

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, May 8, 2019

Board Attendees:

Sharon Berney	present	Timothy Spreitzer	present
Camilo Dominguez	present	Jo Tionson Perez	phone
Jamila Dugan	present	Mehreen Zaman	present
Maureen Eagen	present		
Rachel Hudson	present	<i>Ex-officio</i>	
Jamill Jones	absent	Tanya Ruley Mayo	present
Allison Kelsey	present	<i>Also Attending</i>	
Michele Lamm	present	Ramzy Andrawos	(staff)
Harry Moseley	absent	Mike Danyo (Santilli & Thomson)	
Gina Mosley	present	Kristen Long (staff)	
Krista Pfeiffer	present	Dave Peterson (staff)	
Rachel Salis	absent	Patricia Prendergast (staff)	
Silverman			
Eleanor Sharpe	present	Alex Billotte (staff)	
Virgil Sheppard	phone	Marc Hensley (parent)	

Who	What
Eagen	Maureen called the meeting to order at 6:04 pm.
Eagen	Approval of Minutes Maureen asked for a motion to approve the March 13, 2019 minutes. Motion to Approve: Krista Pfeiffer 2nd: Michele Lamm Abstain: C. Dominguez, R. Hudson, J. Tionson Perez Action: Passed (voice vote)
Eagen	Maureen asked if there were any public comment. There was no public comment.
Eagen	Executive Session: Maureen asked for a motion to enter Executive Session – ICS West Governance Motion to Enter Executive Session: Mehreen Zaman 2nd: Rachel Hudson Action: Passed unanimously (voice vote) Entered Executive Session at 6:07 pm Maureen asked for a motion to exit Executive Session Motion to Exit Executive Session: Allison Kelsey 2nd: Michele Lamm Action Passed unanimously (voice vote) Exited Executive Session at 6:23 pm
Ruley-Mayo	CEO Report: Tanya reported the following:

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	<ul style="list-style-type: none"> • Safety committee held first meeting. <ul style="list-style-type: none"> ➤ Identified secondary POCs (point of contacts) ➤ Revising safety plans for construction phase • ICS Lottery held on March 19 <ul style="list-style-type: none"> ➤ Had 30+ attendees ➤ Received 1,652 total applications ➤ 745 kindergarten applications; 54 non-siblings accepted (94 seats) • Participation in Apply Philly Charter for 2020-2021 Lottery. <ul style="list-style-type: none"> ➤ Have attended a couple of meetings. Need more information before deciding. • Exploring pre-school feasibility study w/ PSP <ul style="list-style-type: none"> ➤ Funding is a major concern ➤ They will share with us a FAQ ➤ All exploratory at this point • Salus University Vision Van <ul style="list-style-type: none"> ➤ ICS-CC - 32 students receiving 2 free pair of glasses ➤ West - 8 students were screened and will receive free glasses • PTA Silent Auction <ul style="list-style-type: none"> ➤ Many parents came out and were committed to the theme ➤ Have not yet received the amount raised <p>Sharon Berney felt that attendance seemed to be down this year and that perhaps more outreach is needed.</p> <ul style="list-style-type: none"> • Mural Arts Meeting <ul style="list-style-type: none"> ➤ Met with Mural Arts to discuss reproduction of the mural and the cost associated. More information to come. • Policies Under Review: <ul style="list-style-type: none"> ➤ School Code of Conduct Due Process ➤ Truancy Policy Consequence ➤ McKinney Vento <p>The policy updates will come before the Board for approval during the May meeting.</p>
Long	<p>Principal's Report Kristen reported the following:</p> <ul style="list-style-type: none"> • Lower School Career Day was held on March 27 - huge success! • Demo lessons and interviews are being held for the 2019-2020 year • Holding final evaluation meetings with teaching staff • Take Flight trips departed on Monday April 8 <ul style="list-style-type: none"> ➤ Students are traveling to Ecuador, Colombia and Guatemala ➤ Board members are encouraged to leave comments on the Take Flight Blog https://icstakeflight.weebly.com • PSSAs, will take place April 23 - May 5 <ul style="list-style-type: none"> ➤ Currently providing test administrator training • 8th Grade Dance will be held on April 27 • Signature Trips for Grades 5 through 8 during the month of May <ul style="list-style-type: none"> ➤ Camp Onas

