

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:
APRIL 14, 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 _____ 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>Board Members Absent:</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;">Ashley Redfearn Scott Kramer 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
PABLO
SECOND
BARBARA SAUNDERS
VOTE:
 PASS
 FAIL

R210414.01 Approval of the April 14, 2021 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the April 14, 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
MIGUEL DIAZ
SECOND

R210414.02 Minutes of the March 10, 2021 Meeting

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

MICHELLE
CAMPELLONE

VOTE:

[X] PASS

[] FAIL

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 April 2021 CEO report, previously disseminated to the Board;*
 - ii. *Expressed excitement to the Board about future reopening of the school;*
 - iii. *Updated Board on compliance updates, including School safety survey and ACE preview responses;*
 - iv. *Informed the Board that the school was serving 190 meals per day on average; total 11,036.*
 - v. *Updated the Board on technology updates, including the procurement of 300 chromebooks and 30 additional technology carts;*
 - vi. *Informed the Board of facility updates, including gate repair; gym painting and noted MSA may do a ribbon cutting ceremony, even if its virtual; and potential plans to use ESSER funds to improve HVAC.*
 - vii. *Indicated that facility wish list included updating HVAC in auditorium and gym, locker painting, among others.*
 - viii. *Indicated to the Board that SPED monitoring occurred since last meeting, expressing her appreciation to the SPED director, and did not expect any corrective action;*

- ix. *Informed the Board that MSA to reviewing to student placements to ensure they are in the least restrictive environment;*
 - x. *Informed the Board that 150 students had IEPs;*
 - xi. *Informed the Board that MSA will have a visitor from PA Coalition of Public Charter Schools (Lenny McAllister, CEO). Informed the Board that MSA had submitted a promotional video to the Coalition which caught Mr. McAllister's attention.*
- b. *Ms. Amanda Hennie—Principal of Memphis Street Academy Charter School.*
- i. *Shared strategies and protocols to ensure students remain safe during reopening.*
 - ii. *Informed the Board of material purchases to assist instruction, such as dual monitors, new desks, and headphones;*
 - iii. *Informed the Board of ongoing collaborate planning to discuss questions and solutions about issues that may arise during the hybrid model*
 - iv. *Provided an overview of Professional Development updates to prepare teachers for hybrid instruction.*
- c. *In response to Board questions, Mr. Scott Kramer, Chief Talent Officer of American Paradigm Schools, noted that school can now ask if an employee is vaccinated, but cannot ask why or why not.*
- d. *Ms. Hennie and Ms. Wimberly answered Board questions about protocols for if someone tests positive for COVID, including temperature checks and that if someone is showing symptoms they will be tested immediately*
- e. *Board expressed appreciation that Professional Development is ensuring student engagement.*

C. American Paradigm Schools CEO

- a. *Ms. Ashley Redfearn, Executive Director of American Paradigm Schools*
 - i. *Reviewed and discussed the April 2021 APS report, previously disseminated to the Board;*
 - ii. *Informed the Board of collaborations with CHOP to ensure staff members could sign up for COVID vaccinations;*
 - iii. *Informed the Board of weekly hybrid-planning committees;*
 - iv. *Informed the Board of family and staff surveys that were sent out;*
 - v. *Informed the Board of media training for CEOs;*

- vi. *Informed the Board of weekly learning walks, new teacher inductions, and 3rd cycle of academic coaching had started.*
- vii. *Informed the Board of data updates and support the data team is providing, including in attendance, enrollment, and digital program usage; and*
- viii. *Informed Board of DEI training*
- b. *Mr. Scott Kramer, Chief Talent Officer of American Paradigm Schools*
 - i. *Discussed the collaborative exercise to create the following DEI statement: “American paradigm Schools is dedicated to equity and excellence for all learners, while celebrating the uniqueness of our communities. Our values drive our dedication to providing a world class education.”*
 - ii. *Informed Board of updates concerning overtime laws;*
 - iii. *Informed the Board that EBA came back well under budget; and*
 - iv. *Informed the Board that job fairs were occurring but were virtual.*
- c. *Katie Santilli, Chief Business Officer of American Paradigm Schools*
 - i. *Indicated BSI is looking to price out AC using ESSERS fund;*
 - ii. *Indicated upcoming locker painting; and*
 - iii. *Informed the Board of the installation of touchless faucets and touchless hand drying for bathrooms.*

