

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:  
MARCH 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 6:00 p.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 style="text-align: center;">Sandra Farmer Barbara L. Saunders Miguel Diaz Anita Vega-Kaiser Michelle Campellone Pablo Mateo</p> <p><b>Board Members Absent:</b></p>	<p style="text-align: center;">Naimah Holliday-Wimberly Amanda Hennie</p> <p style="text-align: center;">Michael McLeish</p> <p style="text-align: center;">Gerald Santilli Ashley Redfearn Scott Kramer Kristine Magargee Katie Santilli</p> <p style="text-align: center;">Dean Krebs, Esq. Jessica Bassett</p>

**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 L. SAUNDERS  
SECOND  
MIGUEL DIAZ  
VOTE:  
[X] PASS  
[ ] FAIL

**R210310.01 Approval of the March 10, 2021 Agenda**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the March 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

MOTION

MICHELLE  
CAMPELLONE

SECOND

PABLO MATEO

VOTE:

[X] PASS

[ ] FAIL

**R210310.02 Minutes of the February 10, 2021 Meeting**

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

- i. Reviewed and discussed with the Board the March 2021 CEO report, previously disseminated to the Board;*
- ii. Informed the Board of compliance updates;*
- iii. Informed the Board about ESSERS II grant allocation;*
- iv. Informed the Board that the school provides 168 school meals on average and will be serving meals during spring break;*
- v. Informed the Board that of a recent technology needs assessment and that the school would be purchasing 500 more chromebooks and 30 more technology carts;*
- vi. Informed the Board of a recent mobile smart board purchase for each floor;*
- vii. Informed the Board that the gym renovation was complete and looked beautiful, and that wall safety pads were being installed;*

- viii. *Informed Board that the school has ongoing certification progress monitoring for all uncertified classroom teachers;*
- ix. *Indicated to the Board that MSA will be virtually monitored by PDEs at end of the month, and that various policies related to SPED were being updated;*
- x. *Informed the Board of a potential partnership with Franklin Institute STEM Scholars program, indicating that the program was for high school freshmen but MSA is putting together a program to help graduating students;*
- xi. *Informed the Board of recent Pennsylvania Charters for Excellence virtual conference;*
- xii. *Informed the Board of MSA enrollment marketing, including:*
  - 1. *Approximately 32,000 mailings*
  - 2. *Claiming Tee #13 at Juniata Golf Course for 1-year, so anyone who gets to Tee #17 will see MSA's logo*
- xiii. *Informed the Board that the CEO and Principal recently underwent media training;*
- xiv. *Informed the Board of free COVID testing on March 8, conducted by IVEE;*
- xv. *Informed the Board that she would be featured on ABC's "Our America: Women Forward";*
- xvi. *Shared and discussed with the Board the hybrid reopening process:*
  - 1. *April 5: 12-month employees return*
  - 2. *April 12: 10-month employees return*
  - 3. *April 19: 5<sup>th</sup> grade scholars return*
- xvii. *Informed the Board that several steps were utilized in finalizing the hybrid reopening plan and timeline, including parent surveys, staff surveys, facilities usage assessments, and health and safety assessments;*
- xviii. *Shared with the Board pictures demonstrating social distancing and strategies being used to keep the school community safe;*
- xix. *Indicated to the Board that the school may hold a town hall meeting to inform the public of COVID-19 safety protocols.*
- b. *Ms. Amanda Hennie—Principal of Memphis Street Academy Charter School*
  - i. *Updated the Board on Family and Community Engagement, including efforts made for technology support for families; participating in a professional development program regarding*

*community engagement to support during COVID-19; and recent return of school survey related to COVID;*

*ii. Regarding remote instruction updates:*

- 1. Shared procedures with the Board that teachers must undergo before referring student for additional support;*
- 2. Informed the Board that Teachers are completing comments/evaluations for each student; and*
- 3. Informed the Board that teachers are strong in online culture, but encouraging questions/discussion need continued work*

*iii. Indicated to the Board the ongoing celebration of Black History Month.*

#### **C. American Paradigm Schools CEO**

*a. Ms. Ashley Redfearn—Executive Director of American Paradigm Schools*

- i. Expressed excitement for Ms. Holliday-Wimberly regarding her upcoming appearance on ABC and expressed that her integrity makes her an obvious choice to be highlighted in the program;*
- ii. Reviewed APS's facilities report with the Board which documented steps taken to reopen;*
- iii. Discussed safety measures being taken by MSA with the Board, such as desk barriers, air purifiers, social distance signs, PPE, and novaerus air disinfection device; and*
- iv. The Board suggested advertising health and safety measures.*

