

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

BOARD OF TRUSTEES MEETING

LOCATION:
2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

DATE & TIME:
SEPTEMBER 11, 2019
6:00PM

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 6:03 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 Michelle Campellone Pablo Mateo	Naimah Holliday-Wimberly Amanda Hennie Michael McLeish Gerald Santilli Katie Santilli David Annecharico, Esq. Dean Krebs, Esq.
Board Members Absent:	

B. Approval of Agenda

MOTION
 MIGUEL DIAZ
 SECOND
 PABLO MATEO
 VOTE:
 PASS
 FAIL

R190911.01 Approval of the September 11, 2019 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the September 11, 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
 PABLO MATEO
 SECOND
 MIGUEL DIAZ
 VOTE:
 PASS
 FAIL

R190911.02 Minutes of the August 14, 2019 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the August 14, 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

<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>None</i>	<i>N/A</i>

B. Memphis Street Academy Charter School CEO

a. *Ms. Naimah Holliday-Wimberly—Chief Executive Officer of Memphis Street Academy Charter School*

- i. Indicated to the Board that the current student enrollment is 720;*
- ii. Indicated to the Board that the Title 1 school-wide plan was submitted on September 1, 2019;*
- iii. Discussed with the Board the school’s adoption of the Caring School Community model;*
- iv. Discussed with the Board a number of school culture events, including Back to School Night BBQ, upcoming school picture day, Pajama day, and a desire to bring back APS events; and*
- v. Discussed with the Board community relation events, including Sheridan Day on August 30, the IBX Community Wellness Partnership, and that a WHYY documentary is requesting information from MSA to know what the schools are doing to support students and families who are suffering from the opioid epidemic.*

b. *Ms. Amanda Hennie—Principal at Memphis Street Academy Charter School*

- i. Discussed with the board four priorities at the school this year, including accelerating all students via personalized learning, utilization of Eureka, improving student voice, and improving open-ended responses for reading and math.*
 - 1. Regarding acceleration students through personalized learning, Ms. Hennie shared with the Board how MSA will increase academic program through strategic reading tutoring, Reading Plus, Study Island, Read 180, and Dreambox,*
 - 2. Regarding Eureka, Ms. Hennie shared with the Board MSA’s utilization of Eureka Math and how this program is in-line with PSSA.*
 - 3. Regarding Student Voice, Ms. Hennie shared with the Board strategies utilized to engage with the student body, and that some students learn better than simply being lectured at by a teacher.*

4. *Regarding Open-ended responses, Ms. Hennie explained that open-ended responses are 25% of the total PSSA score and strategies to assist MSA students in this category.*

ii. *Discussed with the Board professional development that teachers have and will receive, including Reading Plus, Dreambox, ELA-Total Participation Techniques, Social Studies-Analytical Writing, Science-Study Island, Math-Eureka Lesson Internalization, Education Elements coming to Launch Personalized Learning, Strategies to support analytical writing, Writing Math Goals, and a Book Study.*

C. American Paradigm Schools CEO

a. *Mr. Gerald Santilli—Chief Executive Officer of American Paradigm Schools*

i. *Discussed and reviewed with the Board the APS report, previously disseminated to the Board.*

ii. *Indicated to the Board that APS's goal is to provide support, not dictate direction, to MSA.*

iii. *Indicated to the Board that APS is available for any of MSA's needs.*

iv. *Indicated that Professional Development is a core asset of what APS can do to assist MSA and has hired additional coaches.*

v. *Indicated that MSA was essentially fully staffed, which Mr. Santilli credited to MSA working with APS.*

vi. *Updated the Board on the school's renovations, including:*

1. *Applauding the teams of MSA, BSI, and APS with working closely together.*

2. *Indicated to the Board there was an ongoing issue regarding the windows on the ground floor leaking. Mr. Santilli explained that for cost purposes these windows were not included in the original project cost to keep the total cost under \$6 million. Advised the Board that a change order will be required.*

3. *Answer Board questions regarding the renovations.*

vii. *Indicated to the board that Rachel's Challenge is in October, which is a age appropriate presentation to work collaboratively.*

D. General Counsel

a. *Mr. David Annecharico, Esq.*

i. *Expressed appreciation to the Board for reviewing the amended by-laws*

ii. *Discussed with the Board the addition of permanent committees under these amended by-laws, including fiscal planning committee, academic data and curriculum committee, and administrative services,*

iii. *Board discussed and asked questioned related to required clearances for Board members.*

E. Business Controller

a. Mr. Michael McLeish—Santilli & Thomson

i. Discussed and reviewed with the Board the July 2019 Financial report, previously disseminated.

1. Indicated to the Board that changes were minimal during July;
2. Indicated to the Board that the school will continue to get payments based on last year's enrollment until October;
3. Indicated that the budget was for 760 students, but the school is closer to 720 students, though increase in subsidy will help cut the potential loss;
4. Indicated that cash was \$8.7 million;
5. Recommend that MSA maintain 100 days of cash at all times, approximately \$3.5 million;
6. Indicated that disbursements were \$2.7 million, of which \$2.4 million was to BSI for renovations.

SECTION III: NEW BUSINESS

A. RESOLUTIONS

MOTION
ANITA VEGA-
KAISER

SECOND
BARBARA
SAUNDERS

VOTE:

PASS

FAIL

R190911.03 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
 BARBARA SAUNDERS
 SECOND
 PABLO MATEO
 VOTE:
 PASS
 FAIL

R190911.04 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.

HIRES		
NAME	TITLE	START DATE
Elizabeth West	6 th Grade Math Teacher	08/28/19
Caitlyn Shearburn	Special Education Teacher	09/11/19

RESIGNATION/TERMINATION		
NAME	TITLE	START DATE
Allyssa Hampson	7 th Grade Teacher	06/30/19
Wayne Covington	Maintenance	08/30/19

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION
 MIGUEL DIAZ
 SECOND
 BARBARA SAUNDERS
 VOTE:
 PASS
 FAIL

R190911.05 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 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
Bustleton Services, Inc.	Plowing: \$937.50 - \$1,937.50; price depends on snow fall Shoveling: \$437.50 - \$1,437.50; price depends on snow fall	Snow removal for 2019-20 SY

	Salt application per visit: \$750.00.	
Center School	\$36,000 for 2019-20 SY	Approved Private School for 2019-20 SY

Notes of Discussion / Advance Regulatory and Financial Comment:

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

NONE

R190911.06 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

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION

ANITA VEGA-KAISER

SECOND

BARBARA SAUNDERS

VOTE:

PASS

FAIL

R190911.07 Amended By-Laws

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby ratifies and approves the Amended By-Laws, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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

B. DISCUSSION AND ANNOUNCEMENTS

- *Gerald Santilli—Chief Executive Officer of American Paradigm Schools*
- *Reminded the Board regarding upcoming Board Training on Saturday, September 14, 2019 at 8:30am.*

- NEXT BOARD MEETING: October 9, 2019

ADJOURNMENT AT 7:07 PM

MOTION

BS

SECOND

AVK

VOTE:

PASS

FAIL