

# MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET  
PHILADELPHIA, PA 19134

## **BOARD OF TRUSTEES MEETING**

LOCATION:  
ZOOM CONFERENCE CALL

DATE & TIME:  
DECEMBER 10, 2025  
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 6:06 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</b>	<b>By Invitation: Non-Board Members:</b>
<p><b>Present:</b></p> <p>Sandra Farmer Michelle Campellone Barbara L. Saunders Pablo Mateo</p> <p><b>Absent:</b></p> <p>Miguel Diaz Stacey Schellinger</p>	<p><b>Present</b></p> <p>Steven Bilski</p> <p>Ashley Redfearn Kristine Magargee Scott Kramer</p> <p>Samuel Mercanti</p> <p>Dean Krebs, Esq.</p> <p>Eric Strauss Michael Stern</p> <p><b>Absent</b></p> <p>Dr. Richard Levy (Advisory Member)</p>

**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:

PABLO MATEO

VOTE:

PASS

FAIL

**R251210.01 Approval of Amended December 10, 2025 Agenda**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the December 10, 2025 Amended Agenda.

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

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board</i>	<i>Upon Motion by B. Saunders and Second by Pablo Mateo, the Board, pursuant to 65 Pa.C.S. § 712.1, unanimously approved of amending the Agenda to add R251210.06 regarding Bustleton Services, Inc. contract for snow removal contract, noting importance of having such services with Winter approaching.</i>

**D. APPROVAL OF MINUTES**

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

**R251210.02 Minutes of the November 12, 2025 Meeting**

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the November 12, 2025 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. MR. STEVEN BILSKI, CEO OF MSA**

- i. Reviewed and discussed with the Board the December 2025 CEO report, previously disseminated to the Board;*
- ii. Shared that MSA outperforming baseline for SPED students receiving services;*
- iii. Shared partnership with Brown’s Super Stores which operates ShopRite on Aramingo avenue;*
- iv. Shared Math/ELA growth scores at 100, noting though that math has been a challenging content area; and*
- v. Reviewed academic proficiency data*

**C. AMERICAN PARADIGM SCHOOLS CEO**

**a. Mr. Scott Kramer, CTO of APS**

- i. Reviewed and discussed with the Board the December 2025 APS report, previously disseminated to the Board;*
- ii. Shared teacher apprenticeship program approval; and*
- iii. Updated Board regarding eliminating teachers from loan forgiveness*

**D. BUSINESS CONTROLLER**

**a. Mr. Eric Strauss, Withum**

- i. Shared audit communications with the Board;*
- ii. Discussed auditor and management responsibilities, noting no issue with no issue with internal controls*
- iii. Gave general Reminder for Board of being vigilant for monitoring cyber security*

- iv. *Noted revenue down slightly, mostly due to federal funds; and*
- v. *Expressed clean audit.*

**E. GENERAL COUNSEL**

- a. *Dean Krebs, Esq.*
  - i. *Informed the Board of recent case decision regarding Pennsylvania Sunshine Act.*

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

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

**R251210.03 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:  
BARBARA L. SAUNDERS  
SECOND:  
PABLO MATEO  
VOTE:  
 PASS  
 FAIL

**R251210.04 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>NEW HIRE / RATE CHANGE/ POSITION CHANGE / RETURN LOA</b>		
<b>NAME</b>	<b>POSITION</b>	<b>START DATE</b>
Vilma Reyes (new hire)	Cafeteria Aide	11/24/25
Jill Johnson (new hire)	Special Education Teacher	TBD

<b>RESIGNATION / TERMINATION / LOA</b>		
<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
None	None	None

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

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

MOTION:

**R251210.05 Approval of Holiday Bonus**

BARBARA L. SAUNDERS

RESOLVED, The Board of Trustees of Memphis Street Academy Charter School ratifies and approves of the Holiday Bonus in the amount of five hundred dollars (\$500) net for full-time employees and two hundred fifty dollars (\$250) net for part-time employees.

SECOND:

PABLO MATEO

VOTE:

PASS

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

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

FAIL

MOTION:

**R251210.06 Professional Services Contract/s Resolution**

BARBARA L. SAUNDERS

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

SECOND:

PABLO MATEO

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

VOTE:

PASS

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

FAIL

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
Bustleton Services, Inc.	<u>Plowing</u>	Snow removal
	1''-4'': \$950.00	
	4.1'' – 7'': \$1,200.00	
	7.1'' – 11'': \$1,500.00	
	11'' +: \$2,000.00	
	<u>Shoveling</u>	
	1''-4'': \$500.00	
4.1'' – 7'': \$700.00		
	7.1'' – 11'': \$1,100.00	

	11”+: \$2,000.00	
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*Notes of Discussion / Advance Regulatory and Financial Comment:*

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

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: JANUARY 7, 2026 AT 6:00 P.M.

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

MOTION:

BARBARA L. SAUNDERS

SECOND:

PABLO MATEO

VOTE:

PASS

FAIL