

MEMPHIS STREET ACADEMY CHARTER SCHOOL
2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE CALL DUE TO STAY AT HOME ORDER BY THE GOVERNOR

DATE & TIME:

FEBRUARY 10, 2021
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 6:04p.m. My name is Sandra Farmer. I am the President of this Board of Trustees and I will facilitate this meeting.

As we know, Governor Wolf of the Commonwealth of Pennsylvania has declared a state of emergency in response to the global Coronavirus pandemic. In order to protect the health, welfare, and safety of the school community, this meeting is being held via teleconference. This is a public meeting that was properly noticed in the Philadelphia Daily News and pursuant to the Pennsylvania Sunshine Act. The public notice included instructions for how the public could participate in tonight's meeting.

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 L. Saunders Miguel Diaz Michelle Campellone Pablo Mateo</p> <p>Board Members Absent:</p>	<p>Naimah Holliday-Wimberly Amanda Hennie</p> <p>Michael McLeish</p> <p>Gerald Santilli Ashley Redfearn Scott Kramer Kristine Magargee Katie Santilli</p> <p>Dean Krebs, Esq.</p>

B. DISCLOSURE: EXECUTIVE SESSION BY SANDRA FARMER

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
MIGUEL DIAZ
SECOND
BARBARA SAUNDERS
VOTE:
 PASS
 FAIL

R210210.01 Approval of the February 10, 2021 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the February 10, 2021 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

R210210.02 Minutes of the January 13, 2021 Meeting

MOTION
 PABLO MATEO
 SECOND
 BARBARA SAUNDERS
 VOTE:
 PASS
 FAIL

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the January 13, 2021 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

None

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-Wimberly—Chief Executive Officer of Memphis Street Academy*
 - i. *Reviewed and discussed with the Board the February 2021 CEO report, previously disseminated to the Board;*
 - ii. *Informed the Board of recent and upcoming compliance matters;*
 - iii. *Informed the Board on recent receipt of ESSERS II grant, indicating that the school is considering using the grant towards curriculum, instruction, technology, and facilities;*
 - iv. *Informed the Board that food service is being offered 4 days per week, with 190 meals/day, equating to ~11,000 meals since January;*
 - v. *Indicated that the school is consulting Intelligent Network to undergo a technology life span assessment to ensure required technology purchases are timely made with ESSERS grant;*
 - vi. *Informed the Board of recent gate repair;*
 - vii. *Informed the Board that MSA will be undergoing monitoring by PDE concerning SPED in March 2021;*

- viii. *Informed the Board of recent public relation efforts including being on the radio with Andrew Lawful Sanders in January 2021;*
 - ix. *Informed the Board that the Chamber of Commerce highlighted MSA under their Inspiring Stories;*
 - x. *Informed the Board that MSA Art Teacher was awarded \$1000 personally, which he chose to spend on school supplies;*
 - xi. *Informed the Board that the school is not scheduled to reopen at this time but advised that they will be attending a meeting tomorrow to learn when vaccines can be distributed to teachers and informed the Board that in March/April hybrid instruction could potentially begin;*
 - xii. *Answered Board questions about increasing airflow in the school, including air purifier in each room.*
- b. *Ms. Amanda Hennie—Principal of Memphis Street Academy*
- i. *Informed the Board of events related to Black History Month;*
 - ii. *Informed the Board that MSA was granted a partnership with Amazon for the 2021-22 SY;*
 - iii. *Updated the Board on remote instruction;*
 - iv. *Shared with the Board student letters concerning police interaction during the January 6 riots, particularly concerning racial injustice issues;*
 - v. *Discussed with the Board actions of the Educator Effectiveness Coach, including meetings to share strategies.*

C. *American Paradigm Schools CEO*

- a. *Ms. Ashley Redfearn—Executive Director of American Paradigm Schools*
- i. *Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
 - ii. *Informed the Board that MSA will be hosting a no cost COVID testing day.*
- b. *Ms. Katie Santilli—Chief Business Officer of American Paradigm Schools*
- i. *Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
 - ii. *Informed the Board of various COVID-19 related purchases, including air purifiers;*
 - iii. *Informed the Board that the gym updates were recently completed.*
- c. *Mr. Scott Kramer—Chief Talent Officer of Memphis Street Academy*

