

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

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE CALL DUE TO ONGOING COVID-19 PANDEMIC

DATE & TIME:
AUGUST 11, 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 6:01 p.m. My name is Sandra Farmer. I am the President of this Board of Trustees and I will facilitate this meeting.

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 Anita Vega-Kaiser Michelle Campellone</p> <p>Board Members Absent: Pablo Mateo</p> | <p>Naimah Wimberly Amanda Hennie</p> <p>Ashley Redfearn Kristine Magargee Scott Kramer</p> <p>Michael McLeish</p> <p>Dean Krebs, Esq.</p> |

B. DISCLOSURE: EXECUTIVE SESSION BY SANDRA FARMER

I would 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
ANITA VEGA-
KAISER
VOTE:
 PASS
 FAIL

R210811.01 Approval of the August 11, 2021 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the August 11, 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
BARBARA
SAUNDERS
SECOND
MIGUEL DIAZ

R210811.02 Minutes of the June 9, 2021 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the June 9, 2021 meeting of the Board of Trustees of Memphis Street Academy Charter School.

VOTE:
 PASS
 FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION
 ANITA VEGA-
 KAISER
 SECOND
 MICHELLE
 CAMPellone

R210811.03 Minutes of the August 9, 2021 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the August 9, 2021 meeting of the Board of Trustees of Memphis Street Academy Charter School.

VOTE:
 PASS
 FAIL

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>None</i> |

B. Memphis Street Academy Charter School CEO

a. *Ms. Naimah Wimberly—CEO of Memphis Street Academy Charter School*

- i. Reviewed and discussed with the Board the August 2021 CEO report, previously disseminated to the Board;*
- ii. Reviewed and discussed with the Board the compliance submissions that occurred during June and July 2021; noted that the Food Services contract, SHARRS, 5-year budget were timely submitted;*
- iii. Expressed appreciation to the entire school team for renewal submission efforts;*
- iv. Reviewed upcoming compliance dates;*

- v. *Currently enrolled at 482 students, though budgeted for 635 students. Explained that, historically, vast majority of students enroll at the last minute. Discussed with the board the marketing strategy to bring in more students;*
 - vi. *Discussed with the Board the priorities of the senior administrators, including renewal application, addressing loss of instruction due to COVID, and leadership development;*
 - vii. *Reviewed and discussed with the Board facility updates, including Able Cleaning; alarm, camera, and FOB upgrade; classrooms now equipped with technology and PPE; automatic hand dryers installation; HVAC spec complete for gym and auditorium; and gym wall pads;*
 - viii. *Informed the Board that the school serviced nearly 80k meals in 2020-21 SY;*
 - ix. *Reviewed and discussed with the Board various technology updates, including firewall replacements and that each classroom will have a tech cart with chromebooks;*
 - x. *Reviewed and discussed HR changes;*
 - xi. *Discussed public relation efforts, including partnering with Block Church on August 28th to provide free schoolbags/school supplies; continued partnership with Independence Blue Cross Village Program; and that the Family/Community Liaison position has been filled for the 2021-22 SY;*
 - xii. *Informed the Board of the new Caring School Community coordinator;*
 - xiii. *Discussed with the Board MPAA athletics;*
 - xiv. *Discussed with the Board the MSA leadership retreat; and*
 - xv. *Informed the Board that, because someone has been dumping construction trash in the school's garbage, school is installing a camera in parking lot for liability purposes.*
- b. *Ms. Amanda Hennie—Principal of Memphis Street Academy Charter School*
- i. *Discussed with the Board the National Summer School Initiative End of Program Date;*
 - ii. *Discussed with the Board the need to provide both support and modification;*
 - iii. *Shared strategies with the Board on how teachers will handle unfinished instruction;*
 - iv. *Indicated that Small Group Instruction will be brought back and the use of enrichment periods;*

- v. *Shared highlights of 2020-21 SY with the Board, including that MSA was asked to co-facilitate a segment with Reading Plus at National Association of Secondary School Principals conference, and 8th grade teachers created video to protest Racial Bullying as a final service learning project with Need in Deed.*
- c. *Ms. Wimberly answered Board questions, including:*
 - i. *Process and procedures concerning student enrollment and admission at MSA; and*
 - ii. *The technology team is using older computers for parts and using Intelligent Networks to ensure hardware is recycled, though noted that since students will be 2 to 1 with technology, even older chromebooks will be held onto.*

