

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, August 10, 2022

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, October 12, 2022

Board Attendees:

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

Who	What
Kelsey	Allison called the meeting to order at 6:13 pm.
Kelsey	<p>Approval of Minutes Allison asked for approval of the June 8, 2022 minutes.</p> <p>Motion to Approve: Justin Csik 2nd: Allison Kelsey Action: Passed unanimously (voice vote)</p>
Kelsey	Allison asked if there were any public comment. There was no public comment.
Kelsey	<p>Board President Remarks: Allison made the following statement:</p> <ul style="list-style-type: none"> ○ Happy and excited to lead the board during this time and thanked Mehreen Zaman for her prior service and to lead the board through Covid, as well as leadership team as well ○ Discussed informal planning sessions among board members during July <ul style="list-style-type: none"> ▪ Desire to address our own education as a board ▪ We need to make the board more robust and we need more members – reach out to friends and contacts who are interested in education – reminder of board obligation to find and recruit new members→planning: September 7 and in person to plan for recruiting and to do it in person – 2 things – planning for next year and fundraiser on Oct 1 (rally the troops for that to get on calendars)

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	<ul style="list-style-type: none"> ▪ Desire for educational component – special education policies are really important to us – do some deep dives in certain categories in January off month – subjects to help us be more informed as board members (brainstorm this at September meeting)
Ruley-Mayo	<p>CEO Report: Tanya reported the following:</p> <ul style="list-style-type: none"> ○ Covid <ul style="list-style-type: none"> ▪ Update is that PDOH PDEA will be referred to CDC guidance and not separate guidance ▪ We are responsible for following Philly Dept. of Pub. Health – masking requirements if 5% of students/staff are positive – will continue to follow recommendations ○ Enrollment <ul style="list-style-type: none"> ▪ K-3 near capacity and targeting 4-6 for enrollment ▪ 42 students unenrolled – driven by people moving out of the city (we will be paying close attention to trends of people moving out of cities) ▪ Stressed need to stay in communication with families and choice ▪ Allison Kelsey asked about where we are at in the waitlist. Tanya responded that we are not as far down in the waitlist as last year – Prin. Kristen added that Kindergarten has not been as tough as last year and overall recruiting enrollment has improved. ○ Reg. 9 – Phila. Commission <ul style="list-style-type: none"> ▪ Requires gender neutral bathroom; preferred name; staff professional development ▪ Is a policy and non-negotiable in city of Phila. We have already gone a long way ahead of these guidelines by implementing these measures in advance. We have also been following state guidelines ○ Annual Charter Evaluation (from school district): <ul style="list-style-type: none"> ▪ We either approach or achieve or do not meet the standard – it is an annual process for submitting information – various metrics examined ▪ Number of indicators that could not be measured due to Covid ▪ Org Compliance - # of certified special ed teachers – had a late resignation that teacher did not yet have cert – special ed is incredibly hard and lots of transitions in education everywhere – we look closely at this indicator to ensure staff are all properly credentialed. ▪ Typical that we will miss 1-2 indicators, but generally minor in nature ▪ Tanya added that it is a valuable process for our regular review

