

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:  
JANUARY 11, 2023  
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 6:03 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 Anita Vega-Kaiser Michelle Campellone Pablo Mateo  <b>Board Members Absent:</b>	Steven Bilski  Ashley Redfearn Kristine Magargee Scott Kramer  Michael McLeish Michael Thomson  Dean Krebs, Esq.  Amber Wanner John Bish Marianne Lynch Martha Ritter

**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:

ANITA VEGA-  
KAISER

VOTE:

PASS

FAIL

**R230111.01 Approval of the January 11, 2023 Agenda**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the January 11, 2023 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:

**R230111.02 Minutes of the December 14, 2022 Meeting**

ANITA VEGA-  
KAISER

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the December 14, 2022 meeting of the Board of Trustees of Memphis Street Academy Charter School.

SECOND:

BARBARA L.  
SAUNDERS

VOTE:

[X] PASS

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

[ ] FAIL

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

**SECTION II: REPORTS**

**A. COMMUNITY COMMENT**

*Community Comment Colloquy (General Counsel)*

Good evening. My name is Dean Krebs, and I am with Sand & Saidel, P.C., General Counsel to the Memphis Street Academy Charter School Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees. Any documents or communications with which you might supplement your comment should be submitted to me. I will keep the time and notify the Board when three minutes have elapsed.

This Board may choose not to comment, question, or respond in any way to your public comment. I will begin the time now.

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

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

**B. MEMPHIS STREET ACADEMY CHARTER SCHOOL CEO**

- a. *Mr. Steven Bilski, CEO of Memphis Street Academy Charter School*
  - i. *Reviewed and discussed with the Board the January 2023 CEO report, previously disseminated to the Board;*
  - ii. *Informed the Board of attendance, enrollment, and PIMS data compliance;*
  - iii. *Informed the Board of recent food service compliance;*
  - iv. *Discussed ongoing public relation outreach;*
  - v. *Discussed ongoing student activities, such as athletics, family literacy night, Black History Month kick-off, Dress Down in Red, among others; and*
  - vi. *Informed the Board of recent A-TSI status.*

**C. AMERICAN PARADIGM SCHOOLS CEO**

- a. *Ms. Ashley Redfearn, CEO of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the January 2023 APS report, previously disseminated to the Board; and*

- b. *Shared facility and safety updates, including snow removal contracts and asbestos facility checks.*

**D. BUSINESS CONTROLLER**

- a. *Mr. Michael McLeish, Santilli & Thomson, LLC*
  - i. *Reviewed and discussed with the Board the November 2022 financials;*
  - ii. *Informed the Board about student enrollments impact on the budget;*
  - iii. *Informed the Board that MSA had \$3.9M in cash, representing 119 days and;*
  - iv. *Discussed disbursements.*

**E. GENERAL COUNSEL**

*None*

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:  
ANITA VEGA-  
KAISER

SECOND:  
BARBARA L.  
SAUNDERS

VOTE:

PASS

FAIL

**R230111.04 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:  
ANITA VEGA-  
KAISER

SECOND:  
BARBARA L.  
SAUNDERS

VOTE:

PASS

FAIL

**R230111.05 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.

<b>HIRES/POSITION CHANGE/SALARY CHANGE</b>		
<b>NAME</b>	<b>TITLE/CHANGE</b>	<b>START DATE</b>
Kristina Ortiz (rate change)	Assuming Duties of Food Service Director	1/13/23

RESIGNATIONS/TERMINATIONS/NON-RENEW		
NAME	TITLE	END DATE
Melissa Turner (resignation)	Food Service Director	12/23/22

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

Who	What
<i>S. Bilski</i>	<i>Shared information regarding HR changes</i>
<i>A Redfearn</i>	<i>Noted APS assistance with ensuring compliance</i>

MOOT

**R230111.06 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.

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>

MOOT

**R230111.07 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
None	None	None

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

<b>Who</b>	<b>What</b>
None	None

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: FEBRUARY 8, 2023 AT 6:00 P.M.

**ADJOURNMENT AT 7:02P.M.**

MOTION:

ANITA VEGA-KAISER

SECOND:

BARBARA L. SAUNDERS

VOTE:

PASS

FAIL