

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, August 11, 2021

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, October 13, 2021

Board Attendees:

Sharon Berney	present
Justin Csik	absent
Sylvie Gallier Howard	present
Allison Kelsey	present
Danae Mobley	present
Eleanor Sharpe	present
Virgil Sheppard	present
Jo Tionson Perez	absent
Gina Toppin	present
Mehreen Zaman	absent

Ex-officio

Tanya Ruley-Mayo present

Also Attending

Mike Danyo (Santilli & Thomson)

Kristen Long (staff)

Dave Peterson (staff)

Who	What
Sheppard	Virgil called the meeting to order at 6:11 pm.
Sheppard	<p>Approval of Minutes: Virgil asked Board for approval of minutes from June 2021 Board Meeting.</p> <p>Motion to Approve: Allison Kelsey 2nd: Sharon Berney Abstain: Eleanor Sharpe, Gina Toppin Action: Passed (voice vote).</p>
Sheppard	Virgil asked if there were any public comment. There was no public comment.
Ruley-Mayo	<p>CEO Report Tanya presented the CEO Report that outlined the in-person plan for return to school in September 2021. Tanya provided a detailed list of COVID-19 mitigation strategies that the school will adhere to during the new school year, including facility upgrades and meeting/visitation procedures.</p> <p>Sylvie Gallier Howard asked about how lunch will occur for students. Tanya responded that K, 1st grade and 2nd grade will remain in their classrooms to eat lunch and 3rd-8th grade will be socially distanced in the cafeteria. Tanya also added that more information regarding mitigation strategies will be provided at the Community Meeting on 8/18/21. Principal Kristen clarified that 2nd grade will eat in-classroom only on Wednesdays.</p> <p>The Health and Safety Plan has also been posted on the ICS website and will be updated as protocols and guidance change.</p>

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	<ul style="list-style-type: none"> Air intake and HVAC systems were evaluated during construction. Fresh air intake has been increased from rooftop units. Filtration units have been added throughout the building. <p>ESSER Resources – Tanya discussed that funding from ESSER grants has been used by the school to: provide additional therapists and intervention teachers, make adjustments to curriculum, provide staff with professional development, provide COVID testing and PPE, procure technology, etc.</p> <p>Construction Update</p> <ul style="list-style-type: none"> Construction is complete. There are a few remaining repairs to the original building, including lintel repairs. <p>Development and Communications: Ribbon Cutting Ceremony is planned for September 10, 2021. Although the Committee initially planned for a large in-person event, they will be monitoring COVID trends and will likely transition to a hybrid (in-person/virtual) event.</p> <p>Contract Update:</p> <ul style="list-style-type: none"> The Development Committee is recommending that the Board moves forward with a contract for Fairmount Ventures to complete work on a development strategy. ICS would also like to proceed with a Phase II of the school’s professional development with Lion’s Story to provide staff with racial literacy training.
Long	<p>Principal’s Report Kristen Long reported on the following:</p> <ul style="list-style-type: none"> Kindergarten Orientation – 5 orientations conducted with 42 new families <p>2021 PSSA Update</p> <ul style="list-style-type: none"> Principal Kristen provided PSSA testing dates in September-October Virgil Sheppard asked how parents are responding to information regarding the PSSAs. Long responded by saying that the school is not sure how the School District will be evaluating this year’s PSSA results. The school will not be focusing this year on PSSA prep and is hopeful that these results will be used as a baseline measurement. Administration of PSSAs will be online, as practiced in the spring. <p>Summer Program</p> <ul style="list-style-type: none"> 113 students attended at least 2 weeks of the 6-week program focused on reading, writing and math. 65% students grew as readers. 108 students regularly attended the STEM and Art Enrichment program 55 families attended at least 1 family workshop <p>Arrival and Dismissal ICS received official arrival times from the School District:</p> <ul style="list-style-type: none"> Arrival time for school bus students: 7:00-7:20 AM Arrival Time for non-school bus students: 7:30-8:00 AM. Students considered late after