D. Business Controller

- a. *Mr. Michael McLeish, Santilli & Thomson, LLC*
 - i. *Informed the Board that the Finance committee will meet to review next year’s budget, which will be presented in May*
 - ii. *Informed the Board that All ESSERS money is expected to be spent, as well as PA Safety Grant;*
 - iii. *Reviewed and discussed with the Board the February 2021 financial report, previously disseminated to the Board*
 - 1. *Reviewed the P&L summary report with the Board:*
 - a. *Indicated there was a SDP subsidy variance, but this variance will decrease as MSA is paid for additional SPED students*
 - b. *Noted savings in benefits because new employees are budgeted to be in PSERS; noted savings in certain services because school is not using them because of COVID.*
 - c. *Informed the Board that one area not reflected yet is chromebook purchases, which will add \$ 125k to total expenditures*
 - d. *Budgeted 585k deficit, now 245k surplus but it will go down; advised that MSA had favorable*

various at this time but do expect a loss upwards of a few hundred thousand.

- E. General Counsel
 - a. None

SECTION III: OLD BUSINESS

MOTION
 ANITA VEGA-
 KAISER
 SECOND
 MICHELLE
 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>Noted that the Board recently received a list of potential candidates.</i>
<i>Board</i>	<i>General discussion</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
 BARBARA L.
 SAUNDERS

R210414.03 Report of the Business Controller

SECOND
MIGUEL DIAZ

VOTE:

PASS

FAIL

MOOT

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>

R210414.04 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
<i>None</i>	<i>None</i>	<i>None</i>

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>None</i>	<i>None</i>

MOTION

ANITA VEGA-
KAISER

SECOND

PABLO MATEO

VOTE:

PASS

FAIL

R210414.05 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
Independence Blue Cross of Pennsylvania	2% increase from last year's amount	Health insurance renewal

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>S. Kramer</i>	<i>Indicated it was shopped among carriers, only increase of 2%; no increase on dental or other products.</i>
<i>M.McLeish</i>	<i>Indicated that this was budgeted for 7% increase.</i>

MOOT

R210414.06 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:

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

R210414.07 Approval of the Title I Parent and Family Engagement Policy

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Title I Parent and Family Engagement Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

MOTION
PABLO MATEO
SECOND
MIGUEL DIAZ
VOTE:

[X] PASS

[] FAIL

MOTION

PABLO MATEO

SECOND

MIGUEL DIAZ

VOTE:

[] PASS

[] FAIL

<i>Who</i>	<i>What</i>
<i>N.Holliday</i>	<i>Informed the Board of the purpose of the policy.</i>

R210414.08 Approval of 2021-22 School Year Calendar

The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the 2021-22 School Year Calendar, 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 Pablo Mateo and SECOND by Barbara L. Saunders, the Board UNANIMOUSLY entered into executive sessions for purposes described under 65 P.S. § 708(a)(1).

Upon MOTION by Miguel Diaz and SECOND by Barbara L. Saunders, the Board UNANIMOUSLY entered into open session.

MOTION

PABLO MATEO

SECOND

BARBARA L. SAUNDERS

VOTE:

[X] PASS

[] FAIL

R210414.09 Contract: Naimah Holliday-Wimberly

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the renewal of Ms. Naimah Holliday-Wimberly’s contract for employment upon terms and conditions to be negotiated and executed by the President of the Board of Trustees in consultation with general counsel and the business controller.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>S.Farmer</i>	<i>Indicated she would inform Ms. Wimberly of Board decision.</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: MAY 12, 2021 AT 6:00PM

ADJOURNMENT

MOTION

PABLO MATEO

SECOND

ANITA VEGA-KAISER

210414

MSA BOARD MEETING MINUTES

PAGE 9 OF 10

VOTE:

PASS
 FAIL