

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:
MAY 11, 2022
6:00 P.M.

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 from the ongoing COVID-19 pandemic, 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 5:00 p.m. on the day before this scheduled meeting may participate in public comment. At this time, I would ask that the Executive Administration submit the list of commenters to our General 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 L. Saunders Miguel Diaz Anita Vega-Kaiser Michelle Campellone Pablo Mateo Board Members Absent:	Naimah Wimberly Dr. Amanda Hennie Ashley Redfearn Kristine Magargee Scott Kramer Michael McLeish Dean Krebs, Esq.

B. DISCLOSURE: EXECUTIVE SESSION BY SANDRA FARMER

I'd like to state, for purposes of the Minutes of this meeting that on May 11, 2022, the Board of Trustees met in Executive Session for the following purposes under 65 Pa.C.S.A. § 708:

(x) Discuss Confidential Matters. To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

C. APPROVAL OF AGENDA

MOTION:

BARBARA SAUNDERS

SECOND:

PABLO MATEO

VOTE:

PASS

FAIL

R220511.01 Approval of the May 11, 2022 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the May 11, 2022 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
 CAMPPELLONE
 SECOND:
 MIGUEL DIAZ
 VOTE:
 PASS
 FAIL

R220511.02 Minutes of the April 13, 2022 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the April 13, 2022 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 Wimberly—Chief Executive Officer of Memphis Street Academy Charter School*
 - i. *Reviewed and discussed with the Board the May 2022 CEO report;*
 - ii. *Shared with the Board various compliance updates, including FIF, ACE response, greater use of Future Ready Comprehensive Planning Portal, updated Board on athletic matters, provided tech update such as additional technology purchases, provided facility updates regarding landscaping, and noted that a sound system with projection and stage lights was recently installed;*
 - iii. *Informed the Board that MSA was chosen by Philadelphia School Partnership as a top school for academic growth which is serving low-income ethnicities;*
 - iv. *Updated the Board on Caring School Community efforts;*
 - v. *Discussed recent community drug awareness assembly that occurred at the school;*
 - vi. *Shared upcoming Family and community engagement events;*
 - vii. *Informed the Board of upcoming school trips to Philadelphia Fire Museum, Urban Air, Insectarium, Zoo, and Philadelphia Art Museum;*
 - viii. *Shared pictures of students extracting DNA from fruits/vegetables;*
 - ix. *Discussed The STEM Institute program at MSA, sharing data on on which ethnic populations are likely be be involved in STEM careers. Also discussed STREAM and noted that MSA’s STEM projects will focus on writing/ reaching for underrepresented populations. Noted that US will need 1 million more STEM professionals then it currently produces.*
- b. *Dr. Amanda Hennie--Principal of Memphis Street Academy Charter School*

- i. Reviewed and discussed with the Board the May 2022 CEO report;*
- ii. Shared with the Board the summer school program at MSA*
 - 1. Shared last year's teacher survey that showed that teachers had benefited from the program and parents had expressed positive results; and*
 - 2. Shared PSSA attendance rates, with only a single day of attendance lower than 90%; and*
 - 3. Shared RPLA Coach Nominations.*

C. AMERICAN PARADIGM SCHOOLS CEO

- a. Ms. Ashley Redfearn—Chief Executive Officer of American Paradigm Schools*
 - i. Reviewed and discussed with the Board the May 2022 APS report;*
 - ii. Shared CEO collaborations going on between the network schools;*
 - iii. Shared monthly facility/ safety visits;*
 - iv. Noted to the Board recent communications with SDP concerning the expansion of local school grades that would have impacted MSA's enrollment.*
- b. Mr. Scott Kramer—Chief Talent Officer of American Paradigm Schools*
 - i. Reviewed and discussed with the Board the May 2022 APS report;*
 - ii. Shared upcoming APS picnic event;*
 - iii. Informed the Board of ongoing updates to the employee handbook;*
 - iv. Informed the Board that MSA was able to move into a PPO plan with no additional cost;*
 - v. Noted the ongoing job fairs being attended;*
 - vi. Discussed current job interviews being conducted; and*
- c. Ms. Kristine Magargee—Chief Academic Officer of American Paradigm Schools*
 - i. Reviewed and discussed with the Board the May 2022 APS report;*
 - ii. Shared with the Board the close interactions with writing Scope and Sequences to increase diversity in characters and history;*
 - iii. Informed the Board of ongoing work concerning Pennsylvania's Culturally Relevant and Sustaining Education Competencies;*
 - iv. Informed the Board of a potential reading program where a student reads out loud to another student and has to explain what they are reading. All data has shown that this has elevated those students out of the severe need for intervention;*
 - v. Shared how PDs have been focused on Illustrative Math, as well as Learning Walks, to ensure those practices are being used in the classroom;*
 - vi. Informed the Board that Coaching cycles have been focused on emotional wellness with teachers and ensuring they know it is a partnership---coaching is being requested now, rather than seen as a punishment;*
 - vii. Informed the Board of continuing efforts towards CSC and ELA compliance;*
 - viii. Discussed with the Board the struggles within the profession as high schoolers are not choosing to become teachers.*
 - 1. Mr. Kramer noted that no student has taken advantage of the full-ride Acadia was providing and that feedback suggests students are not interested because of COVID.*
 - 2. Board*
 - a. Noted that many teachers opted to take early retirement due to COVID, but also noted that there is a societal perception that teachers are not respected and so they are leaving the*

