

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING

March 28, 2017

5:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This March 28, 2017 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:09 pm. My name is Monique McCray I serve as Vice-President to 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.

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 5pm on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters to our legal 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.

¹ The corporate name of record is: "The Architecture & Design Charter High School", PA DOS Entity # 2879026

A. ROLL CALL

Board Members Present	By Invitation: Non-Board Members in Attendance:
Monique McCray (“MM”) Tep Ros, (“TR”) Lance Rothstein (“LR”) Kelly Ganczarz (“KG”) Ben Lindo (“BL”) Jeff Krieger (“JK”)	Alison Panik Michael McLeish David Annecharico, Esq. Lisa Roberts
Board Members Absent	
Marguerite Anglin (“MA”) Alexandra Overton, (“OR”) Kim Edwards (“KE”)	

B. DISCLOSURE: EXECUTIVE SESSION BY MONIQUE MCCRAY

1. 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
 LR
 SECOND
 JK
 VOTE:
 PASS
 FAIL

R23:17 Approval of the March 28, 2017 Agenda

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the March 28, 2017 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion

D. APPROVAL OF MINUTES

MOTION
 TR
 SECOND
 LR
 VOTE:
 PASS
 FAIL

R24:17 Approval of Minutes of Meeting: January 24, 2017

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the February 28, 2017 meeting of the Board of Trustees of Charter High School for Architecture + Design.

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: AGENDA ITEMS

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico. I serve as General Counsel to the Charter High School for Architecture + Design Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees **regarding the business that is before this Board of Trustees during this meeting**. Any documents or communications that you might supplement your comment with 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.

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

B. Board President

Monique McCray:

- + Reported that Ms. Anglin is unable to attend the board meeting due to a prior engagement*
- + Discussed the establishment of subcommittees to address various areas proposed by administration*

C. CEO

Allison Panek:

- + *Reported the Greg Wright is unable to attend the board meeting due to illness.*
- + *Presented a PowerPoint presentation regarding how CHAD is evaluated and CHAD’s plan moving forward to raise test scores and increase academic excellence. The board and Ms. Panek discussed specific strategies for benchmarking and evaluations in the high school context.*
- + *Continued, discussing the Every Student Succeeds Act (ESSA) and its impact / requirements on CHAD, Keystone Exams, and specific assessments.*
- + *The Board discussed summer remediation programs and whether or not CHAD administration intends to implement the same.*
- + *The Board discussed CHAD’s ranking in the School Performance Profiles and its impact upon charter renewal*
- + *Discussed the evaluation of teachers and CHAD’s identification of strong / weak teachers*
- + *The Board discussed Charter renewal in the context of CHAD’s academic progress and ways in which the board of trustees can support the administration.*

D. Business Controller

Michael McLeish reviewed the Financial Operations Report, February 28, 2017, previously submitted and incorporated into these minutes.

SECTION III: UNFINISHED BUSINESS

A. RESOLUTIONS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION
 LR
 SECOND
 BL
 VOTE:
 PASS
 FAIL

R25:17 Report of Business Controller

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design 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>G.Santilli, Board</i>	<i>See Above</i>

MOTION
 LR
 SECOND
 BL
 VOTE:
 [X] PASS
 [] FAIL

R26:17 Uniform Human Resources Resolution

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design accepts the human resources changes, modifications and additions as presented below:

Resignations / Terminations

Term/Resigned Name	First Day	Last Day	Salary
None	n/a	n/a	n/a

Hires / Appointments

New Hires Name	Hire Date	Salary
None	n/a	n/a

Salary Increase

Name	Increase	Date
Dawn Carmichael	+\$4,000 annually	April 1, 2017

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion
A. Panek	Discussed the administration's position in requesting a salary increase for Ms. Carmichael, listing additional duties that have been added to her job description.

MOOT

R27:17 Uniform Professional Services Contracts Resolution

RESOLVED, the Professional Services Contracts and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, any officer of this Board is directed and authorized to execute any document necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
NONE	N/A	N/A

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
n/a	n/a

MOOT

R28:17 Uniform Purchase Services Contract Resolution

RESOLVED, the Purchase Services Contracts and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, any officer of this Board is directed and authorized to execute any document necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
NONE	N/A	N/A

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
n/a	n/a

B. COMMUNITY COMMENT: NON-AGENDA ITEMS

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico. I serve as General Counsel to the Charter High School for Architecture + Design Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees **regarding general topics not discussed during this meeting**. Any documents or communications that you might supplement your comment with 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.

Who	What
None	None

C. DISCUSSION AND ANNOUNCEMENTS

- *The “Sick Day Policy Clarification” document previously submitted by G. Wright has been tabled as an item of discussion and will appear as a resource in the board packet for the next meeting.*
- *Tep Ros discussed the Alumni Association meeting that will be held on April 3, 2017.*

- *The Board discussed development of new board members and the introduction of new board members from various experiential backgrounds*
- *The Board discussed drafting commitment letters for board members to execute in the beginning of the year to memorialize board member commitments*
- *The Board discussed identifying categories of need as a frame of reference for recruiting board members.*
- *Next Board Meeting: April 25, 2017*

ADJOURNMENT AT 7:09PM

MOTION

TR

SECOND

AO

VOTE:

PASS

FAIL