Who	What
	<ul style="list-style-type: none"> ➤ Canoe Trip ➤ Heifer International ➤ Barnegat Bay ➤ Outward Bound <ul style="list-style-type: none"> • We have a newly formed Gender & Sexualities Alliance (GSA) <ul style="list-style-type: none"> ➤ This is student formed and student led with a teacher sponsor ➤ This week is LBGTQ week and some students will be recognizing a day of silence on Friday • Teacher Appreciation Week May 6-10 <p>Jamila asked if the Board will be doing something for Teacher Appreciation Week. Maureen stated that the Board will do something. Kristen added that the PTA usually provides breakfast one day.</p> <p>Allison Kelsey informed the Board that she read the LBGTQ PowerPoint student report and stated that it was very thoughtful. Kristen then added that the students led a presentation for the staff and it was impactful.</p>
Danyo	<p>Financial Report: Mike Reported the following</p> <ul style="list-style-type: none"> • Revenue continues to increase due to increased special education enrollment • With increased special education enrollment, we have additional expenditures -\$74,000 over budget in special education expenditures - also over by \$12,000 in psychology • Overall total expenditures are approximately \$10,000 over. However, we are still on track to hit our end of year projection • Overall for revenue, we are approximately \$56,000 better than budgeted • Food service running a small deficit of \$21,772 – about \$5,000 more than anticipated – not a major concern • State funds have started to trickle in – received last fiscal year’s lease subsidy • Cash on hand as of 2/28/19 is \$6,228,983 – 194 days of cash <p>Mehreen Zaman asked about the 2019-2020 budget. Maureen explained that the Finance Committee is working with Tanya and Mike to finalize the budget. They are currently looking at three scenarios. Maureen stated that a special board meeting will be held the last week of April to vote on the 2019-2020 budget.</p> <p>Mike added that medical rates are looking good for next year with only single digit percentage rate increase.</p> <p>Resolution: February Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of February, 2019 in the amount of \$470,651.50. Motion to Approve: Allison Kelsey 2nd: Timothy Spreitzer Action: Passed unanimously (voice vote)</p>
	Committee Reports:

Who	What
	<p>Construction – Tim Spreitzer reported the following:</p> <ul style="list-style-type: none"> • To date, everything remains on track • Held meeting on April 1 with parents, stakeholders and teachers. • The architects presented some schematics around fits and finishes in the cafeteria. Attendees received renderings showing several options. Received a lot of great feedback. • Initial conversations were had around the rooftop playground and some potential design options • The other large piece on the horizon is the groundbreaking ceremony. Looking to have this at the end of the current school year. A call is scheduled for next week with the Communication and Development Committee to begin planning the event. • Maureen Eagen added that tomorrow there is a construction call to talk more about the proposals for the rooftop playground and they will reengage the parent group in a couple of weeks about the plans. <p>Mehreen asked if there were teachers in attendance. Tim replied yes and Tanya stated that the architects met with the staff today. Tanya has received a lot of feedback which she will share with the committee.</p> <p>HR – Mehreen Zaman reported the following:</p> <ul style="list-style-type: none"> • HR consultant has crafted a draft of an initial salary scale, which is being reviewed • There are a number of other projects the consultant will work on for us • Currently have two open positions for next year • Working on looking at the budget and proposals for next year, which will be part of the budget discussion at end of the month <p>Krista Pfeiffer asked in regards to job vacancy is there any history on what typically happens over the months of April through July. Kristen responded that she will look at a document that she keeps from year-to-year on open positions. Krista asked if Kristen expected there to be more open positions. Kristen responded that she does and is already planning for it.</p> <p>Governance – Rachel Hudson and Maureen Eagen reported the following:</p> <ul style="list-style-type: none"> • Act 55 Board Training Modules have been added to the drop box. This is required training of all new board members, but Maureen would like all members to complete the training and asked all new members to complete the training in the next two weeks. • Time to recruit new board members – need two to three new members. Will be setting up interviews very soon so that they can be voted on during the June board meeting. • Harry Moseley will be rolling off as treasurer in June. Harry is in his second three-year term and has two years remaining. Maureen reached out to Marc Hensley to fill the vacancy. Marc has served as treasurer for the PTA, has a strong finance background and has agreed to complete Harry’s term. Maureen stated that the Board is in need of members who have a finance background and encouraged the Board to reach out to anyone they know who fits the bill

