

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, June 8, 2022

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, August 10, 2022

Board Attendees:

Sharon Berney	absent	
Justin Csik	present	
Sylvie Gallier Howard	absent	
Allison Kelsey	present	
Danae Mobley	present	
Jacquie Patterson	present	Ex-officio
Eleanor Sharpe	present	Tanya Ruley Mayo present
Virgil Sheppard	absent	
Jo Tionson Perez	present	Also Attending
Gina Toppin	present	Ramzy Andrawos (staff)
Mehreen Zaman	present	Mike Danyo (Santilli & Thomson)
		Kristen Long (staff)
		Dave Peterson (staff)
		Patricia Prendergast (staff)

Who	What
Zaman	Mehreen called the meeting to order at 6:02 pm.
Zaman	<p>Approval of Minutes Mehreen asked for approval of the May 12, 2022 minutes.</p> <p>Motion to Approve: Justin Csik 2nd: Allison Kelsey Abstain: Eleanor Sharpe, Jo Tionson-Perez Action: Passed (voice vote)</p> <p>Mehreen acknowledged the recent tragedies in the country.</p>
Zaman	Mehreen asked if there were any public comment. There was no public comment.
Ruley-Mayo	<p>CEO Report: Tanya reported the following:</p> <p>Health Services</p> <ul style="list-style-type: none"> • Continue masking through 6/717 <ul style="list-style-type: none"> ○ 11 cases (3 adults) significant decrease in cases • Eagles Eye Mobile coming to ICS in July to do vision screenings for any student who failed the initial screening. <p>Operations</p> <ul style="list-style-type: none"> • Completed food services RFP – selected Linton’s based on bid • Summer restoration (cleaning, painting repairs, etc.) • Submitted PHS tree planting application – thanks to a parent, Kristen and Ramzy. Being considered for a fall planting.

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	<p>EOY Activities/Follow-up</p> <ul style="list-style-type: none"> • Comprehensive Planning (Title I, II, IV PD, etc.) • DEI Trainings • SDP Compliance via EPI • Policy Reviews (health , enrollment) <p>Development/Communications</p> <ul style="list-style-type: none"> • 20th Anniversary Celebration • Planes & Travel • Vendors List • Sponsorship materials <p>Mehreen Zaman asked if we are only planting on Lombard Street. Tanya responded the planting will take place on Naudain Street.</p> <p>Justin Csik asked if a student needs glasses what assistance is offered. Tanya stated that if a student fails the initial screening, the student will receive a more comprehensive screening free charge and they will be fitted for glasses – two pair –one for school and one for home also free of charge</p> <p>Summer Program</p> <ul style="list-style-type: none"> • June 27th - July 28th (5 weeks-by Invitation Only) • In-Person Program (Current Grades PK-8) <ul style="list-style-type: none"> ▪ Monday - Thursday, 5 weeks ▪ 8:30 -12:30, Academics (115 students) ▪ 12:30- 3:30, Enrichment (97 students) <ul style="list-style-type: none"> • STEM program w/ Coded by Kids • Tr. Natalie Art ▪ Small Group Reading support in Spanish language arts and English language arts, 45 minutes three times a week ▪ Extended School Year (ESY) -- eligibility incl. reading , writing, math, related services, or behavior (45 students) ▪ Family Support -- weekly engagement and support provided via zoom and tailored to each family ▪ 19 staff for the academic/ESY program and 10 staff for Enrichment program
Long	<p>Principal's Report</p> <p>Kristen reported the following:</p> <p>Closing out 2021/2022 and Preparing for 2022/2023</p> <ul style="list-style-type: none"> • Hiring • School District Surveys • Assessments • Curriculum Planning • Final Evaluations for staff • Staff Barbecue • 8th Grade Graduation in person on June 15 • End of Year Fun!