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	<ul style="list-style-type: none"> ▪ Passing scores on board oversight and access ▪ Report is posted on the school district’s website and is viewable to everyone ▪ Allison Kelsey thanked the school staff and leadership from resulting in such a great result on current report
Long	<p>Principal’s Report Kristen reported the following:</p> <ul style="list-style-type: none"> ○ Main focus is on staffing – almost fully staffed and very closing on meeting all staffing requirements which is great news ○ Welcoming staff back, beginning next week ○ Camp America team building as a welcome ○ CPR training ○ PD training for LBGQ youth ○ Prin. Kristen is excited to welcome everyone back for a new year <p>AI Motely and Jean Chang from Techacademics Reported the following:</p> <ul style="list-style-type: none"> ○ Been working with ICS for two years and pivot to virtual learning and return to school. Tanya mentioned that they have been very helpful in support and turning back to dashboard and better harnessing data – plan is to update to board on where this standard ○ Exciting progress on dashboard project ○ Support students with resources and to drive academics ○ Reviewed inputs and what we are driving towards ○ Setting up a new data warehouse ○ Reviewed data integrations and key sources to show how everything will end up in the same place. ○ MTSS Web Tool – opportunity to create through the dashboard and interventist caseload tool – AK asked about what MTSS tool does – Pr. Kristen explained process laying out process of intervention based on the particular situation – in the past this was located on various spreadsheets and having to manage a lot of different documents – integration here gets everything on one page, so we can start to access and act ○ TechA went through several months of data and now pushing forward with summer build to integrate data for launch in September ○ TechA walked through the dashboard design and look and feel, as well as clarity on dashboard needs ○ TechA proceeded through wire framing on dashboard ○ Displayed final dashboard showing all student data for a particular student – from attendance, data and academic performance (including testing data – PSSA, Star360 and Alma and DRA Snapshot) – brings together data from various sources – multiple data sets ○ Working to preview final design with teachers in anticipation of rollout ○ Allison Kelsey asked if this is something peer schools have or are we catching up. Tanya Ruley-Mayo said in some cases we are catching up,

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	<p>such as large charter networks, as we are smaller. Tanya said this is an excellent starting point to get us current and to modernize and to get teachers real-time data and so we can look at all data at the same time. This brings us in line with more tech savvy and larger organizations.</p> <ul style="list-style-type: none"> ○ Tanya mentioned that this customized approach is much more cost-effective and customizable relative to large, off the shelf software programs – this is great in that it is tailored to ICS’ needs. ○ Sylvie Gallier Howard added that this is great – mentioned that openness and transparency is a great advantage for the school. ○ Al Motely mentioned that we can all talk about the same thing in supporting the students but having the ability to have different views for stakeholders (i.e., staff, parents, etc.) <ul style="list-style-type: none"> ● Assistant Principal Odamis Fernandez-Sheinbaum reported on the PSSA Data <ul style="list-style-type: none"> ○ State released preliminary results in mid-June, which did not include 25% of our students due to make-ups – tested all the way through to the last day – data does not include PA alternative assessments and those students incoming who will be attributed to our school. ○ Specific attendance measures we have to meet – includes students who logged in virtually – most of our students attended 90% +, which is good ○ Large changes to pre and post Covid data sets, consistent with statewide trends; however, we did see considerable gains between 21 and 22 years, especially math...slight drop in science, due to some higher performing students not taking test ○ Benchmark – huge gains between beginning and end of year reading ability in Spanish and English ○ Star360 (English, I think) – large gains average 3-4%, which matches gains on PSSAs ○ Star360 (Math) – all multiple choice and no open ended writing – which explains why Star360 gains were so much stronger than PSSA data – need to target why are students are not doing as well writing about math, which we are focused on. ○ Future Ready Index <ul style="list-style-type: none"> ▪ Has 2021 data, but not being used for accountability ○ English Language Development is slightly behind statewide data ○ Excel at school attendance and college readiness relative to state data ○ ICS has increased support services to support students to continuously address and approve metrics ○ Tanya Ruley-Mayo – all of this ties into the comprehensive plan ○ Sharon Berney – what leadership is doing to address accountability is a wonderful progression ● Tanya reviewed the Comprehensive Plan <ul style="list-style-type: none"> ○ Through 2025 – forecasting needs in moment and go back and progress monitor

