

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING
May 22, 2018
5:30 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This May 22, 2018 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:42 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:

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

Marguerite Anglin (“MA”)
Lance Rothstein (“LR”)
Monique McCray (“MM”)
Brian Berson (“BB”)
Mary Alcaraz (“MAZ”)
Alexandra Bonner (“AB”)

Board Members Absent

Jeff Krieger (“JK”)
Kelly Ganczarz (“KG”)
Dionne C. Wright (“DW”)

Gregory Wright
Rose Scioli
Michael Thomson
Michael McLeish
David Annecharico, Esq.
Joseph Marzano
Lisa Roberts
Anthony Levechi
Joseph Havlick
Ricardo Rodriguez
Valerie Darden
Phillip Holcomb

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

BB

SECOND

MM

VOTE:

[X] PASS

[] FAIL

R180522.01 Approval of the May 22, 2018 Agenda

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the May 22, 2018 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

D. APPROVAL OF MINUTES

MOTION

R180522.02 Approval of Minutes of Meeting: April 24, 2018

LR

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

SECOND

AB

VOTE:

PASS

Notes of Discussion / Advance Regulatory and Financial Comment:

FAIL

Who	What
<i>Board</i>	<i>General Discussion</i>
<i>Brian Berson</i>	<i>Clarification regarding two bullet points with respect to the 4/24/2018 BAC report. Minutes were approved as amended:</i>

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.*

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

- + *Discussed the board orientation training given to new board members on May 22, 2018.*
- + *Educated new board member candidates regarding business to be conducted during the annual CHAD board meeting to be held in June 2018;*
- + *Thanked new board member candidates for their volunteerism*
- + *Discussed the transition of officers within the Board of CHAD. The terms of officer positions are expiring.*
- + *Briefed the board regarding Jacqueline Barnett, the proposed incoming Board President*
- + *Ms. Anglin intends to resign from the CHAD Board of Trustees after her term as President but will remain involved in the future development of the Charter School.*
- + *The Board intends to nominate Lance Rothstein as Vice-President.*
- + *On July 1, 2018, it is anticipated that CHAD's board will have twelve (12) board members, one (1) of which is the parent of a student attending CHAD.*
- + *June 26, 2018: Strategic Plan Progress Meeting. CHAD is one (1) year into its strategic plan. The purpose of the June 26, 2018 meeting is to assess the school's progress in meeting goals contained in the strategic plan.*

Facilities – Lance Rothstein

+ There may be a need to hold an unscheduled meeting before the next scheduled board meeting to discuss facilities related contracts including work on sprinklers, HVAC, exit signs and emergency lights, integrity test on electrical system. Total cost is anticipated to be approximately \$20,000. Lance Rothstein to distribute information regarding the facilities work to the Board prior to any telephonic meeting.

Business Advisory Council – Brian Berson

- + *The BAC is proud to report that it has raised \$126,000 for the benefit of CHAD.*
- + *The Board discussed the BAC's "Champagne Breakfast", a major fundraiser benefiting CHAD.*

Education Committee – Monique McCray

+ *The next scheduled meeting of the Education Committee is June 4, 2018*

People and Policy – Monique McCray for Dionne Wright

- + *Greg Wright encouraged board members to join the people and policy committee, discussing the need to review policies provided by the Pennsylvania School Board Association. The People and Policy committee will standardize policies used by CHAD*

Marketing Committee - Phillip Holcomb

- + *Briefed the board regarding upgrading CHAD's web site.*
- + *Requested that the Board provide assistance in content creation*
- + *It is anticipated that the web site will launch July 1, 2018 with the assistance of staff to generate content.*

C. CEO

Greg Wright:

- + Reviewed the CEO report, previously disseminated and attached to these minutes.
- + Briefed the Board Classroom Diagnostic Test (CDT) benchmark testing. Students recently took their third (3rd) round of testing.
- + Rose Scioli briefed the Board regarding CDT results. The Board, Greg Wright and Rose Scioli discussed growth in student proficiency indicated by the most recent CDT results. This year's tests will be used to differentiate education in the 2018/2019 school year.
- + Joseph Marzano and the Board discussed challenges to CHAD in that the students who matriculate come from schools with differing curricular models.
- + The Board and Greg Wright discussed CHAD's anticipated renewal of charter
- + Reviewed "Activities" appearing in the CEO report.

