

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:  
OCTOBER 12, 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 6:10 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**

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
Sandra Farmer Barbara L. Saunders Miguel Diaz Anita Vega-Kaiser Michelle Campellone  <b>Board Members Absent:</b>	Steven Bilski  Ashley Redfearn  Michael McLeish Michael Thomson  Dean Krebs, Esq.  Karin Coger, Esq.

**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:

BARBARA L. SAUNDERS

SECOND:

MIGUEL DIAZ

VOTE:

PASS

FAIL

**R221012.01 Approval of the October 12, 2022 Agenda**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the October 12, 2022 Agenda.

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

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

**D. APPROVAL OF MINUTES**

MOTION:

MICHELLE CAMPPELLONE

SECOND:

MIGUEL DIAZ

VOTE:

PASS

**R221012.02 Minutes of the September 14, 2022 Meeting**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the September 14, 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**

<i>None</i>
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*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. *Mr. Steven Bilski—Chief Executive Officer of Memphis Street Academy Charter School*
  - i. *Reviewed and discussed with the Board the October 2022 CEO report, previously disseminated to the Board;*
  - ii. *Updated the Board regarding school data, including enrollment and average daily attendance;*
  - iii. *Reminded Board of MSA objections: “get them here, reach them here, teach them here”;*
  - iv. *Shared with the Board BESS screener data with the Board;*
  - v. *Shared with the Board the impact of Power Parents;*
  - vi. *Shared with the Board the upcoming produce giveaway;*
  - vii. *Informed the Board of upcoming PJ day and MSA winning 2<sup>nd</sup> place in dance contest at 2022 Puerto Rican Day Parade;*
  - viii. *Reminded Board of MSA’s mission statement, and reminded the Board about PSSA proficiency targets;*
  - ix. *Informed the Board of utilizing i-Ready to monitor growth; and*
  - x. *Updated Board on compliance, Epicenter uploads, PO purchase of chromebooks, and certain minor facility work including plumbing repairs and sink installation.*
- b. *Ms. Coger Kramer—Coger Law Firm, LLC*
  - i. *Provided a presentation concerning IP services her law firm can provide to MSA.*

**C. AMERICAN PARADIGM SCHOOLS CEO**

- a. *Ms. Ashley Redfearn—Chief Executive Officer of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the October 2022 APS report, previously disseminated to the Board;*
  - ii. *Reminded the Board of DEI mission;*
  - iii. *Informed the Board of CEO collaboration; and*
  - iv. *Shared ongoing efforts to support the school through public relations.*

**D. BUSINESS CONTROLLER**

- a. *Mr. Michael McLeish—Santilli & Thomson, LLC*
  - i. *Reviewed and discussed with the Board the October 2022 financial reports, previously disseminated to the Board;*
  - ii. *Informed the Board that there was a net income of ~\$565k; while it will likely decrease, it is a favorable variance; and*

iii. Informed the Board that there was nothing out of place on the expense side to report.

**E. GENERAL COUNSEL**

a. None

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:  
ANITA VEGA-  
KAISER

SECOND:  
MIGUEL DIAZ

VOTE:

PASS

FAIL

**R221012.03 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>

MOTION:  
MIGUEL DIAZ

SECOND:  
ANITA VEGA-  
KAISER

VOTE:

PASS

FAIL

**R221012.04 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.

<b>HIRES/POSITION CHANGE/SALARY CHANGE</b>		
<b>NAME</b>	<b>TITLE/CHANGE</b>	<b>START DATE</b>
Chantelle Wilson (rehire)	7 <sup>th</sup> Grade Science Teacher	10/4/22

<b>RESIGNATIONS/TERMINATIONS/NON-RENEW</b>		
<b>NAME</b>	<b>TITLE</b>	<b>END DATE</b>
None	None	None

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

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

MOTION:  
MIGUEL DIAZ

SECOND:  
ANITA VEGA-  
KAISER

VOTE:

PASS

FAIL

<i>S. Bilski</i>	<i>Noted that Mr. Wilson previously was an employee from 2017-20 and wanted to return.</i>
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**R221012.05 Professional Services Contract/s Resolution**

RESOLVED, the Professional Services 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 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
Bustleton Services, Inc.	<u>Plowing</u> 1 - 4": \$937.50 4.1 - 7": \$1,187.50 7.1 - 11": \$1,437.50 11" + : \$1,937.50  <u>Shoveling:</u> 1 - 4": \$437.00 4.1 - 7": \$687.50 7.1 - 11": \$1,062.50 11" +: \$1,437.50  <u>Salt &amp; Equipment</u> Salt Application: \$1,050/each Plow: \$119/hr Bobcat: \$156/hr Wheel Loader: \$187.50/hr Shovelers: \$50/hr Salt/Calcium: \$65/hr	2022-23 SY Snow Services

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

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

MOOT

**R221012.06 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:*

Who	What
None	None

**R221012.07 Approval of Coger Law Firm, LLC Engagement Agreement**

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School hereby ratifies and approves of the Engagement Agreement with Coger Law Firm, LLC.

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

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

Who	What
Board	<i>Prior to any contract being entered into by the school, the Board directed Mr. Steven Bilski to determine whether all the services presented and proposed by the law firm are appropriate for the school and to negotiate an updated contract, as appropriate.</i>

MOTION:  
ANITA VEGA-  
KAISER

SECOND:  
MIGUEL DIAZ

VOTE:

PASS

FAIL

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: NOVEMBER 9, 2022 AT 6:00 P.M.

**ADJOURNMENT AT 7:05P.M.**

MOTION:

BARBARA L. SAUNDERS

SECOND:

MIGUEL DIAZ

VOTE:

PASS

FAIL

221012