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	<ul style="list-style-type: none"> ○ Mission and vision ○ Educational values and growth, community, equity and courage ○ Stating what our priorities are and action plan for addressing the things based on needs assessment process – engaged with multiple stakeholders – met with staff to go through multiple data sets – trends seeing, bubble up in surface, address in practice ○ Plan is culmination of all of those discussions and assessments ○ Ties into Title 1, ESSER grant and plans – seamless integration is the goal so it all ties in; identify places of success as well as improvement and align all resources so we address trends that come through data ○ Requires an evidence based strategy – does it make sense in the context of ICS – movement of goal and who will own process ○ Allison Kelsey – asked if we have opportunity to further review before vote. Tanya responded that it must be approved before the end of August and submitted to the state; however, we have the ability to continuously monitor our progress and make adjustments as needed— can approve and we can later make adjustments if needed.
Danyo	<p>Financial Report: Mike Reported the following:</p> <ul style="list-style-type: none"> ● Finance <ul style="list-style-type: none"> ○ Budget adjustments and projecting a \$241k surplus ○ We will meet our debt covenant ratios ○ Good news that school subsidy rates increased by 1.38% ○ Better rates allowing us to make resolution for salary adjustments ○ No major variances in regular instruction – nothing of concern ○ Expenses overall under budget by \$100k ○ Slightly under on revenues, but may be closed based on recognizing additional revenue ○ Our audit will start likely at end of September ○ Allison Kelsey asked if there are any unusual checks. Mike stated that many charters saw an uptick in bills that came in over past two months; we haven't seen this as much as others in terms of cash going out ○ Allison Kelsey asked if there is anything else we should be paying attention to? Mike responded that we should look at the ACE report as a good report of the whole overview of the school; Mike also said happy to answer any specific questions
	<p>Committee Reports:</p> <ul style="list-style-type: none"> ○ Communication & Development – Allison Kelsey reported the following <ul style="list-style-type: none"> ▪ Oct. 1 5-7PM – put on calendar; website being finalized ▪ We want to be able to build up funds so excursions are accessible for all students – Take Flight, for example

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	<ul style="list-style-type: none"> ▪ Theme of fundraiser therefor has to do with travel – idea to introduce people to ICS, see the school, bring along and meet some people as a way to get to know ICS and raise some funds ○ Governance – Sylvie Gallier Howard reported: <ul style="list-style-type: none"> ▪ Chair (Eleanor) not on, but mentioned that we will be admitting new Board member ○ ICS West – Tanya Ruley Mayo reported: <ul style="list-style-type: none"> ▪ Has identified 3 candidates for CEO – they are keeping Tanya, Mehreen Zaman and Allison Kelsey in the loop – process is moving, which is good news ○ Parent Reps – Sylvie Gallier Howard reported: <ul style="list-style-type: none"> ▪ Going into new year, saw a lot of cross-communication from parents about Covid protocol – mentioned it would be really helpful to find channel to make sure it is clearly communicated
Kelsey	<p>Resolutions:</p> <p>May Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of May, 2022 in the amount of \$460,143.22.</p> <p>Motion to Approve: Sharon Berney 2nd: Justin Csik 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, 2022 in the amount of \$613,911.60.</p> <p>Motion to Approve: Justin Csik 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Comprehensive Plan - 7/1/2022 – 6/30/2025 Be it resolved that the Independence Charter School Board of Trustees hereby approves the 2022-2025 Comprehensive Plan to be submitted to the Pennsylvania Department of Education as presented.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Virgil Sheppard Action: Passed unanimously (voice vote)</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>Samantha Abrams – 7th Grade ELA Teacher Vincent Bush – Classroom Assistant</p>

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	<p>Miriam Collins - Lower School Counselor Katherine Gallacchi – Special Education Teacher Eliana Ortiz – Kindergarten Immersion Teacher</p> <p>Motion to Approve: Sharon Berney 2nd: Sylvie Gallier Howard 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 employees effective August 15, 2022.</p> <p>Karina Banks – LTS for Jess Conda Yuri Castano – Immersion Classroom Assistant Virginia D’Alba – Special Education Teacher Carolyn Dann - 4th Grade ELA/SS Craig Grastly – Non-Teaching Assistant Raquel Martinez Valero – Elementary Immersion Teacher Whitney Walker – Lower School Counselor</p> <p>Motion to Approve: Virgil Sheppard 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Camp America Be it resolved that the Independence Charter School Board of Trustees hereby approve the professional development to be held at Camp America on August 22, 2022 for a cost not exceed \$11,400.</p> <p>Motion to Approve: Justin Csik 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Children’s Literacy Initiative Be it resolved that the Independence Charter School Board of Trustees hereby agree to contract with Children’s Literacy Initiative to improve early literacy outcomes for student for the 2022-2023school year not exceed \$70,057.99.</p> <p>Motion to Approve: Virgil Sheppard 2nd: Sylvie Gallier Howard 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 2022-2023 of GAMUT Early Intervention Services in an amount not to exceed the stated hourly rate schedule for the 2022-2023 school year as follows:</p> <ul style="list-style-type: none">• Behavior Consultant/ Supervision (BSC), \$125 per hour