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	<p>Transportation times assigned by the School District are impacting the ICS schedule since 40% of students take the bus to school.</p> <p>In Spring 2021, the initial recommendation from ICS was to begin the school day at 7:30 AM. After hearing community feedback, the recommendation has been changed and the start time for instruction will be 8:00AM.</p> <p>Dismissal Times for the 2021-2022 School Year:</p> <ul style="list-style-type: none"> • Kindergarten (with no siblings) – M/T/Th/F: 2:45, W: 12:45 • All Remaining K-6 pick-up– M/T/Th/F: 3:05, W: 1:05 • 7th/8th grade (if being picked up) – M/T/Th/F: 3:25, W: 1:20 <p>Staggered staff times have been implemented so that staff are not working more than 8 hours with the new schedule.</p> <p>Sylvie Gallier Howard thanked Principal Kristen for administering parent surveys and inquired if parents are opting out of bus transportation due to the early time.</p> <p>Parent Transportation Survey Results Principal Kristen showed the results of the parent transportation survey that was completed with 428 submissions. Prior to the new bus schedule, 20% of families planned on sending students to school on the bus and 9% were undecided. After learning of the 7:00-7:20 AM drop-off window, 15% planned on sending their students to school on the bus and 18% were undecided.</p> <p>Instructional Start Time</p> <ul style="list-style-type: none"> • 87% of parents sending students on the bus preferred or found it acceptable to start instructional time at 7:55 AM instead of 7:30 AM. • 93% of parents not using the bus preferred the 7:55 AM start time. • 57% of staff preferred a 7:55 start time. <p>This Year’s Theme: “Regroup, Rethink, Rebuild”</p> <ul style="list-style-type: none"> • Regroup: Staff will participate in Outward Bound experience for team building and professional development activity in September. Will work to “regroup” common lunches, and community building games and activities • Regroup: Content Leads will participate in Children’s Literacy Initiative Training, emphasizing focus on rebuilding the school environment for students • Rethink: New building, new procedures and protocols and new schedules • Reboot: Working to create a good atmosphere for staff with a Staff Lounge and Serenity Room, Trauma training and student and teacher supports <p>Sylvie Gallier Howard mentioned that ICS may want to investigate contracting its own bus service at a later date if it can be reimbursed by the District. Tanya Ruley-Mayo responded by saying that the District’s decision has been heavily influenced by the shortage of available bus drivers, which is a widespread issue for neighboring counties as well.</p>

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	<p>Sharon Berney asked how students are being monitored once they arrive at drop-off so that they don't leave the school premises before instruction begins. CEO Tanya responded and said that teachers greet buses upon arrival and escort students into the building. Sharon Berney followed up with a question about when PSSA results will be received by the school. Principal Kristen stated that she does not currently have that information. Additionally, the school does not yet have scores from the tests that were administered in Spring 2021. Sharon also asked about the review process for the Fairmount Ventures proposal. Tanya stated that the Development Committee reviewed and evaluated three proposals before making their final recommendation.</p>
Danyo	<p>Financial Report Mike Danyo reported the following:</p> <ul style="list-style-type: none"> • Budget adjustments were completed in June 2021 • Performance is \$111,196 above projections. New projected surplus \$669,252 • 147 days of cash on hand (\$5,606,233) • Payments Due: <ul style="list-style-type: none"> ○ Commonwealth: Health subsidy and lease subsidy ○ Federal – ESSER Grant ○ School District of Phila – IDEA Grant • Liabilities remain mostly the same. Exceptions are Pennsylvania Dept. of Education charge (\$64,350) and Subsidy rate adjustment due to the School District of Philadelphia (\$54,890) • ESSER II Budget submitted Summer 2021 in the and ESSER III process is underway • Technology investment increased significantly for purchases for student laptops and software associated with remote learning • Ran over budget slightly with increase in Intervention Teachers <p>Maureen asked if there are any other trending costs that the school should be aware of. Mike replied that many industry salaries are being affected by employees having to increase pay during COVID so that individuals return to work. Maureen also asked about the financial impact of the building lintel repair and Tanya responded that the current estimate is approx. \$25K but that process would be brought before the Board before a final decision is made.</p>
	<p>Committee Reports</p> <ul style="list-style-type: none"> • Governance: Will be communicating soon with 2 new individuals interested in joining the • Communications and Development: Allison Kelsey provided updates about potential schedule of events for the Ribbon Cutting Ceremony. • ICS West: No updates. • HR Committee: Hiring process underway
	<p>RESOLUTIONS May Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of May 2021 in the amount of \$581,671.54. Motion to Approve: Gina Toppin</p>

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	<p>2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>June Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of June 2021 in the amount of \$456,471.27. Motion to Approve: Eleanor Sharpe 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>Resignations Be it resolved that the Independence Charter School Board of Trustees hereby accept the resignation of the following employees effective June 30, 2021:</p> <ul style="list-style-type: none">• Maria Alvarado – P/T Spanish Immersion Assistant• Haley Clemson – P/T Spanish Immersion Assistant• Jennifer Kosoy – Math Specialist• Aliza Levenson – P/T Spanish Immersion Assistant• Ruth Lanciano – P/T Bilingual Intervention Teacher <p>Motion to Approve: Gina Toppin 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>New Hires Be it resolved that the Independence Charter School Board of Trustees hereby approve the hiring of the following effective August 23, 2021 as presented.</p> <ul style="list-style-type: none">• Juanita Campbell – Full-time Therapist• Milgia Marrero – Part-time Spanish Immersion Assistant• Waleska Rivera Amaro – Part-time Spanish Immersion Assistant <p>Motion to Approve: Sharon Berney 2nd: Alison Kelsey Action: Passed unanimously (voice vote)</p> <p>Approval of Keystone Staff Application Be it resolved that the Board of Trustees of Independence Charter School hereby approves the Keystone Staff Application of Devon Cowlay. Motion to Approve: Eleanor Sharpe 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>GAMUT Early Intervention Services Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2021-2022 of GAMUT Early Intervention Services in an amount not to exceed the stated hourly rate schedule for the 2021-2022 school year as follows:</p> <ul style="list-style-type: none">• Behavior Consultant/ Supervision (BSC), \$125 per hour• Applied Behavior Analyst therapist (ABA)/ Personal Care Assistant (PCA), \$30.00 per hour <p>Motion to Approve: Allison Kelsey</p>