*b. Ms. Kristine Magaragee—Chief Academic Officer of American Paradigm Schools*

- i. Indicated that the PSSA tests had not been waived; however, schools can opt for Fall window, which is what MSA is doing.*

#### **D. Business Controller**

*a. Mr. Michael McLeish—Santilli & Thomson, LLC*

- i. Reviewed and discussed with the Board the January 2021 financials;*
- ii. Indicated to the Board that the budget drafting process is undergoing;*
- iii. Indicated to the Board that a third grant of \$5M will be coming and MSA will until 2023 to spend it. Expressed hope that federal government will extend deadline or will be more lenient about what it can spend on as it will be difficult to spend all the grant money;*
- iv. Updated Board on SPED change formula: Gov. Wolfe wants to have tiered system. Indicated that, currently, MSA gets*

*~30k/student but with Gov. Wolf's proposals it would be substantially less, though it is not anticipated that it will be passed;*

- v. Informed the Board that cash was at 3.3M, equaling 101 days;*
- vi. Informed the Board that cash is anticipated to plateau now that construction is done; and*
- vii. Informed that Board that there was ~\$495,000 in disbursements.*

**E. General Counsel**

*a. Mr. Dean Krebs, Esq.*

- i. Informed the Board of Act 55 requirements and filing online.*

**SECTION III: OLD BUSINESS**

MOTION  
ANITA VEGA-  
KAISER

SECOND  
BARBARA  
SAUNDERS

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:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>N.Holliday- Wimberly</i>	<i>Indicated that additional resumes are being shared with the Board for their consideration.</i>

**By Roll Call Vote:**

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

**TRUSTEE PABLO MATEO LEFT THE MEETING AT 6:59PM**

**SECTION IV: NEW BUSINESS**

A. RESOLUTIONS

MOTION  
MICHELLE  
CAMPELLONE

SECOND  
MIGUEL DIAZ

VOTE:

[ X ] PASS

[ ] FAIL

MOOT

**R210310.03 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>

**R210310.04 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.

<b>HIRES/POSITION CHANGE/SALARY CHANGE</b>		
<b>NAME</b>	<b>TITLE/CHANGE</b>	<b>START DATE</b>
<i>None</i>	<i>None</i>	<i>None</i>

<b>RESIGNATION/TERMINATION/NON-RENEW</b>		
<b>NAME</b>	<b>TITLE</b>	<b>END DATE</b>
<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  
MIGUEL DIAZ

SECOND  
MICHELLE  
CAMPELLONE

VOTE:

PASS

FAIL

## R210310.05 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
Therapy Source Solutions, LLC	Audiology Services: \$86.75-\$95.75 per hour for direct and indirect time  Certified School Psychology Services: \$98.50-\$112.00 per hour for direct and indirect time  Bilingual Certified School Psychology Services: \$115.00-\$121.00 per hour for direct and indirect time  Certified Special Education Teacher Services: \$51.50 - \$65.00 per hour for direct and indirect time  Speech/Language Therapy Services: \$77.00 - \$82.00 per hour for direct and indirect time  Occupational Therapy Services: \$75.00 - \$80.00 per hour for direct and indirect time  Physical Therapy Services: \$78.25 - \$85.50 per hour for direct and indirect time	Various therapy services, including speech, and occupational; psychological services, including certified teachers; and audiology services
Waste Management	\$99.46/month	Trash removal



		3-year term
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**Notes of Discussion / Advance Regulatory and Financial Comment:**

<i>Who</i>	<i>What</i>
<i>N.Holliay</i>	<i>Informed the Board that Therapy Source was being used because of their bilingual services</i>
<i>Board</i>	<i>General discussion</i>
<i>Board</i>	<i>Requested minutes reflect all the varied rates of Therapy Source Solutions, LLC, as noted in the contract previously disseminated to the Board</i>

MOOT

**R210310.06 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
<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>

**R210310.07 Approval of the Concussion Management Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Concussion Management Policy, as presented.

**Notes of Discussion / Advance Regulatory and Financial Comment:**

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

MOTION

ANTA VEGA-KAISER

SECOND

BARBARA SAUNDERS

VOTE:

[X] PASS

[ ] FAIL

<i>D. Krebs</i>	<i>Discussed with the Board the purpose of the policy</i> <i>Answered Board question that employees will sign acknowledgment form.</i>
<i>Board</i>	<i>General discussion</i>

MOTION

BARBARA SAUNDERS

SECOND

PABLO MATEO

VOTE:

[X] PASS

[ ] FAIL

### **R210310.08 Approval of the Driving/Cell Phone Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Driving/Cell Phone Policy, as presented.