UPON MOTION by MONIQUE MCRA Y and SECOND by LANCE ROTHSTEIN the board UNANIMOUSLY entered CLOSED EXECUTIVE SESSION to discuss legally privileged matters

UPON MOTION by ALEXANDRA BONNER and SECOND by MONIQUE MACRAY the board UNANIMOUSLY entered OPEN SESSION.

D. Business Controller

Michael McLeish

- + Reviewed the April 2018 financial report, previously disseminated to the Board. Mr. McLeish discussed variances in that financial report.
- + The Board discussed various line items in the financial report with Mr. McLeish.
- + Mr. McLeish reviewed the CHAD/LA/DFE cash flow plan report, previously disseminated.
- + The Board and Greg Wright discussed funding opportunities through increased enrollment.
- + Michael McLeish reviewed the Proposed Budget for 2018-2019, illustrating changes to special education and science positions. Otherwise, the proposed budget has not been amended since the April 24, 2018 board meeting.

SECTION III: UNFINISHED BUSINESS

MOTION

MM

SECOND

LR

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 - *aye*
- Lance Rothstein - *aye*
- Jeff Krieger - *absent*
- Kelly Ganczarz - *absent*
- Dionne C. Wright - *absent*
- Monique McCray - *aye*
- Brian Berson - *aye*
- Mary Alcaraz - *aye*
- Alexandra Bonner - *aye*

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion; see above.

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION

MM

SECOND

AB

VOTE:

PASS

FAIL

R180522.03 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	General Discussion; See above

MOTION

AB

SECOND

MM

VOTE:

PASS

FAIL

R180522.04 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

Mike Lavetsky	Director of Student Services	\$85,000
Adam McKnight	Teacher (Spanish)	\$47,000
Ryan Black	Teacher (Biology)	\$55,000
Amanda McDonald	Teacher (Special Education)	\$53,000
Adam Neurohr-Pierpaoli	Teacher (Math)	\$57,000

RESIGNATIONS / TERMINATIONS

NAME TITLE EFFECTIVE DATE

Thomas McGlaughlin Teacher TERMINATION May 22, 2018

Notes of Discussion / Advance Regulatory and Financial Comment:

Who What

Board General Discussion

Marguerite Anglin Reported that she and Ms. Wright spoke with Greg Wright about the changes indicated in this resolution. The People and Policy committee approves of R180522.04.

Gregory Wright Discussed the incoming Director of Student Services with the Board of Trustees.

Board; Gregory Wright Discussed the various tools used by the Charter school to vet teachers.

MOTION

LR

SECOND

MM

VOTE:

PASS

FAIL

R180522.05 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

Food Service Management Company (FSMC) Renewal Year COST REIMBURSABLE Contract

SFA: Charter HS for Architecture and Design (School Food Authority)

FSMC: The Nutrition Group

See "Projected Operating Costs" at Attachment CR3 (Page 15) July 1, (2018) to June 30, (2019)

Pennsylvania Department of Education Form PDE040g-CR.doc

Contract No. 126513190

Attachment 5.1. to this Agenda

The Martius Group \$47,400.00 in total for the mutually agreed services described in Appendix A.

Attachment 5.3 to this Agenda

Notes of Discussion / Advance Regulatory and Financial Comment:

Who What

Board General Discussion

Marguerite Anglin Discussed the proposed services of The Martius Group. A very generous donor has offered to underwrite the cost of retaining The Martius Group; Marguerite Anglin recognized Ms. Lisa Roberts for her generosity.

Michael McLeish Discussed the Food Service Management contract.

MOOT

R180522.06 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
None	None	None

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

- *Next Board Meeting: June 26, 2018*
- *There will a 4:00pm Strategic Planning Progress Meeting prior to the June 26, 2018 Board meeting*

ADJOURNMENT AT 7:36PM

MOTION

AB

SECOND

MM

VOTE:

PASS

FAIL
