

# MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET  
PHILADELPHIA, PA 19134

## BOARD OF TRUSTEES MEETING

LOCATION:  
ZOOM CONFERENCE CALL

DATE & TIME:  
NOVEMBER 8, 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 6:07 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**

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
Sandra Farmer Barbara L. Saunders Pablo Mateo Amber Wanner  <b>Board Members Absent:</b> Michelle Campellone	Steven Bilski  Ashley Redfearn Kristine Magargee Scott Kramer  Samuel Mercanti  Dean Krebs, Esq.  Miguel Diaz

**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:

MICHELLE CAMPPELLONE

VOTE:

PASS

FAIL

**R231108.01 Approval of the November 8, 2023 Agenda**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the November 8, 2023 Agenda.

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

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

**D. APPROVAL OF MINUTES**

MOTION:

BARBARA L. SAUNDERS

SECOND:

MICHELLE CAMPPELLONE

VOTE:

**R231108.02 Minutes of the October 11, 2023 Meeting**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the October 11, 2023 meeting of the Board of Trustees of Memphis Street Academy Charter School.

[ X ] 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**

*Community Comment Colloquy (General Counsel)*

Good evening. My name is Dean Krebs, and I am with Sand & Sidel, 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 MSA*
  - i. *Shared attendance and enrollment data with the Board, noting higher enrollment than last year and 90% attendance which is higher than last year;*
  - ii. *Shared Future Ready Comprehensive Planning Portal with the Board; and*
  - iii. *Shared recent prayer breakfast with Cherelle Parker with the Board*
- b. *Board*
  - i. *Congratulated Mr. Bilski improved attendance rates.*

**C. AMERICAN PARADIGM SCHOOLS CEO**

- a. *Ms. Ashley Redferan, CEO of APS, and Mr. Scott Kramer, CTO of APS*
  - i. *Reviewed and discussed with the Board the November 2023 APS report, previously disseminated to the Board.*

**D. BUSINESS CONTROLLER**

- a. *Mr. Peter Costa, Santilli & Thomson, LLC*
  - i. *Reviewed and discussed with the Board the September 2023 financial report;*
  - ii. *Informed the Board that the school had \$800k in income with \$407l positive variance;*
  - iii. *Informed the Board that the school was budgeted for 428 students and paid for 419 students; and*

- iv. *Informed the Board that \$180k was due for federal and accounts payable at \$205k.*

**E. GENERAL COUNSEL**

**SECTION III: OLD BUSINESS**

*None*

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:

MICHELLE  
CAMPELLONE

SECOND:

AMBER WANNER

VOTE:

PASS

FAIL

**R231108.03 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:

MICHELLE  
CAMPELLONE

SECOND:

PABLO MATEO

VOTE:

PASS

FAIL

**R231108.04 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</b>	<b>START DATE</b>
James Woodhouse, Jr (new hire)	Maintenance Associate	10/19/23
Caleb Davis (new hire)	Technology Teacher	TBD

<b>RESIGNATIONS/TERMINATIONS/NON-RENEW</b>		
<b>NAME</b>	<b>TITLE</b>	<b>END DATE</b>
John Kramer (resignation)	Gym Teacher	9/26/23

Christian Copeland (resignation)	Math Teacher	10/31/23
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**Notes of Discussion / Advance Regulatory and Financial Comment:**

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

MOTION:

BARBARA L.  
SAUNDERS

SECOND:

MICHELLE  
CAMPELLONE

VOTE:

PASS

FAIL

**R231108.05 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
Bustleton Services, Inc.	<u>Snow Plowing Service</u> 1" – 4" : \$937.50 4.1" – 7": \$1,187.50 7.1" – 11" : \$1,437.50 11" – 11"+ : \$1,937.50  Snow Shoveling Service: 1" – 4" : \$437.50 4.1" – 7": \$687.50 7.1" – 11" : \$1,062.50 11" – 11"+ : \$1,427.50	2023-24 SY  Snow removal services
VOIP	See contract for rates	Telecommunication/Phone Service  5-year term
Overbrook for the Blind	\$100/hr/student	Private placement for visually disabled students

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

<b>Who</b>	<b>What</b>
S. Bilski & D. Krebs	Discussed contracts, including need for Overbrook for the Blind

NONE

**R231108.06 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

MOTION:

BARBARA L. SAUNDERS

SECOND:

MICHELLE CAMPPELLONE

VOTE:

PASS

FAIL

**R231108.07 Election of Mr. Miguel Diaz as Board of Trustee**

WHEREAS, Section 4.4.2 of the By-laws of Memphis Street Academy Charter School states: “A trustee may be re-elected or re-appointed for two (2) consecutive terms. However, after a minimum of one (1) year’s absence from the board, a former board member who has served for two consecutive terms can be re-appointed to the board.”

WHEREAS, the Board of Trustees of Memphis Street Academy Charter School, by Resolution R221109.09 during the November 9, 2022 Board meeting of the Board of Trustee of Memphis Street Academy Charter School, accepted the resignation of Mr. Miguel Diaz from the Board of Trustees of Memphis Street Academy Charter School, effective November 9, 2022.

WHEREAS, as of November 9, 2023, Mr. Miguel Diaz will have been absent from the Board of Trustees of Memphis Street Academy Charter School for one (1) year.

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School hereby elects Mr. Miguel Diaz as a Board of Trustee of Memphis Street Academy Charter School, effective November 9, 2023.

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

Who	What
Board	General discussion

**B. DISCUSSION AND ANNOUNCEMENTS**

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

**ADJOURNMENT AT 6:46P.M.**

MOTION:

PABLO MATEO

SECOND:

BARBARA L. SAUNDERS

VOTE:

PASS

FAIL