

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING
February 27, 2018
5:30 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This February 27, 2018 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:36 pm. My name is Marguerite Anglin I serve as Chairperson 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:
Marguerite Anglin (“MA”) Jeff Krieger (“JK”) Lance Rothstein (“LR”) Dionne C. Wright (“DW”) Monique McCray (“MM”) Alexandra Bonner, (“AB”) Brian Berson (“BB”) Mary Alcaraz (“MA”)	Gregory Wright Rose Sciola Gerald L. Santilli Michael Thomson Michael McLeish David Annecharico, Esq. Joseph Marzano Lisa Roberts
Board Members Absent	
Kelly Ganczarz (“KG”)	

B. DISCLOSURE: EXECUTIVE SESSION BY MARGUERITE ANGLIN

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	R180227.01 Approval of the February 27, 2018 Agenda				
LR	RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the February 27, 2018 Agenda.				
SECOND					
MM					
VOTE:					
[X] PASS	<i>Notes of Discussion / Advance Regulatory and Financial Comment:</i>				
[] FAIL	<table border="0"> <tr> <td><i>Who</i></td> <td><i>What</i></td> </tr> <tr> <td><i>Board</i></td> <td><i>General Discussion</i></td> </tr> </table>	<i>Who</i>	<i>What</i>	<i>Board</i>	<i>General Discussion</i>
<i>Who</i>	<i>What</i>				
<i>Board</i>	<i>General Discussion</i>				

D. APPROVAL OF MINUTES

MOTION
 AB
 SECOND
 MM
 VOTE:
 PASS
 FAIL

R180227.02 Approval of Minutes of Meeting: January 23, 2018

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the January 23, 2018 meeting of the Board of Trustees of Charter High School for Architecture + Design.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who **What**
 Board General Discussion

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.

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

B. Board President

Marguerite Anglin:

+ *Board Committee Recruitment: Board members have been following up with individuals who attended the CHAD open house and demonstrate interest in serving on committees. The committee chairs are encouraged to engage with individuals interested in serving on committees.*

+ *If there are any comments regarding the web site, please send them to Kelly Ganczarz or Joseph Marzano*

+ Ms. Anglin briefed the board with respect to potential tenants of 105 S. 7th Street.

Brian Berson (BAC Committee):

+ A kickoff meeting was held. BAC has been divided into working groups, with leaders identified in each working group.

+ Mr. Berson updated the Board with respect to the BAC's latest activities.

Lance Rothstein (Governance)

+ A number of people have indicated interest with serving on the Board of Trustees.

Lance Rothstein (Facilities)

+ Meetings have been scheduled between the Board, Business Controller, CEO and certain contractors to discuss and address outstanding facilities issues.

Jeff Kreiger (Finance, Audit)

+ Charters have been drafted for the Finance and Audit Committees. Mr. Kreiger will share the documents on dropbox.

+ The Board has arranged to have Sir David Adjaye speak at the Kahn Lecture scheduled at CHAD on May 3, 2018. Mr. Adjaye is a world-famous architect, based in London, UK.

Dionne Wright (Human Resources)

+ Updated the board with respect to using PSBA policies for charter schools

+ Offered the use of HR interns to volunteer at CHAD

Monique McCray (Education)

+ The Education Committee has held its first meeting and has made arrangements to begin reviewing the CHAD Academic Plan.

C. CEO

Gregory Wright:

+ Commended the Board on committee work

+ The PSBA policies: A training has been scheduled. PSBA has sent the charter school the first five sections of the policies.

+ Reported upon enrollment.

+ Discussed and reviewed the Enrollment Report, CEO Report and Dashboard, previously submitted to the Board of Trustees.

+ Reviewed Human Resources needs in the Charter School, discussing recruitment efforts and job openings.

+ There are no significant developments in the Charter renewal process.

+ Discussed the CEO Dashboard, addressing concerns regarding the Academic data included in the CEO Dashboard.

+ The Board discussed, with Gregory Wright, what information should be collated and reviewed in determining Academic proficiency.

MONIQUE MCRAY left the meeting.

+ The Board discussed college matriculation and attendance rates for CHAD alumni.

+ Reviewed, with the Board, CBT benchmark assessments and delivered a presentation of the DRC Insight web site dashboard. The Board discussed how groups of teachers discuss the CBT results and DRC Insight dashboard information. The Board reviewed detailed information and infographics demonstrating recent benchmarking data collected by CHAD

+ The Activity Calendar is now organized and available through Google Business Apps. Mr. Wright shared it with the Board of Trustees

D. Strategic Plan Report

None

E. Business Controller

The Board and Gerald Santilli discussed proposed review of the CHAD Annual Budget and production/review timetable.

Michael McLeish reviewed the January 2018 financial statements, previously disseminated to the Board.

SECTION III: UNFINISHED BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION

R180227.03 Report of Business Controller

LR

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.

SECOND

DW

VOTE:

PASS

Notes of Discussion / Advance Regulatory and Financial Comment:

FAIL

Who What

Board, Gerald Santilli, Michael McLeish See above

MOTION

JK

SECOND

LR

VOTE:

[X] PASS

[] FAIL

R180227.04 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:

HIRES

NAME TITLE SALARY

James Watts Math Teacher \$79,000

RESIGNATIONS

NAME TITLE EFFECTIVE DATE

Susan Westwood Spanish Teacher February 23, 2018

Notes of Discussion / Advance Regulatory and Financial Comment:

Who What

Board, Gregor Wright General Discussion, See above.

MOOT

R180227.05 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

n/a n/a n/a

Notes of Discussion / Advance Regulatory and Financial Comment:

Who What

n/a n/a

MOOT

R180227.06 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
n/a	n/a	n/a		

Notes of Discussion / Advance Regulatory and Financial Comment:

Who
n/a

What
n/a

MOTION

R180227.07 Mark Celoni

MA

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design hereby appoints Mark Celoni to the Business Advisory Council of the Charter High School for Architecture + Design.

SECOND

DW

VOTE:

PASS

Notes of Discussion / Advance Regulatory and Financial Comment:

FAIL

Who
Board

What
General Discussion

MOTION

R180227.08 2018-2019 Calendar

LR

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design hereby approves the 2018-2019 School Calendar as presented.

SECOND

AB

VOTE:

PASS

Notes of Discussion / Advance Regulatory and Financial Comment:

FAIL

Who
Board

What
General Discussion. Gregory Wright discussed differences between the proposed calendar and the School District calendar.

MOTION

R180227.09 2018-2019 Appointees: Business Advisory Committee

BB

SECOND

RESOLVED, the following persons are hereby appointed or memorialized as having been appointed to the Business Advisory Committee:

MA

VOTE:

PASS

- Brian Berson (Co-Chair);
- Mary Alcaraz, PE, CEM, LEED BD+C (Co-Chair);
- Michael K. Armento;
- Michael Beck, PE;
- Mark Celoni, PE;
- Daniel DiMucci;
- Rebecca Johnson;
- Dermid Kelly, LEED AP;
- William Long, PE, LEED AP, FSMPS;
- Keith Mock, AIA;
- Benjamin Connors, Esq.;
- Gregory R. Wright M.Ed. MBA (CEO of CHAD); and
- Michael McLeish (Santilli & Thomson, Business Controller for CHAD)

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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.

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

C. DISCUSSION AND ANNOUNCEMENTS

- *Next Board Meeting: March 27, 2018*
- *David Annecharico briefed the board regarding recent developments involving litigation at the Commonwealth Court regarding 24 P.S. 17-1725.*

ADJOURNMENT AT 8:05 PM

MOTION

AB

SECOND

JK

VOTE:

PASS

FAIL
