

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

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE

DATE & TIME:
JUNE 14, 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 6:10 p.m. My name is Sandra Farmer. I am the President of this Board of Trustees, and I will facilitate this meeting.

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 Anita Vega-Kaiser Michelle Campellone Pablo Mateo	Steven Bilski Ashley Redfearn Kristine Magargee Scott Kramer
Board Members Absent: Amber Wanner	Michael Thomson Samuel Mercanti Dean Krebs, 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:
PABLO MATEO
SECOND:
BARBARA L. SAUNDERS
VOTE:
 PASS
 FAIL

R230614.01 Approval of the June 14, 2023 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the June 14, 2023 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:
PABLO MATEO
SECOND:
ANITA VEGA-KAISER
VOTE:
 PASS
 FAIL

R230614.02 Minutes of the May 10, 2023 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the May 10, 2023 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>
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Board	General discussion
Board	General discussion

SECTION II: REPORTS

A. COMMUNITY COMMENT

None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
None	

B. MEMPHIS STREET ACADEMY CHARTER SCHOOL CEO

- a. *Mr. Steven Bilski, CEO of MSA*
 - i. *Reviewed and discussed with the Board the June 2023 CEO report;*
 - ii. *Shared with the Board enrollment and attendance data;*
 - iii. *Shared with the Board compliance updates and upcoming deadlines;*
 - iv. *Informed the Board that the school was looking to replace certain kitchen appliances;*
 - v. *Informed the Board of HR changes;*
 - vi. *Informed the Board that school outperformed student surveys from last year;*
 - vii. *Updated the Board on Family Fun Night/ Expressive Arts Expo;*
 - viii. *Informed the Board of a visit from Eagles DB James Bradberry;*
 - ix. *Informed the Board of free examinations from Ronald McDonald Care*
 - x. *Mobile Dental Vans;*
 - xi. *Informed the Board of 8th Grade Graduation;*
 - xii. *Shared preliminary PSSA data with the Board;*
 - xiii. *Informed the Board of strategic plan for 2023-24 SY.*
- b. *Board*
 - i. *Applauded Mr. Bilski for the work this school year.*

C. AMERICAN PARADIGM SCHOOLS CEO

- a. *Ms. Ashley Redfearn, CEO of APS*
 - i. *Reviewed and discussed with the Board the June 2023 APS report, previously disseminated to the Board;*
 - ii. *Shared recent Stanford study with the Board that showed APS' high standards in promoting growth; and*
 - iii. *Discussed PR efforts, including radio interviews.*
- b. *Mr. Scott Kramer, CTO of MSA*
 - i. *Reviewed and discussed with the Board the June 2023 APS report, previously disseminated to the Board;*
 - ii. *Noted many staff taking advantage of tuition reimbursement across network;*
 - iii. *Provided talent team updates, such as reviewing staff candidates, reviewing handbook changes, and that engagement survey has been shared with staff.*
- c. *Ms. Kristine Magargee*
 - i. *Reviewed and discussed with the Board the June 2023 APS report, previously disseminated to the Board;*

- ii. Shared with the Board academic team efforts, including Learning Walks, PD, various training, and coaching team updates;
- iii. Informed the Board of data team efforts, as highlighted on the presentation, including ensuring college benchmark information, demographics of teaching staff, and certification of teaching staff can be quickly accessed; and
- iv. Informed the Board of Caring School Community efforts, as highlighted on the presentation.

D. BUSINESS CONTROLLER

- a. Mr. Michael Thomas, Santilli & Thomson, LLC
 - i. Introduced Samuel Mercanti who will be assisting MSA going forward.
- b. Mr. Samuel Mercanti, Santilli & Thomson, LLC
 - i. Reviewed and discussed with the Board the April 2023 financials
 - ii. Informed the Board that the school was paid for 428 regular ed students, 134 SPED students;
 - iii. Informed the Board that the school had a net income of ~\$1M in April;
 - iv. Informed the Board that the school had 126 days of cash, which is an increase from March.

E. GENERAL COUNSEL

- a. None

SECTION III: OLD BUSINESS

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:

R230614.03 Report of the Business Controller

BARBARA L. SAUNDERS

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.

SECOND:

MICHELLE CAMPELLONE

Notes of Discussion / Advance Regulatory and Financial Comment:

VOTE:

Who	What
Board	General discussion

[X] PASS

[] FAIL

MOTION:

R230614.04 Human Resources Resolution

BARBARA L. SAUNDERS

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

SECOND:

MICHELLE CAMPELLONE

VOTE:

[X] PASS

[] FAIL

HIRES/POSITION CHANGE/SALARY CHANGE		
NAME	TITLE	START DATE
Gabrielle Alfaro (new hire)	Math Interventionist	8/21/23

RESIGNATIONS/TERMINATIONS/NON-RENEW		
NAME	TITLE	END DATE
Michael Smith (resignation)	7th Grade Math Teacher	5/12/23
Christopher Wiegand (resignation)	8th Grade Math Teacher	6/9/23
Rianna Daughtry (resignation)	8th Grade Math Teacher	6/9/23
Taysha Torres-Veloz (resignation)	6th Grade SS/Science Teacher	6/9/23
Marcia Butler (resignation)	8th Grade Science Teacher	6/9/23
George Shulik (resignation)	7th Grade SS Teacher	6/9/23
Mark Broadbent (resignation)	Counselor	6/9/23

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General discussion

MOTION:

AVK

SECOND:

PM

VOTE:

[X] PASS

[] FAIL

R230614.05 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.