- i. *Reviewed and discussed the February 2021 APS report, previously disseminated*
 - ii. *Indicated to the Board that APS has worked with the schools to ensure non-residents have appropriate tax letters;*
 - iii. *Informed the Board that all positions for next year are posted and interviews have began;*
 - iv. *Informed the Board of the second diversity training;*
 - v. *Updated the Board on job fair attendance;*
 - vi. *Indicated to the Board that performance reviews are being redone to ensure it includes DEI and ability to work in a diverse environment—people will be held accountable for these new diversity categories.*
- d. *Ms. Kristine Magargee—Chief Academic Officer of Memphis Street Academy*
- i. *Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
 - ii. *Informed the Board that Learning Walks continue with Professional Learning Committee continuing to ensure fidelity;*
 - iii. *Informed the Board of a recent APS addition: a math coach;*
 - iv. *Indicated to the Board what school platforms have been implemented in remote instruction that will continue to be used in live instruction;*
 - v. *Informed the Board of leadership training for DEI to teach tolerance and social justice standards;*

D. Business Controller

- a. *Mr. Michael McLeish—Santilli & Thomson*
 - i. *Reviewed and discussed the December 2020 financial report, previously disseminated to the Board;*
 - ii. *Informed the Board of the current negative variances;*
 - iii. *Informed the Board that there was \$3.4M cash, equating to 102 days of cash. Explained that the reduction because every week in December a payroll was insured. Informed the Board that cash should be more stable now.*
 - iv. *Informed the Board that food service was at a \$60,000 loss;*
 - v. *Indicated to the Board that monthly disbursements were \$332,000;*
 - vi. *Informed the Board that ESSERS II grant was ~\$2.5M and explained that this money needed to be earmarked and would not be received again so it should be expended for 1-time purchases.*

- E. General Counsel
 - a. *Dean Krebs, Esq*
 - i. *Answered Board questions about background checks.*

SECTION III: OLD BUSINESS

MOTION
 MIGUEL DIAS
 SECOND
 PABLO MATEO
 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>

By Roll Call Vote:

- Sandra Farmer -
- Barbara L. Saunders -
- Miguel Diaz -
- Anita Vega-Kaiser -
- Michelle Campellone -
- Pablo Mateo -

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION
 MIGUEL DIAZ
 SECOND
 MICHELLE
 CAMPELLONE

R210210.03 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.

VOTE:

[X] PASS

[] FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION

BARBARA SAUNDERS

SECOND

MIGUEL DIAS

VOTE:

[X] PASS

[] FAIL

R210210.04 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/POSITION CHANGE/SALARY CHANGE		
NAME	TITLE/CHANGE	START DATE
David Rad	5 th Grade Math Teacher	1/25/21

RESIGNATION/TERMINATION/NON-RENEW		
NAME	TITLE	END DATE
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R210210.05 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
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R210210.06 Uniform Purchase 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 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:

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

MOTION

PABLO MATEO

SECOND

BARBARA SAUNDERS

VOTE:

[X] PASS

R210210.07 Election to Extend Flexible Spending Account

WHEREAS, that the Consolidated Appropriations Act, 2021, enacted into law on December 27, 2020, allows employer to extend the time period in which employees may use Flexible Spending Accounts;

RESOLVED that the Board of Trustees of Memphis Street Academy Charter School hereby approves to extend the time period in which employees may

FAIL

use Flexible Spending Accounts, in accordance with the Consolidated Appropriations Act, 2021.

FURTHER RESOLVED, that the CEO is directed to take any action, or delegate any task, necessary to effect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>S. Kramer</i>	<i>Informed the Board that all individuals in the school can participate.</i> <i>Informed the Board that it allows entire amount outstanding to roll over and increased minimum age for 10-13.</i> <i>Informed the Board that it allows individuals to opt in even when not in open enrollment.</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: MARCH 10, 2021 AT 6:00PM

UPON MOTION BY BARBARA SAUNDERS AND SECOND BY MIGUEL DIAZ, THE BOARD ENTERED INTO EXECUTIVE SESSION FOR PURPOSES DESCRIBED UNDER 65 PA. C.S.A. 708(5).

UPON MOTION BY BARBARA SAUNDERS AND SECOND BY MIGUEL DIAZ, THE BOARD ENTERED INTO OPEN SESSION.

ADJOURNMENT

MOTION

BARBARA SAUNDERS

SECOND

MIGUEL DIAZ

VOTE:

PASS

FAIL