

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, May 10, 2017

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, June 14, 2017

Board Attendees:

Rashidah Andrews	present	Greg Turlington	present	Cody Smith (staff)
Mike Barsanti	absent	Mehreen Zaman	present	Francesca Borin (staff)
Maureen Eagen	present	<i>Ex-officio</i>		Patrice Gardner (staff)
Susanna Greenberg	present	Tom Scheid	present	Antonia Jauregui (staff)
Tre Johnson	absent	Kerry Routh	present	Kaley Lankford (staff)
Rose McNamara	absent	<i>Also attending</i>		Joanna Walker (staff)
Jones				
Harry Mosley	present	Ramzy Andrawos (staff)		
Krista Pfeiffer	present	Patricia Cirone (staff)		
Rachel Salis	present	Mike Danyo (Santilli & Thomson)		
Silverman				
Ashley Tobin	present	Kristen Long (staff)		
John Trieu	absent	Dave Peterson (staff)		

Who	What
Greenberg	6:08 pm Susanna called the meeting to order.
Greenberg	<p>Approval of Minutes Susanna asked for a motion to approve the minutes.</p> <p>Motion to Approve: Maureen Eagen 2nd: Harry Moseley Abstain: Krista Pfeiffer Action: Passed (voice vote)</p>
Greenberg	Susanna asked if there were any public comment. None
Scheid	<p>CEO Report Tom reported the following:</p> <ul style="list-style-type: none"> • Building a Regional Collaborative Around Student-Centered and Deeper-Learning <ul style="list-style-type: none"> ➢ Second meeting was held – working teams were formed. Tom’s team will be looking at how schools can be evaluated under project-based learning. ➢ Science Leadership Academy will host the next meeting. Tom will invite an ICS teacher to attend. • Celebrated Teacher Appreciation Day on May 9 <ul style="list-style-type: none"> ➢ Chef Gabe and the Linton team prepared breakfast for the entire staff. • 2017-2018 Board Calendar <ul style="list-style-type: none"> ➢ Meetings are held at ICS on the second Wednesday of the month at 6:00 pm. The proposed meeting dates are: August 9, 2017, October 11, 2017, November 8, 2017, December 13, 2017, February 14, 2018, March 14, 2018, April 11, 2018, May 9, 2018 and June 13, 2018 • PlayWorks Contract for 2017-2018 <ul style="list-style-type: none"> ➢ The PlayWorks Program contract for 2017-2018 is reduced to \$15,000 from \$30,000. This year, we will be use an internal staff member with

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, May 10, 2017

Who	What
	<p>support from PlayWorks.</p> <ul style="list-style-type: none"> • Enrollment Increase Request for 2017-2018 <ul style="list-style-type: none"> ➤ Increasing enrollment cap from 800 to 825 was discussed during the January retreat. This request was originally slated for the June board meeting. However, Tom received a call from the District today and if we are able to get the request in now, the SRC could possibly approve the request during their July meeting. If approved, we could start enrolling more students in late July. ➤ ICS has over-enrolled up to 815 students in past years. ➤ Increase breakdown: Kindergarten to 4th grade - 96 students per grade, 5th grade – 95 students, 6th grade - 92 students, 7th grade - 80 students, 8th grade - 78 students ➤ Will be strategic with student placement. ➤ The SRC requires the charter school board to approve the request to increase enrollment. ➤ The increased enrollment would close the budget gap. • Congratulations to Principal Kristen <ul style="list-style-type: none"> ➤ Principal Kristen completed her first year as part of the Philadelphia Academy of School Leaders. ➤ All 23 participating principals were honored at the Penn Museum last night. <p>Krista Pfeiffer asked Tom to elaborate on the phone call he received concerning the increased enrollment. Tom explained that the call came from a person in the charter office that he has worked with over the last three years. She is going on leave from the District soon and recommended that ICS submit this request sooner rather than later.</p> <p>Ashley Tobin asked if Kristen, Ramzy and teachers are all on board with the increase. Tom responded that Kristen and Ramzy are on board, but it has not yet been discussed with the teachers. Susanna asked Kristen if she had anything to add. Kristen replied that it may be challenging to add the students, but if it means more money for the school, she supports the increase.</p> <p>Ashley then asked if there were a possibility the SRC would negotiate the cap. Tom responded that there is always a possibility of negotiations.</p>
Greenberg	<p>Resolutions:</p> <p>Enrollment Cap Increase Be it resolved that the Independence Charter School Board of Trustees hereby approve the request to the School Reform Commissions to increase the School Enrollment Cap by 25 students for the 2017-2018 school year from 800 to 825. Motion to Approve: Harry Moseley 2nd: Maureen Eagen Action: Passed unanimously (voice vote)</p> <p>Approval of 2017-2018 Board Calendar Be it resolved that the Independence Charter School Board of Trustees hereby approves the following regular meeting dates for the 2017-2018 school year:</p> <p>Wednesday, August 9 2017 Wednesday, October 11, 2017</p>