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	<ul style="list-style-type: none"> • Showed pictures of Pocono Valley Resort trip (6th-8th Grade) on May 16th. Students went swimming, zip lining and boating. • Held first 8th grade dance in two years - Michelle Coats made the cafeteria look beautiful • Slides shown of the day long Camp Onas trip for 5th graders. • Had 3 field days which consisted of a dunk tank (video shown of teachers being dunked by students), 8th grade basketball game with staff, bounce houses, etc. • Slides were shown of all the activities that took place during the year – gardening, silly sock day, wacky hair day, chess, Spanish learning, bone dissections, student run, debates, art work, etc. <p>Kristen reminded the Board that the school musical is tomorrow and Friday. It's a cabaret and all the poems and stories in the show were written by ICS students.</p> <p>Tanya stated that the most important thing about the showing of the pictures shows the sense of the community.</p>
Danyo	<p>Financial Report: Mike Reported the following</p> <ul style="list-style-type: none"> • Good news – final subsidy 1.38% increase - higher than what we were getting paid. • Over budge in regular education for books and software • Still waiting for invoices to come in – vendors are months behind • All checks issued in April are standard • Subbing costs are up • Cash on hand - \$6,635,460 – 169 days. No problem meeting 150 day covenant. • Waiting for District reconciliation with the new rates • PSERS jumped up – three payrolls in April will come down in June once payment is made • Revenue lines are good • Federal came in better than budgeted • Special Ed expenses up – as our enrollment increases so will our expenses. Overall, enough money to cover it. • Will end year where we budgeted. • Admin right in line • Business services in line • Building in line – repairs are up <p>Mehreen Zaman asked if the repairs are in the new building or old building. Mike responded they're in the old, but staying on top of them.</p> <ul style="list-style-type: none"> • General Fund Revenue over expenses current - \$652,181 under projected budget by \$316,343 - will end the year with a surplus • Food Service Fund Revenue over expenses current \$44,001 under projected budget by \$80,739 • Receiving ESSERS money on a monthly basis • Waiting on subsidy rates for next year - hope they come in same as this year. If not, some things will be moved to ESSER funds.

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	<p>Financial Resolution April Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of April, 2022 in the amount of \$562,117.67.</p> <p>Motion to Approve: Danae Mobley 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p>
	<p>Committee Reports: HR- Mehreen Zaman reported the following:</p> <ul style="list-style-type: none"> • In the midst of hiring – good shape for next year • Salary increases for the next year are 3% and a 2% longevity raise for teachers. • The HR committee is recommending the longevity raise be given to all staff. We are confident that we can move on this; however, we are waiting for the subsidy rates to come in. <p>Mehreen asked Tanya for background on Juanita Campbell for her Keystone application. Tanya stated that Juanita is a therapist and is doing a wonderful job working with our students and families. Kristen added that she is able to provide therapy services that families cannot access outside. With everything going on in the world, we are adding another counselor next year.</p> <p>Resignations/Terminations Be it resolved that the Independence Charter School Board of Trustees hereby accept the resignation/termination of the following employees effective June 30, 2022</p> <p>Karina Cordova Cubano – Classroom Assistant Monica Egen – 4th Gr. ELA/SS Teacher Jesus Jimenez-Lara – Immersion Assistant John Miller-McCoy – Non-Teaching Assistant Madeleine Oots – Intervention Teacher Luis Carlos Ramji-Nogales – Intervention Teacher Noel Straight – 4th & 5th Gr. SLA Teacher Amber Whitton – 1st Grade Immersion Teacher</p> <p>Motion to Approve: Allison Kelsey 2nd: Justin Csik 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 Applications of Juanita Campbell. Motion to Approve: Danae Mobley 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote)</p> <p>Green Tree School Services Be it resolved that the Independence Charter School Board of Trustees hereby approve</p>

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	<p>the 2022 Extended School Year Green Tree School Services an Approved Private School (APS) in an amount not to exceed \$13,379 (\$6,689.50 per student) from Tuesday, July 5th through Monday, August 8th) for tuition for L.R. and C.B.</p> <p>Motion to Approve: Allison Kelsey 2nd: Gina Toppin Action: Passed unanimously (voice vote)</p> <p>Fairwold Academy – APS (Based on ESY 2021 rates) Be it resolved that the Independence Charter School Board of Trustees hereby approve the 2022 Extended School Year with Fairwold Academy an Approved Private School (APS) in an amount not to exceed \$14,000. (\$7,000 per student) 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 2022 Extended 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: Justin Csik 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote)</p> <p>Communication/Development Allison Kelsey reported the following:</p> <ul style="list-style-type: none"> • October 1 – hold 20th Anniversary Celebration • Committee will meet July to hash out more details and report back to the Board in August. • Will ask board members to reach out to their contacts for sponsorships • The theme of the celebration will be travel <p>Governance</p> <ul style="list-style-type: none"> • Potential board member Andreina Perez Hein is interested in becoming a board member, but couldn't make the June board meeting. Hope to swear her in during the August board meeting along with the new parent rep. • Danae Mobley will become a full board member. • This is Mehreen Zaman's last year. <p>Approval of ICS Board Member Be it resolved that Board of Trustees of Independence Charter School hereby accept the nomination and appointment of Danae Mobley to the Board of Trustees of Independence Charter School to serve as a Trustee of Independence Charter School in accordance with the Bylaws of Independence Charter School effective July 1, 2022; term ends June 30, 2025.</p>