profession to do a different career with higher pay and less stress.

D. BUSINESS CONTROLLER

- a. *Mr. Michael McLeish—Santilli & Thomson, LLC*
 - i. *Reviewed and discussed with the Board the March 2022 Financial reports;*
 - ii. *Informed the Board that enrollment was in-line with the budget;*
 - iii. *Informed the Board that savings occurred on the expense side due to salary/benefits;*
 - iv. *Informed the Board that the school had \$3.8M in cash, representing 108 days, which was down from 120 in February though this is because of high disbursements and quarterly PSERS payment;*
 - v. *Reviewed and discussed with the Board the draft Budget for the 2022-23 fiscal year:*
 - 1. *Expressed to the Board that it anticipated SDP would decrease its subsidy;*
 - 2. *Noted that while this will result in a decrease in the operating budget it was supplemented by ESSER funds, and in fact revenue will increase because of ESSER funds;*
 - 3. *Informed the Board that salaries are increased in the draft budget with benefits slightly increased;*
 - 4. *Informed the Board that Approved Private School funding was decreased as they did not get close to the budgeted amount this year; and*
 - 5. *Expressed an anticipated end fund balance of ~\$3.5M.*

E. GENERAL COUNSEL

- a. *None*

SECTION III: OLD BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:
MIGUEL DIAZ

SECOND:
BARBARA
SAUNDERS

VOTE:

PASS

FAIL

R220511.03 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>

MOTION:
SANDRA FARMER

SECOND:
ANITA VEGA-
KAISER

VOTE:

[X] PASS

[] FAIL

R220511.04 Approval of 2022-23 Fiscal Year Budget

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School adopts the budget for the 2022-23 Fiscal Year, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

ROLL CALL

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

MOOT

R220511.05 Human Resources Resolution

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School accepts the Human Resources changes, modifications, and additions, as presented.

HIRES/POSITION CHANGE/SALARY CHANGE		
NAME	TITLE/CHANGE	START DATE
None	None	None

RESIGNATIONS/TERMINATIONS/NON-RENEW		
NAME	TITLE	END DATE
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

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

R220511.06 Professional Services Contract/s Resolution

RESOLVED, the Professional Services Contract/s and associated report/s listed below are hereby accepted and ratified;

MOTION:
ANITA VEGA-
KAISER

SECOND:
MICHELLE
CAMPELLONE

VOTE:

[X] PASS

[] FAIL

FURTHER RESOLVED, the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate contract/s for the professional services described below;

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effectuate this resolution.

Contractor	Amount	Comment: Terms and Conditions
A&J Personal Touch Cleaning Service	\$20,200/month	Cleaning service

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>N.Wimberly</i>	<i>Reviewed to ensure rate was comparable</i>
<i>A.Redfearn</i>	<i>Noted that the school had dissatisfaction with Able Cleaning</i>

R220511.07 Purchase Contract/s Resolution

RESOLVED, the Purchase Contract/s and associated report/s listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate terms and conditions for the Purchase Contract/s described below.

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effectuate this resolution.

Contractor	Amount	Comment: Terms and Conditions
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: JUNE 8, 2022 AT 6:00 P.M.

ADJOURNMENT AT 7:09 P.M.

MOOT

MOTION:

MIGUEL DIAZ

SECOND:

PABLO MATEO

VOTE:

PASS

FAIL