

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

BOARD OF TRUSTEES MEETING

LOCATION:
2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

DATE & TIME:
JANUARY 8, 2020
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 6:00 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

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.
Board Members Absent:	

B. DISCLOSURE: EXECUTIVE SESSION BY SANDRA FARMER

1. 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

BARBARA SAUNDERS

SECOND

ANITA VEGA-KAISER

VOTE:

PASS

FAIL

R200108.01 Approval of the January 8, 2020 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the January 8, 2020 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

SANDRA FARMER

SECOND

PABLO MATTEO

VOTE:

PASS

R200108.02 Minutes of the December 11, 2019 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the December 11, 2019 meeting of the Board of Trustees of Memphis Street Academy Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

200108

<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>N/A</i>

B. Memphis Street Academy Charter School CEO

- a. *Ms. Naimah Holliday-Wimberly—Chief Operating Officer of Memphis Street Academy*
 - i. *Reviewed and discussed with the Board the January CEO report, previously disseminate to the Board; and*
 - ii. *Announced to the Board that “Good Day Philadelphia” will be filmed live at the school on January 14 at 9am.*
- b. *Ms. Amanda Hennie—Principal of Memphis Street Academy*
 - i. *Reviewed and discussed with the Board the Curriculum and Instruction parts of the January CEO report, previously disseminated to the Board.*

C. American Paradigm Schools CEO

- a. *Mr. Gerald Santilli—Chief Executive Officer of American Paradigm Schools & Katie Santilli—Chief Business Offer of American Paradigm Schools*
 - i. *Reviewed and discussed with the Board the January APS report, previously disseminated to the Board;*
 - ii. *Informed that Board that APS will be instituting a new data dashboard that links student attendance, discipline, academics and suspensions. APS will purchase the software and provide training to the teachers and staff;*

- iii. *Discussed and reviewed with the Board the use of Student Information Systems at MSA; and*
- iv. *Discussed and reviewed with the Board water testing conducted at the school premises.*

D. General Counsel

- a. *David Annecharico, Esq—Sand & Saidel, P.C.*
 - i. *Discussed and reviewed with the Board the legal requirements regarding Financial Interest Forms*
 - ii. *Discussed with the Board that Basic Education Circulars have been added to the shared Board Dropbox*
 - iii. *Discussed and reviewed with the Board concatenation of all the school’s policies into Municode*

E. Business Controller

- a. *Michael McLeish—Santilli & Thompson, LLC*
 - i. *Reviewed and discussed with the Board the Memphis November Financial Report, previously disseminated*
 - ii. *Reviewed and discussed with the Board the Draft Form 990, previously disseminated to the Board.*

SECTION III: OLD BUSINESS

MOTION
SANDRA FARMER

SECOND
MICHELE
CAMPELLONE

VOTE:

TABLED

R191120.08 Parent Trustee

WHEREAS, the Amended and Restated Bylaws of the Memphis Street Academy Charter School require that at least one (1) person serving on its Board of Trustees be the parent of a child currently attending Memphis Street Academy Charter School;

RESOLVED, that the following person shall be the parent trustee as more fully enumerated at Section 4.2 of the Amended and Restated Bylaws:

_____ (Slot #1)

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Discussion regarding progress in soliciting parent trustee to the Board of Trustees.</i>

By Roll Call Vote:

Sandra Farmer -
Barbara Saunders -
Miguel Diaz -
Anita Vega-Kaiser -
Michelle Campellone -

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION
ANITA VEGA-
KAISER

R200108.03 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.

SECOND
MICHELE
CAMPELLONE

VOTE:

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>M. McLeish</i>	<i>As discussed above</i>

MOTION
PABLO MATTEO

R200108.04 IRS Form 990

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School approves the IRS Form 990, as presented.

SECOND
BARBARA
SAUNDERS

VOTE:

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>M. McLeish</i>	<i>Review of Form 990, as discussed above</i>

By Roll Call Vote:

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

MOTION
MICHELE
CAMPELLONE

R200108.05 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.

SECOND
BARBARA
SAUNDERS

VOTE:

PASS

FAIL

HIRES/POSITION CHANGE		
NAME	TITLE/CHANGE	START DATE
Melissa Holden	SPEd Teacher	1/2/2020

Marissa Meenan	ELL Coordinator – Title Change	1/13/2020
Malik Holliday	Compensation Change	1/13/2020
Iris Rodriguez	Compensation Change	1/13/2020
Damita Smith	Change to Hourly (DOL)	1/13/2020
Karreima Brittain	Change to Hourly (DOL)	1/13/2020
Patricia Edwards	Change to Hourly (DOL)	1/13/2020

RESIGNATION/TERMINATION		
NAME	TITLE	END DATE
William Wornom (Resignation)	Building Substitute	12/20/2019

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R200108.06 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
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

R200108.07 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

MOTION

MICHELE
CAMPELLONE

SECOND

BARBARA
SAUNDERS

VOTE:

PASS

FAIL

R200108.08 Approval of Amended 2019-20 School Calendars

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School approves the 2019-20 School Calendars, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion

B. DISCUSSION AND ANNOUNCEMENTS

ADJOURNMENT @7:07PM

MOTION

PABLO MATTEO

SECOND

ANITA VEGA-KAISER

VOTE:

PASS

FAIL