

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING
April 24, 2018
5:30 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This April 24, 2018 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 6:01 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.

A. ROLL CALL

Board Members Present	By Invitation: Non-Board Members in Attendance:
Marguerite Anglin (“MA”) Lance Rothstein (“LR”) Jeff Krieger (“JK”) Kelly Ganczarz (“KG”) Dionne C. Wright (“DW”) Monique McCray (“MM”) Brian Berson (“BB”) Mary Alcaraz (“MAZ”) Alexandra Bonner (“AB”)	Gregory Wright Rose Sciola Gerald L. Santilli Michael McLeish David Annecharico, Esq. Phillip Holcomb Anthony Levechi Joseph Havlick Taya Bullock Joseph Marzano
Board Members Absent	

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

B. DISCLOSURE: EXECUTIVE SESSION BY MARGUERITE ANGLIN

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

R180424.01 Approval of the April 24, 2018 Agenda

LR

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the April 24, 2018 Agenda.

SECOND

AB

VOTE:

PASS

Notes of Discussion / Advance Regulatory and Financial Comment:

FAIL

Who What
Board General Discussion

D. APPROVAL OF MINUTES

MOTION

R180424.02 Approval of Minutes of Meeting: March 27, 2018

JK

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the March 27, 2018 meeting of the Board of Trustees of Charter High School for Architecture + Design.

SECOND

MM

VOTE:

PASS

Notes of Discussion / Advance Regulatory and Financial Comment:

FAIL

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.

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

B. Board President

Marguerite Anglin

- + *Discussed board candidate Ricardo Rodriguez and his potential service as Treasurer of the Board of Trustees. Mr. Rodriguez is the director of internal audit at a national firm (PJM). D. Wright discussed Mr. Rodriguez's qualifications.*
- + *The Board is actively involved seeking candidates to fill its parent seat.*

Business Advisory Committee

- + *The BAC has created several working groups. The BAC is actively fundraising. Mr. Berson reported that the BAC has actively raised 40k towards the planned Breakfast.*
- + *The BAC is preparing to honor several professionals who have contributed to architectural development in Philadelphia.*

Building Committee

- + *The Building Committee has commissioned electrical investigatory work to ensure that the building conforms to code.*
- + *The Building Committee is working with contractors to create a master facilities manual to ensure timely and appropriate upkeep and maintenance of 105 S. 7th Street.*

Education Committee

- + *The committee has received the CHAD academic plan and is currently reviewing the same.*

C. CEO

Greg Wright

- + *Reviewed the CEO Board Report, March Meeting 4/24/2018, previously disseminated.*
- + *Jeff Krieger reported on the Kahn lecture series. The proceeds from the paid lecture go to CHAD as beneficiary. The guest lecturer, this year, is Sir David Ajayi, the lead architect for the Smithsonian African-American museum.*
- + *Discussed the mechanics of renewal with the Board*

+ Reported that federal monitor for Title I program has completed their audit of CHAD's records.

Rose Sciola

+ Presented a data-driven analysis of academic performance at CHAD, available through the Data Recognition Corporation (DRC), in partnership with Pennsylvania Department of Education

E. Business Controller

Michael McLeish

+ Requested that board members execute new signature cards for the corporation's accounts.

+ Reviewed the proposed 2018/2019 Annual Budget, previously disseminated. Greg Wright joined Michael McLeish to request that the board table R180424.04 Annual Budget. There are some minor changes that Mr. Wright and Mr. McLeish want to collaborate on.

+ Reviewed the March 2018 financial report of S&T, previously submitted.

+ The Board discussed the federal e-rate program and its impact upon the 2018/2019 budget.

Lance Rothstein briefed the board regarding the Designing Future Foundation's initiative to sell or lease 105 South 7th Street. DFF is currently entertaining one (1) offer to purchase 105 S. 7th Street and one (1) offer to rent 105 S. 7th Street.

Marguerite Anglin noted that the Board's Finance committee has met to review and discuss the budget prepared by Santilli & Thomson.

SECTION III: UNFINISHED BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION

AB

SECOND

DW

VOTE:

[X] PASS

[] FAIL

R180424.03 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:

Who **What**
Board, Santilli & Thomson See Above, General Discussion

MOTION TO
TABLE

JK

SECOND

MM

VOTE:

PASS

FAIL

R180424.04 Annual Budget

RESOLVED that the Board of Trustees of Charter High School for Architecture + Design hereby accepts the Proposed Budget for 2018-2019 and hereby incorporates into these minutes by reference the financial statements and the documents distributed by Santilli & Thomson to the board.

By Roll Call:

- Marguerite Anglin -
- Lance Rothstein -
- Jeff Krieger -
- Kelly Ganczarz -
- Dionne C. Wright -
- Monique McCray -
- Brian Berson -
- Mary Alcaraz -
- Alexandra Bonner -

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>See Above</i>

MOOT

R180424.05 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
		<i>None None None</i>

RESIGNATIONS

NAME	TITLE	EFFECTIVE DATE
		<i>None None None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>n/a</i>	<i>n/a</i>

MOOT

R180424.06 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
<i>None</i>	<i>None</i>	<i>None</i>	

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>n/a</i>	<i>n/a</i>

MOOT

R180424.07 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
<i>None</i>	<i>None</i>	<i>None</i>	

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>n/a</i>	<i>n/a</i>

MOTION

R180424.08 School Calendar

LR

RESOLVED, the Charter High School for Architecture + Design 2017-2018 Calendar is hereby ratified as presented.

SECOND

JK

Notes of Discussion / Advance Regulatory and Financial Comment:

VOTE:

Who	What
<i>Board</i>	<i>General Discussion. Greg Wright explained that CHAD has added two (2) days onto the calendar.</i>

PASS

FAIL

MOTION

AB

SECOND

DW

VOTE:

PASS

FAIL

R180424.09 Standard Teacher Contract

RESOLVED, the Standard Teacher Contract is hereby ratified for use by CHAD in the 2018/2019 fiscal year.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion
Greg Wright	Discussed the proposed contract
Board	Requested that David Annecharico amend the contract to require termination notice be sent to the Board or the Board's designee.

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: May 22, 2018*
- *There will be board member training prior to the May 22, 2018 Board meeting, conducted by Joseph Marzano.*

ADJOURNMENT AT 7:58PM

MOTION

LR

SECOND

MM

VOTE:

PASS

FAIL
