Johnson	Interim Principal	8/2019
Richard Moyer	Humanities Teacher	8/2019
Joseph Smith	Math Teacher	8/2019

RESIGNATIONS / NON-RENEWALS		
NAME	TITLE	EFFECTIVE DATE
Megan Douglas (resignation)	5th Grade Teacher	6/30/19
Dominic McAllister (resignation)	5th Grade Teacher	6/30/19
Marco Kopac (resignation)	8th Grade Teacher	6/30/19
Patrick McCarthy (resignation)	6th Grade Teacher	6/30/19
Melanie Fishgold (resignation)	5/6 Learning Support Teacher	6/30/19
Shavonne McMillan (resignation)	Principal	6/11/19
Zachary Cassetti	Math Intervention	6/11/19

(non-renewal)	Teacher	
Kelly Cooper (non-renewal)	Instructional Aide	6/11/19
Adrienne Murphy (non-renewal)	Dean	6/11/19
Jessica Goldberg (non-renewal)	5th Grade Teacher	6/11/19
Amy Pocius (non-renewal)	Music Teacher	6/11/19
John Power (non-renewal)	8th Grade Teacher	6/11/19
Monique Whitaker (non-renewal)	7th Grade Teacher	6/11/19
Deborah Lind (non-renewal)	5th Grade Teacher	6/11/19

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>G. Santilli</i>	<i>Advised that "consultant" not be used on manning table as it may lead to confusion as to whether the person is an employee or contractor</i>

MOOT

R190612.05 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
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R190612.06 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
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION

BARBARA SAUNDERS

SECOND

ANITA VEGA-KAISER

VOTE:

[X] PASS

[] FAIL

R190612.07 Change Order to BSI A105

WHEREAS Memphis Street Academy Charter School and BSI Construction LLC have entered into a Standard Short Form Agreement Between Owner and Contractor for the provision of new electrical service, removal and replacement of roof, removal and replacement of exterior windows, provision of new window AC units, and repair of leaks in the basement (“A105”);

WHEREAS Article 10 of the A105 authorizes Owner to approve changes in the work contracted under the A105 within the general scope of that Contract, consisting of additions, deletions or other revisions; and

WHEREAS BSI Construction has submitted an estimate for Interior Courtyard Masonry Repairs under Article 10 of the A105 (“Courtyard Masonry Repair Change Order”)

RESOLVED, the Memphis Street Academy Charter School Board of Trustees ratifies that Courtyard Masonry Repair Change Order.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Discussed that the A105 is a standard contract that identifies MSA, solely for the purpose of that contract, as the Owner”; however, MSA is a licensor, not owner, of the</i>

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

property.

R190612.08 Title IX Grievance Policy

RESOLVED, the Memphis Street Academy’s Board of Trustees ratifies the Title IX Grievance Policy 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 ANITA VEGA-KAISER and SECONDED by BARBARA SAUNDERS, the Board UNANIMOUSLY entered into CLOSED SESSION

Upon MOTION by BARBARA SAUNDERS and SECONDED by PABLO MATEO, the Board UNANIMOUSLY entered into OPEN SESSION

B. DISCUSSION AND ANNOUNCEMENTS

- BOARD EXPRESSED APPRECIATION TO MIQUEL DIAZ FOR RECENT ASSISTANCE AT SPECIAL OLYMPICS
- DAVID ANNECHARICO REMINDED BOARD ABOUT NEEDING A PARENT TRUSTEE

- NEXT BOARD MEETING: August 14, 2019

ADJOURNMENT @ 7:55

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