#### ***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>D. Krebs</i>	<i>Discussed with the Board the purpose of the policy</i> <i>Answered Board questions</i>
<i>Board</i>	<i>General discussion</i>

MOTION

BARBARA SAUNDERS

SECOND

PABLO MATEO

VOTE:

[X] PASS

[ ] FAIL

### **R210310.08 Approval of the Time and Effort Procedures Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Time and Effort Procedures Policy, as presented.

#### ***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>M. McLeish</i>	<i>Explained to the Board the purpose of the policy, noting that the school needs to track time of individuals who are compensated with grant funding.</i>
<i>Board</i>	<i>General discussion</i>

MOTION

ANITA VEGA-KAISER

SECOND

MGUEL DIAZ

VOTE:

[X] PASS

[ ] FAIL

### **R210310.10 Approval of the Annual Child Find Notice Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Amended Annual Child Find Notice Policy, as presented.

#### ***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>J. Strawn</i>	<i>Informed the Board on updated made to the policy, including that the school should take no more than 10-days to provide records to new students and that SPED records are to be transmitted to the policy when a crime is committed.</i>

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

<i>Board</i>	<i>General discussion</i>

**R210310.11 Approval of Positive Behavior Support Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Positive Behavior Support Policy, as presented.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>J. Strawn</i>	<p><i>Informed the Board that the policy expanded on services provided at MSA;</i></p> <p><i>Informed the Board that the policy expanded upon support available and what the school should do for more problematic behavior;</i></p> <p><i>Indicated that policy includes when PBSP should be obtained and that only when there is a clear and present danger to use restraints;</i></p> <p><i>Informed the Board that the school should alert parents when restraint is used and conduct IEP meeting; and</i></p> <p><i>Indicated that the policy provides guidelines for when student should be referred to law enforcement</i></p>
<i>Board</i>	<i>General Discussion</i>

MOTION  
 MIGUEL DIAZ  
 SECOND  
 MICHELLE  
 CAMPPELLONE  
 VOTE:  
 PASS  
 FAIL

**R210310.12 Approval of Annual Notice of Special Education Program**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Annual Notice of Special Education Program, as presented.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>J. Strawn</i>	<p><i>Informed the Board that the policy had been revised and that this notice should be on the school's website;</i></p> <p><i>Indicated that updated language included provision of certain services, such as psychological services, at no cost to parents; and</i></p> <p><i>Indicated that the policy now elaborated of a parent's right to request independent evaluation and procedures the school will follow</i></p>

MOTION  
MICHELLE  
CAMPELLONE

SECOND

ANITA VEGA-  
KAISER

VOTE:

PASS

FAIL

MOTION

ANITA VEGA-  
KAISER

SECOND

MIGUEL DIAZ

VOTE:

PASS

FAIL

<i>Board</i>	<i>General discussion</i>

### **R210310.13 Approval of Intensive Interagency Coordination Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Intensive Interagency Coordination Policy, as presented.

#### ***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>J. Strawn</i>	<i>Informed the Board that the policy addressed availability of interagency coordination made available by the Commonwealth where LEA is unable to take certain placement action; this is for a rare action when placement cannot occur within 30 days.</i>
<i>Board</i>	<i>General discussion</i>

### **R210310.14 Approval of Extended School Year Policy**

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Extended School Year Policy, as presented.

#### ***Notes of Discussion / Advance Regulatory and Financial Comment:***

<b><i>Who</i></b>	<b><i>What</i></b>
<i>J. Strawn</i>	<i>Informed the Board that the school has this policy; but this just codifies it.</i>  <i>Indicated that this policy is for special needs</i>
<i>Board</i>	<i>General discussion</i>

## **B. DISCUSSION AND ANNOUNCEMENTS**

- *Ms. Kristine Magargee:*
  - o *Answered Board question about whether there is any disciplinary action for not wearing a mask by indicating that there is currently subcommittee working on that question, how to incentivize kids to cooperate, and how to educate students that they are keeping their own family safe*

**NEXT BOARD MEETING: APRIL 14, 2021 AT 6:00PM**

## ADJOURNMENT @ 7:30PM

MOTION

MICHELLE CAMPellone

SECOND

MIGUEL DIAZ

VOTE:

PASS

FAIL