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, May 10, 2017

Who	What
	<p>Wednesday, November 8, 2017 Wednesday, December 13, 2017 Wednesday, February 14, 2018 Wednesday, March 14, 2018 Wednesday, April 11, 2018 Wednesday, May 9, 2018 Wednesday, June 13, 2018</p> <p>Motion to Approve: Maureen Eagen 2nd: Greg Turlington Action: Passed unanimously (voice vote)</p> <p>Approval of 2017-2018 PlayWorks Contract Be it resolved that the Independence Charter School Board of Trustees hereby approve the contract with PlayWorks not to exceed \$15,000 effective August 1, 2017 for the 2017-2018 school year.</p> <p>Krista Pfeiffer asked which internal staff member would be managing the PlayWorks program. Tom explained that when the 2017-2018 budget was approved, the two part-time NTAs position was changed to one full-time NTA position and that position will be managing the program. This person has not yet been hired.</p> <p>Motion to Approve: Krista Pfeiffer 2nd: Harry Moseley Action: Passed unanimously (voice vote)</p> <p>Tom explained that a staff member has applied to have their child attend ICS next year under the new Keystone Staff Application policy. Tom recommends approval of the application.</p> <p>Approval of Keystone Staff Application Be it resolved that the Board of Trustees of Independence Charter School hereby approve the Keystone Staff Application of Olukemi Kamson.</p> <p>Motion to Approve: Rashidah Andrews 2nd: Harry Moseley Action: Passed unanimously (voice vote)</p>
Long	<p>Principal's Report: Kristen reported the following:</p> <ul style="list-style-type: none"> ➤ This time of year is very challenging – finishing up this year and also planning for next year. ➤ Many end of year activities taking place <ul style="list-style-type: none"> ○ Saturday, May 6 the 8th grade formal was held in the cafeteria. Tr. Vinh competed in a dance off – it was a lot fun for everyone ○ 8th grade students are going to Island State Beach Park on Friday ○ 5th grade students left for Camp Onas today – they will return on Friday ○ 7th grade will be going Heifer Global Village in a couple of weeks ➤ Evening with Specialists Nights – families are invited to come see what their children have been learning in dance and movement, in music, in

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, May 10, 2017

Who	What
	<p>art, in science and in Spanish.</p> <ul style="list-style-type: none"> ○ Grades K & 1: May 4 ○ Grades 2 & 3: May 18 ○ Grades 4 & 5: May 25 <p>➤ 6th & 7th graders are doing a Physics Olympics, which helps students get creative, hands-on with STEM. The 6th graders are competing with the 7th graders.</p>
Routh	<p>Staff Representative Report: Kerry reported the following:</p> <ul style="list-style-type: none"> • ICS Field Days will be held on Wednesday, May 31 for 3rd-5th grade and Friday, June 2 for 6th-8th grade. Tr. Rich said volunteers are always needed. • On May 12, Tr. Kate and Tr. Kerry are traveling to Carlisle PA with the 11 students that qualified for the state National History Day competition. • Because of our amazing partnership (led by Tr. Kemi) with Philadelphia Young Playwrights (PYP), our 8th grade students, who have worked so hard on their plays, saw their plays acted out by professional actors this Tuesday and last Monday. Students were congratulating one another for a job well done. They not only developed their plays as a unit, but also they become a tighter community. • On May 24 at 10 am, the Philadelphia Streets Department along with Recyclebank will hold a check presentation ceremony for the grant ICS and Tr. Anne Zumbo were awarded for our Bags for Bags initiative. Bag Bankers and involved staff will be attending. Recyclebank is also working on having the press attend. <p>Tr. Kerry then read statements from the teaching staff to the BOT expressing their disappointment and dissatisfaction for the lack of, an across the board, salary increase. They questioned why the cash on hand, the reserve for unforeseen contingencies and money for capital and programmatic improvements continues to grow, but they are told there is not any money for raises. They went onto state that if this trend continues, highly qualified teachers would be forced to seek employment elsewhere.</p> <p>Susanna thanked Kerry and stated that there is clearly an interest in a greater understanding of the details in the financial statements and a need for some clarifications from the finance committee. Susanna went onto to say that Tom has talked about how to put forward some clarifications on some of the questions that are out there and a plan to do so further will be developed. The HR comments/questions must be addressed in Executive Session, which is scheduled for later in the meeting.</p> <p>Rachel Salis-Silverman asked what had prompted the teachers' comments. Kerry explained that on April 26, a "State of the School" meeting was held and teachers were informed that only teachers who are beginning their 4th, 7th and 10th year at ICS would be receiving a 2% raise. Tom commented that when he learned that the staff had misinterpreted how raises would be issued, he sent an email explaining that school-wide raises remain possible in the future and that when school-wide raises are issued, the teachers who are beginning their 4th, 7th and 10th year would receive both the 2% increase and the school-wide raise.</p>
	<p>Committee Reports:</p> <p>Governance: Rashidah Andrews reported:</p> <ul style="list-style-type: none"> • She and Maureen Eagen have been working with both current and past board