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	<p>Motion to Approve: Allison Kelsey 2nd: Jo Tionson-Perez Abstain: Danae Mobley Action: Passed (voice vote)</p> <p>Executive Board Slate Be it resolved that the Independence Charter School Board of Trustees hereby accept the Executive Board Slate: Allison Kelsey, President - President for the 2022-2023 school year; term ends June, 2023, Virgil Sheppard, Vice President - VP for the 2022-2023 school year; term ends June, 2023, Justin Csik, Treasurer - Treasurer for 2022-2023; term ends June, 2023 and Danae Mobley, Secretary - Secretary for the 2022-2023 school year; term ends June 2023.</p> <p>Motion to Approve: Gina Toppin 2nd: Eleanor Sharpe Abstain: A. Kelsey, J. Csik D. Mobley Action: Passed (voice vote)</p> <p>Committee Reports Continued ICS West – Mehreen Zaman reported the following</p> <ul style="list-style-type: none">• ICS West Board still looking for a CEO• Interviewing potential Interims for the summer• Sean Gallagher will stay on through June 30 <p>Parent Rep. No report.</p> <ul style="list-style-type: none">• Mehreen thanked the PTA. <p>Resolutions Continued Bayada Nursing Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract with BAYADA Home Health Care, Inc., dba BAYADA Staffing for professional nursing services effective September 1, 2022 to August 31, 2023 at of rate of \$52.00/hour per registered nurse and \$41.00/hour per licensed practical nurse.</p> <p>Motion to Approve: Allison Kelsey 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>Xtel Communications Be it resolved that the Independence Charter School Board of Trustees hereby approve a five-year contract with Xtel Communications to provide Internet Services effective July 1, 2022 through June 30, 2026.</p> <p>The contract is for 4 years at \$1,436.85 per month for 1Gbps Internet access. ICS will receive an 80% reimbursement from the federal government through the E-Rate program.</p> <p>Annual cost:</p>

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	<ul style="list-style-type: none">• Overall: \$17,242.20• ICS's Share: \$3,448.44• E-Rate's Share: \$13,783.76 <p>Motion to Approve: Justin Csik 2nd: Danae Mobley Action: Passed unanimously (voice vote)</p> <p>Food Service Management Be it resolved that the Independence Charter School Board of Trustees hereby approve a one-year contract for school year 2022-2023 with the ability to renew for four years with Linton's; selected through a competitive bid process in an amount not to exceed \$500,000 annually.</p> <p>Motion to Approve: Gina Toppin 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>Barnes Staffing Solutions Be it resolved that the Independence Charter School Board of Trustees hereby approve the contract extension of Barnes Staffing Solutions in an amount not to exceed the stated daily rate for substitute services:</p> <ul style="list-style-type: none">• Classroom Assistant, \$200 per day• Substitute Teacher, \$250 per day <p>Motion to Approve: Allison Kelsey 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote)</p> <p>Motion to Enter Executive Session – Safety Plan and HR matters: Allison Kelsey 2nd: Eleanor Sharpe Action: Passed unanimously (voice vote) Board entered executive session at 7:11 pm.</p> <p>Motion to Exit Executive Session: Allison Kelsey 2nd: Justin Csik Action: Passed unanimously (voice vote) Board returned to open session at 7:50 pm.</p> <p>Kristen Long Be it resolved that the Independence Charter School Board of Trustees hereby approve a 3% salary increase for Kristen Long for school year 2022-2023. Motion to Approve: Allison Kelsey 2nd: Danae Mobley Action: Passed unanimously (voice vote)</p> <p>Ramzy Andrawos Be it resolved that the Independence Charter School Board of Trustees hereby approve the three-year contract renewal for school year 2022-2023 through school year 2024-</p>

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	<p>2025 for Ramzy Andrawos as Director of Operations as presented.</p> <p>Motion to Approve: Justin Csik 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p> <p>Tanya Ruley-Mayo Be it resolved that the Independence Charter School Board of Trustees hereby approve the three-year contract renewal for school year 2022-2023 through school year 2024-2025 for Tanya Ruley-Mayo as Chief Executive Officer as presented.</p> <p>Motion to Approve: Danae Mobley 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p>
Zaman	<p>Adjournment Motion to Adjourn: Eleanor Sharpe 2nd: Gina Toppin Action: Passed unanimously (voice vote) Mehreen adjourned the meeting at 7:55 pm</p>

Respectfully submitted by: Patricia Prendergast