C. American Paradigm Schools CEO

- a. *Ms. Ashley Redfearn—CEO of American Paradigm Schools*
 - i. *Reviewed and discussed with the Board the August 2021 APS report, previously disseminated to the Board;*
 - ii. *Discussed with the Board how the HR team has worked with CEOs concerning various collaborations;*
 - iii. *Discussed new hires at APS, including Director of Coaching and Director of Caring School Community;*
 - iv. *Indicated that all APS schools are represented in PA Science Leadership Network, an initiative where PA educators are collaborating next generation science standards.*
- b. *Mr. Scott Kramer—CTO of American Paradigm Schools*
 - i. *Informed the Board of the Arcadia University research program where 25 educators will be provided \$3,800 stipend for science literacy/social justice initiative.*

D. Business Controller

- a. *Mr. Michael McLeish—Santilli & Thomson, LLC*
 - i. *Reviewed and discussed with the Board the end of year budget.*
 - ii. *Noted that the budget anticipated a 2% increase in subsidy but the rates were actually less, which means negative variances that will have to be made up elsewhere;*
 - iii. *Noted that end of year budget was at a \$230,000 loss, though it was budgeted for \$500,000 loss—it was a planned loss;*
 - iv. *Informed the Board that ESSERS II funding will be used for 2021-22 SY with ESSERS II being used for 2022-23 SY;*
 - v. *Informed the Board that cash was at \$3.6M, representing 108 days, at the end of the year;*
 - vi. *Informed the Board that the food service was operating at a loss due to COVID.*

E. General Counsel
a. None

SECTION III: OLD BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION
MICHELLE
CAMPELLONE

SECOND
ANITA VEGA-
KAISER

VOTE:

PASS

FAIL

R210811.04 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
ANITA VEGA-
KAISER

VOTE:

PASS

FAIL

R210811.05 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.

| HIRES/POSITION CHANGE/SALARY CHANGE | | |
|--|---------------------|-------------------|
| NAME | TITLE/CHANGE | START DATE |
| Rouel Edwards (new hire) | Psychologist | 8/23/21 |

| RESIGNATION/TERMINATION/NON-RENEW | | |
|--|--------------|-----------------|
| NAME | TITLE | END DATE |
| Siobhan Mobley (non-renew) | Teacher | 6/14/2021 |

| | | |
|-----------------------------------|---------------------|-----------|
| Tristen O’Leary (non-renew) | Cafeteria Aide | 6/14/2021 |
| Lori Rohrbach (non-renew) | Teacher | 6/14/2021 |
| John Napper (non-renew) | Teacher | 6/14/2021 |
| Rasuwl Medina (non-renew) | Psychologist | 6/14/2021 |
| Chantelle Wilson (resignation) | Teacher | 6/4/2021 |
| Lindsay Kern (resignation) | Teacher | 6/14/2021 |
| Cynthia Roulhac (resignation) | Instructional Coach | 6/14/2021 |
| Jorge Lopez (resignation) | Teacher | 6/14/2021 |
| Mary Martin (resignation) | Teacher | 6/14/2021 |
| David Green (resignation) | Teacher | 6/14/2021 |
| Joseph Smith (resignation) | Teacher | 6/14/2021 |
| Ryan Pirmann (resignation) | Teacher | 6/14/2021 |
| Trina Smith (resignation) | Counselor | 6/14/2021 |
| Shannon Kelly (resignation) | Teacher | 7/1/2021 |
| Julie Moran (resignation) | Teacher | 7/20/2021 |

Notes of Discussion / Advance Regulatory and Financial Comment:

| <i>Who</i> | <i>What</i> |
|--------------------|---|
| <i>N. Wimberly</i> | <i>Informed the Board of changes due to budgetary changes.</i> |
| <i>S. Kramer</i> | <i>Informed the Board that COVID played a role in certain resignations, as well as individuals moving out of state.</i> |
| <i>Board</i> | <i>General discussion</i> |

MOOT

R210811.06 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 |
|-------------------|---------------|--------------------------------------|
| <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

R210811.07 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

ANITA VEGA-
KAISER

SECOND

MIGUEL DIAZ

VOTE:

PASS

FAIL

R210811.08 Approval of 2021-22 Student Handbook and Code of Conduct

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School hereby ratifies and approves of the 2021-22 Student Handbook and Code of Conduct, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: SEPTEMBER 8, 2021 AT 6:00PM

ADJOURNMENT @ 7:01

MOTION

MD

SECOND

MC

VOTE:

PASS

FAIL