Who	What
	<p>and may be interested in becoming a member. Maureen added that any board member interested in participating in the interview process for new members, to please let the Governance Committee know.</p> <p>Michele Lamm asked is there any other area of expertise that is needed. Maureen responded not at this time. Maureen reminded the Board that Jo Tionson-Perez is coming off as a parent rep to become a general board member.</p> <p>ICS West – Mehreen Zaman reported the following:</p> <ul style="list-style-type: none"> • CEO position posted two weeks ago • Hired an HR consultant to lead the CEO search • ICS CC Board members, Jamila Dugan and Virgil Sheppard are on the CEO search committee. • Principal and Vice Principal positions have also been posted • With the help of Odamis Fernandez-Sheinbaum, West has come up with a Spanish model to implement. • ICS CC is continuing to help West with their hiring, curriculum writing and model building. • Working towards more collaboration between the boards and staff. <p>Jamila Dugan added that the CEO search team wants to have as much staff and community input as possible. There was a meeting today with the leadership team to learn what they are looking for in the CEO and who their ideal candidate would be based on where they want the program model to go.</p> <p>Camilo Dominguez asked if the management agreement will shrink since ICS West will have both a CEO and principal. Mehreen explained that the agreement will look different as their needs are now different. Ideally, some of our responsibilities will shrink, but in other ways our relationship will grow. Camilo then asked if this will have an impact on our finances. Mehreen stated that this is being looked at carefully as the new agreement is drafted. Mehreen pointed out that although we may receive less money, depending on how the agreement is structured, we may not be paying for some of their staff.</p>
Eagen	<p>Resolutions:</p> <p>Maureen stated that there are two resolutions to be passed. Both were discussed during the March meeting. The first is the amendment to the Worlds of Opportunity’s By-laws.</p> <p>Change to Worlds of Opportunity’s Bylaws</p> <p>Be it resolved that the Board of Trustees of Independence Charter School hereby approves the below change to the Worlds of Opportunity’s Bylaws. Effective date to comply with Worlds’ calendar year.</p> <p><i>Section I A: ATTENDANCE BY BOARD OF TRUSTEE MEMBER OF ICS CENTER CITY: A Member of the Independence Charter School Center City’s Board of Trustee Executive Committee will attend the Worlds of Opportunity Foundation’s Board meetings to provide updates/status reports of any relevant and pertinent information regarding Independence Charter School to the Foundation’s Board. The Executive Committee shall</i></p>

Who	What
	<p><i>include, the President, Vice President, Secretary or Treasurer of the BOT of Independence Charter School Center City. In the event that one of the Executive Committee members is unable to attend a Board Meeting, the Executive Committee can designate a current member of the BOT to attend in lieu of an Executive Committee member.</i></p> <p>Motion to Approve: Timothy Spreitzer 2nd: Rachel Hudson Action: Passed unanimously (voice vote)</p> <p>Maureen then explained that the ICS BOT is responsible for nominating and appointing members to the Worlds of Opportunity Board. She stated that Krista Pfeiffer has agreed to join the Worlds’ board once her term ends with the ICS BOT, which is June 30, 2019.</p> <p>Approval of Worlds of Opportunity Board Member Be it resolved that Board of Trustees of Independence Charter School hereby accepts the nomination and appointment of Krista Pfeiffer to the Board of Trustees of Worlds of Opportunity Board to serve as a Trustee of Worlds of Opportunity in accordance with the Bylaws of Worlds of Opportunity effective July 1, 2019.</p> <p>Motion to Approve: Sharon Berney 2nd: Mehreen Zaman Abstain: Krista Pfeiffer Action: Passed (voice vote)</p>
Eagen	<p>Adjournment Motion to Adjourn: Eleanor Sharpe 2nd: Allison Kelsey Action: Passed unanimously (voice vote) Maureen adjourned the meeting at 7:07 pm</p>

Respectfully submitted by: Patricia Prendergast