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, May 10, 2017

Who	What
	<p>members to recruit additional members for the Board.</p> <ul style="list-style-type: none"> • They currently have four candidates confirmed for interviews and there is a potential fifth candidate as well. • Rashidah and the committee will be interviewing one candidate tomorrow and three next week • Candidates will tour the school and interview with the Board <p>Ashley Tobin reported that parent rep election would take place on May 23 or May 24 and the parent rep will be introduced at the June board meeting.</p> <p>Susanna reported that the slate for the executive board has been confirmed, Greg Turlington President, Tre Johnson and Maureen Eagen Co-Vice Presidents, Krista Pfeiffer Secretary and Harry Moseley Treasurer. The committee leadership is still being worked on. A vote on board leadership will take place at the June meeting.</p>
Greenberg	<p>Motion to Enter Executive Session to discuss HR matter: Harry Moseley 2nd: Maureen Eagen Action: Passed unanimously (voice vote) Entered Executive Session at 6:56 pm</p> <p>Motion to Return Open Session: Harry Moseley 2nd: Mehreen Zaman Action: Passed unanimously (voice vote) Returned to Open Session at 7:02 pm</p>
Turlington	<p>Susanna Greenberg had to leave the board meeting after Executive Session. Greg Turlington filled in for Susanna.</p>
Danyo	<p>Financial Report: Mike reported the following:</p> <ul style="list-style-type: none"> • Revenue is \$239,000 better than budgeted - due to conservative budgeting and keeping the subsidy rate flat • Expenses over budgeted by \$100,000 • Approved private school expenditures completely spent – budgeted \$100,000 have spent \$122,000 - have increased budget for next year • Professional Services – approximately \$30,000 over budget • Social Worker Salary – Increased hours • Nursing Services – over projected budget • Central Technology – additional staff added • Lost \$30,000 in Title I Funds • ICS West issued ICS-CC a \$100,000 check for payment towards the first year management agreement • Cash is \$6,117,056 -218 days of cash on hand as of 3/31/17. Slight decrease from February due to PSERS payment made in March • Food Services is still strong - \$27,151 under budget • Projecting a \$200,000 deficit as of 3/13/17 <p>March 2017 Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approve disbursements from the month of March 2017 in the amount of \$348,252.50.</p> <p>Motion to Approve: Maureen Eagen 2nd: Ashley Tobin</p>

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, May 10, 2017

Who	What
	Action: Passed unanimously (voice vote)
Turlington	Resolutions Continued Employee Termination Be it resolved that Board of Trustees of Independence Charter School hereby agree to the termination of a Special Education teacher effective April 21, 2017. Motion to Approve: Mehreen Zaman 2nd: Harry Moseley Action: Passed unanimously (voice vote)
Turlington	Bond Financing: Greg reported the following: <ul style="list-style-type: none">• Have engaged three banks to provide RFPs for refinancing the school's bonds.• The proposals are promising and next week the finance committee will meet with PNC Bank, BB&T Bank and George Baum.• If the finance committee agrees it is financially sound to refinance the bonds, they will make a recommendation to the Board. <p>Rachel Salis-Silverman would like to have information in advance on the recommendation. Greg will send more information on the options that are being considered.</p> <p>Tom stated that at the next board meeting an updated Purchasing Policy would be voted on. The original policy does not match in writing what is done in practice.</p> <p>Maureen Eagen reminded everyone that the PTA Silent Auction will be held on Saturday, May 13.</p>
Turlington	Adjournment Motion to Adjourn: Krista Pfeiffer 2nd: Harry Moseley Action: Passed unanimously (voice vote) Greg adjourned the meeting at 7:20 pm

Respectfully submitted by: Patricia Cirone