

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING

October 23, 2018

5:30 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This October 23, 2018 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:35 pm. My name is Lance Rothstein I serve as the Vice-President and Interim 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
CHAD BOARD MEETING AGENDA
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A. ROLL CALL

Board Members Present	By Invitation: Non-Board Members in Attendance:
-Lance Rothstein (“LR”) Brian Berson (“BB”) Mary Alcaraz (“MAZ”) Alexandra Bonner (“AB”) Dionne C. Wright (“DW”) Anthony LiVecchi (“AL”) Valerie Joseph-Darden (“VJD”) Phillip Holcombe (“PH”)	Jacqueline Jeffries Barnett Michael McLeish Joseph Marzano Lisa Roberts David Annecharico, Esq. Abigail Lipow, Esq.
Board Members Absent Ricardo Rodriguez (“RR”), Monique McCray (“MM”)	

B. DISCLOSURE: EXECUTIVE SESSION BY LANCE ROTHSTEIN

I would like to state, for purposes of the Minutes of this meeting that on October 11, 2018, the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:

() Certain Employee Issues. To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee, provided, however, that the individual employees or appointees whose rights could be adversely affected may request, in writing, that the matter or matters be discussed at an open meeting. The agency's decision to discuss such matters in executive session shall not serve to adversely affect the due process rights granted by law, including those granted by Title 2 (relating to administrative law and procedure).

() Labor Relations. To hold information, strategy and negotiation sessions related to labor relations and/or arbitration.

() Purchase or Lease of Real Property. To consider the purchase or lease of real property up to the time an option to purchase or lease the real property is obtained or up to the time an agreement to purchase or lease such property is obtained if the agreement is obtained directly without an option.

(x) Consultation with Professional Advisor or Attorney. To consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed.

Discuss Confidential Matters. To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

C. APPROVAL OF AGENDA

MOTION
 AB
 SECOND
 MA
 VOTE:
 PASS
 FAIL

R181023.01 Approval of the October 23, 2018 Agenda

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the October 23, 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
 PH
 SECOND
 DW
 VOTE:
 PASS
 FAIL

R181023.02 Approval of Minutes of Meeting: September 25, 2018

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the September 25, 2018 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

- *Lance Rothstein*
 - *Five focus areas—maintaining full enrollment; secure tenant and real estate issue; academic growth; special ed compliance; administrative compliance*
 - *Board open house November 5, 2018 6 PM*
 - *Building Update:*
 - *Contract for roof repairs incoming*
 - *Basement cleanup complete—proposal of second level cleaning*
 - *Bathroom exhaust fan to be reinstalled*
 - *Exit signs reinstalled*
 - *Lease space*
 - *One as-is offer on the table (“Revolution”)*

C. CEO

- *Jacqueline Barnett*
 - *General updates*
 - *609 students currently enrolled*
 - *Robin Lindsey retiring*
 - *0/5 Timely reporting CSO report*
 - *Charter Update: Arranged a school site visit to take place on November 9, 2018 (Robert Kliegerman)*
 - *Curriculum/ Academics:*
 - *purchased keystone academics and working to integrate them into lesson plans*
 - *Culture of lateness trending upward—98% of student body attending 95% or more of the time*
 - *October 3, 2018—successful activities fair*
 - *October 10, 2018 Keystone prep test*

- *Cooper Union trip*
- *New hire: Amber. Fisher-Brown*
- *Ms. Wisburn—Math Lab*
- *Partnership: St. Joe's University Masters students*
- *Safety/ security/ discipline*
 - *Victor*
 - *Two teams: freeing Deans to build relationships with students*
 - *Less students in the hall, more students in the classroom*
 - *Working on communication with students*
 - *Color coding building for students*
 - *Updating security in the building*
- *Special Education*
 - *Karen Newsome*
 - *Discrepancy regarding amount of SPED students*
 - *Breaking down exact discrepancies that occurred*
 - *Updating student files*
 - *Contracting school psychologist (9th grade), compliance officer, Aspire—
SPED professionals*
- *Epicenter uploads done*
- *Annual report to PDE done*
- *Employee files updated*
- *PIMS reporting up to date*
- *CHAD Handbooks up to date*
- *Alternative data sets for CSO requirements*

D. Business Controller

- *Mike McCleish*
 - *SPD recognized 70 SPED students—IEPS out of date currently*
 - *Numbers are through June 2018; Paid by SPD for 100*
 - *Currently ongoing recount*
 - *Budget = 114 SPED students*
 - *Getting federal funds for 18-19 school year*
 - *Savings in instructional department*
 - *Over budget in some areas based on restructuring*
 - *149K disbursed for September*
 - *1.3 Million on hand*

SECTION III: UNFINISHED BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. Resolutions

MOTION

R181023.03 Report of Business Controller

LR
 SECOND
 AB
 VOTE:
 X] PASS
 [] FAIL

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>Mike McCleish</i>	<i>Review Financial Report, previously uploaded</i>

MOOT

R181023.04 Uniform Human Resources Resolution

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

HIRES		
NAME	TITLE	SALARY

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
None		

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>none</i>	

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

R181023.05 Professional Services

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

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of this contract based upon these Professional Services Proposal/s;

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

Contractor	Amount	Comment: Terms and Conditions
Aspire Child & Family Services	\$50,000 (Retainer)	Special Education Teacher Resource

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R181023.06 Purchases

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

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract based upon these Purchase Services and Proposal/s;

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

Contractor	Amount	Comment: Terms and Conditions
None		

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION

LR

SECOND

DW

VOTE:

PASS

FAIL

R181023.07 Contract. Settlement Agreement, re: School District of Philadelphia

RESOLVED, the Board of Trustees of the Charter High School for Architecture + Design hereby ratifies the release and settlement agreement between CHAD and the School District of Philadelphia.

Closed Session: PH/LR

Open Session: AB/LR

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

1. *Next Board Meeting: November 27, 2018*

ADJOURNMENT AT 7:41

MOTION

AB

SECOND

DW

VOTE:

X PASS

[] FAIL