Contractor	Amount	Comment: Terms and Conditions
A&J Cleaning Services	\$20,200.00/month	Facility cleaning services

		2023-24 SY
Withum	\$32,500	2022-23 SY annual audit
Educational Plus Health	\$145,472	Health Services 2023-24 SY

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>S.Bilski</i>	<i>Noted all vendors are renewals from last year and EPH has additional cost pertaining to Nurse Practitioner service being full-time at the school.</i>
<i>Board</i>	<i>General discussion</i>

MOOT

R230614.06 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
<i>None</i>	<i>None</i>

MOTION:

MICHELLE
CAMPELLONE

SECOND:

PABLO MATEO

VOTE:

[X] PASS

[] FAIL

R230614.06 Approval of Wellness Plan Policy

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Wellness Plan Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION:
 PABLO MATEO
 SECOND:
 ANITA VEGA-
 KAISER
 VOTE:
 PASS
 FAIL

R230614.07 Approval of 2023-24 Board Meeting Calendar

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the 2023-24 Board Meeting Calendar, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION:
 PABLO MATEO
 SECOND:
 BARBARA L.
 SAUNDERS
 VOTE:
 PASS
 FAIL

R230614.08 Approval of Board Terms

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the current Board terms, as presented below:

Amber Wanner: 4/13/23 - 6/30/26
 Barbara Saunders: 7/1/21 - 6/30/24
 Sandra Farmer: 7/1/21 - 6/30/24
 Pablo Mateo: 7/1/22 - 6/30/25
 Michelle Campellone: 7/1/22 - 6/30/25

ROLL CALL:

Amber Wanner: *absent*
 Barbara Saunders: *aye*
 Sandra Farmer: *aye*
 Pablo Mateo: *aye*
 Michelle Campellone: *aye*
 Anita Vega-Kaiser: *aye*

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION:
 BARBARA L.
 SAUNDERS
 SECOND:
 PABLO MATEO
 VOTE:
 PASS
 FAIL

R230614.09 Approval of Board Officers

RESOLVED, the Board of Trustees ratifies and approves of the Board officers for the term of July 1, 2023 to June 30, 2024, as presented:

<i>OFFICER</i>	<i>NAME</i>
PRESIDENT	<i>Sandra Farmer</i>
VICE-PRESIDENT	<i>Barbara L. Saunders</i>
TREASURER	<i>Michelle Campellone</i>
SECRETARY	<i>Pablo Mateo</i>

ROLL CALL:

Amber Wanner: *absent*

Barbara Saunders: *aye*
 Sandra Farmer: *aye*
 Pablo Mateo: *aye*
 Michelle Campellone: *aye*
 Anita Vega-Kaiser: *aye*

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Nominations were taken for each officer position; only one nomination was received for each position.</i>
<i>Board</i>	<i>General discussion</i>

UPON MOTION BY BARBARA L. SAUNDERS AND SECOND BY PABLO MATEO, THE BOARD UNANIMOUSLY AGREED TO ENTER INTO EXECUTIVE SESSION FOR PURPOSES OF 65 PA.C.S. § 708(A)(7). SPECIFICALLY, TO DISCUSS RESOLUTION R230614.10 BELOW WHICH CONCERNS THE REPORT PROVIDED UNDER 24 P.S. § 13-1309-B(C)(5) AND 24 P.S. § 13-1302-E(A)(2)(V)(VI).

UPON MOTION BY PABLO MATEO AND SECOND BY BARBARA L. SAUNDERS, THE BOARD ENTERED INTO OPEN SESSION.

R230614.10 Approval of Safety and Security Report

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Safety & Security Report, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>D. Krebs</i>	<i>Noted that this resolution memorializes the Board's receipt of the report required under 24 P.S. § 13-1309-B(c)(5) and 24 P.S. § 13-1302-E(a)(2)(v)(vi).</i>
<i>Board</i>	<i>General discussion</i>

R230614.11 Approval of Resignation of Ms. Anita Vega-Kaiser

WHEREAS, Ms. Anita Vega-Kaiser has served on the Board of Trustees of Memphis Street Academy Charter School since its inception;

RESOLVED, the Board of Trustees accepts the resignation of Ms. Anita-Vega-Kaiser, effective July 1, 2023.

ROLL CALL:

Amber Wanner: *absent*
 Barbara Saunders: *aye*
 Sandra Farmer: *aye*
 Pablo Mateo: *aye*
 Michelle Campellone: *aye*
 Anita Vega-Kaiser: *aye*

MOTION:
 ANITA VEGA-KAISER
 SECOND:
 PABLO MATEO
 VOTE:
 PASS
 FAIL
 MOTION:
 PABLO MATEO
 SECOND:
 BARBARA L. SAUNDERS
 VOTE:
 PASS
 FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>With unanimous consent, the Board elected to consider this R230614.11 immediately following R230614.09; then enter into the executive session noted above; and then consider R230614.10 above.</i>
<i>Board</i>	<i>Expressed their appreciation for Ms. Vega-Kaiser</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: AUGUST 9, 2023 AT 6:00 P.M.

ADJOURNMENT AT 7:52P.M.

MOTION:
PABLO MATEO

SECOND:
ANITA VEGA-KAISER

VOTE:

PASS
 FAIL

DRAFT