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	<p>2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Green Tree School Services Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2021-2022 of Green Tree School Services an Approved Private School (APS) in an amount not to exceed \$325.22 per school day for tuition and \$193.21 per school day for 1:1 services for L.R. and C.B. Motion to Approve: Sylvie Gallier Howard 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Yale School Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2021-2022 of the Yale School, an Approved Private School (APS), in an amount not to exceed \$132,237.00 for tuition and 1:1 services for P.S. Motion to Approve: Eleanor Sharpe 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Fairwold Academy Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2021-2022 for Fairwold Academy an Approved Private School (APS) in an amount not to exceed \$50,058.00 annually for tuition for S.H. and J.R and services deemed necessary by the IEP team not to exceed the stated hourly rate schedule for the 2021-2022 school year as follows:</p> <ul style="list-style-type: none">• PCA, \$175• OT, \$78/session• PT, \$78/Session• Speech, \$80/Session• Initial Screenings and Evaluations \$93/hour <p>Motion to Approve: Allison Kelsey 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Independent Contractor Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract for school year 2021-2022 for a new hire for the role of Teacher of the Hearing Impaired in an amount not to exceed \$75 per hour for hearing support services.</p> <p>Motion to Approve: Eleanor Sharpe 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Pediatric Therapeutic Services Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract for school year 2021-2022 for Pediatric Therapeutic Services in</p>

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	<p>an amount not to exceed the stated hourly rate schedule for the 2021-2022 school year as follows:</p> <ul style="list-style-type: none">• Occupational Therapy, \$77.49• Physical Therapy, \$99.99• Speech, \$77.49• Speech Bilingual, \$96.50• Psychology, \$89.99• Board Certified Behavior Analyst, \$89.99• Licensed Behavior Specialist, \$74.99• Registered Behavior Technician, \$56.99• Behavior Technician, \$32.99• Bilingual Psychology Services, \$1,950.00/evaluation <p>Motion to Approve: Sylvie Gallier Howard 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote)</p> <p>Therapy Source Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract for school year 2021-2022 for Therapy Source Services in an amount not to exceed the stated hourly rate schedule for the 2021-2022 school year as follows:</p> <ul style="list-style-type: none">• Audiology Services: \$80.00 + 1-hour travel• Functional Behavior Assessments: \$115.25• Instructional Assistant: \$50.00 plus mileage• Social Worker: \$52.50• Occupational Therapy Services: \$76.00• School Psychology Services & Evaluation: \$115.25• Speech Language Bilingual Services: \$80.00 + 1-hour travel (if service is 2 hours or less)• Speech Language Services: \$76.00• Teacher of the Hearing Impaired: \$90.00 + 1-hour travel• Teacher of the Visually Impaired: \$90.00 + 1-hour travel <p>Motion to Approve: Sylvie Gallier Howard 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>Bilingual Therapies Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract for school year 2021-2022 for Bilingual Therapies in an amount not to exceed the stated hourly rate schedule for the 2021-2022 school year as follows:</p> <ul style="list-style-type: none">• Occupational Therapy: \$83.00• Physical Therapy: \$96.00• Speech: \$83.00• Speech Bilingual: \$88.00• Psychology: \$94.00• Board Certified Behavior Analyst: \$86.00• Licensed Behavior Specialist: \$86.00

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	<ul style="list-style-type: none">• Registered Behavior Technician: \$73.00• Behavior Technician: \$70.00• Bilingual Psychology Services: \$95.00• Teacher for the Hearing Impaired: \$80.00 <p>Motion to Approve: Sylvie Gallier Howard 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote)</p> <p>Lion's Story Be it resolved that the Independence Charter School Board of Trustees hereby agree to contract with Lion's Story for Phase II Racial Equity Training for the 2021-2022 school year not to exceed \$11,000. Motion to Approve: Eleanor Sharpe 2nd: Sharon Berney Abstain: Danae Mobley Action: Passed (voice vote)</p> <p>Fairmont Ventures Be it resolved that the Independence Charter School Board of Trustees hereby agree to contract with Fairmont Ventures for development consulting for the 2021-2022 school year not to exceed \$31,000. Motion to Approve: Eleanor Sharpe 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>Techademics Be it resolved that the Independence Charter School Board of Trustees hereby agree to ongoing technical assistance for digital tools, dashboard development, and training support for the 2021-2022 school year not to exceed \$100,000. Motion to Approve: Sharon Berney 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote)</p>
	<p>Adjournment Motion to Adjourn: Eleanor Sharpe 2nd: Allison Kelsey Action: Passed unanimously (voice vote) Virgil adjourned the meeting at 7:29 pm</p>

Respectfully submitted by: Danae Mobley