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	<ul style="list-style-type: none"> • Paraprofessional/PCA, \$33 per hour • Applied Behavior Analyst therapist (ABA)/ Personal Care Assistant (PCA), \$30.00 per hour • Registered Behavior Technician (RBT), \$37.52 per hour <p>Motion to Approve: Sharon Berney 2nd: Virgil Sheppard Action: Passed unanimously (voice vote)</p> <p>Delta T Group Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2022-2023 of Delta T Group in an amount not to exceed the stated hourly rate schedule for the 2022-2023 school year as follows:</p> <ul style="list-style-type: none"> • Paraprofessionals, \$25 per hour • RN, \$60 per hour • LPN, \$50 per hour <p>Motion to Approve: Justin Csik 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 2022-2023 of Green Tree School Services an Approved Private School (APS) in an amount not to exceed \$347.99 per school day for tuition and \$203.38 per school day for 1:1 services for L.R., C.B. and JMT.</p> <p>Motion to Approve: Sharon Berney 2nd: Virgil Sheppard Action: Passed unanimously (voice vote)</p> <p>Educational Service Agreement Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2022-2023 of an approved private school or independent private school placement in an amount not to exceed \$100,000.00 for tuition for E.G.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Virgil Sheppard Action: Passed unanimously (voice vote)</p> <p>Belmont Behavioral Hospital Be it resolved that the Independence Charter School Board of Trustees hereby approve educational services from Belmont Behavioral Hospital in an amount not to exceed \$45 per day for P.S.</p>

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	<p>Motion to Approve: Virgil Sheppard 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>Fairwold Academy – APS Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal for school year 2022-2023 for Fairwold Academy an Approved Private School (APS) in an amount not to exceed \$54, 062.64 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 2022-2023 school year as follows:</p> <ul style="list-style-type: none">• PCA, \$180 per day• OT, \$82.50 per session• PT, \$82.50 per session• Speech, \$85.50 per session• Initial Screenings and Evals \$97 per hour <p>Motion to Approve: Sylvie Gallier Howard 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Pennsylvania School of the Deaf Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract for school year 2022-2023 for the Pennsylvania School of the Deaf for a Teacher of the Hearing Impaired in an amount not to exceed \$119.60 per hour for hearing support services and Educational Audiology services not to exceed \$130.00 per hour.</p> <p>Motion to Approve: Justin Csik 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 2022-2023 for Pediatric Therapeutic Services in an amount not to exceed the stated hourly rate schedule for the 2022-2023 school year as follows:</p> <ul style="list-style-type: none">• Occupational Therapy, \$79.00 per hour• Physical Therapy, \$101.00 per hour• Speech, \$79.00 per hour• Speech Bilingual, \$98.00 per hour• Psychology, \$91.00 per hour• Board Certified Behavior Analyst, \$90.00 per hour• Licensed Behavior Specialist, \$76.00 per hour• Registered Behavior Technician, \$58.00 per hour• Behavior Technician, \$34.00 per hour• Bilingual Psychology Services, \$98.00 per hour

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	<p>Motion to Approve: Sylvie Gallier Howard 2nd: Sharon Berney 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 2022-2023 for Therapy Source Services in an amount not to exceed the stated hourly rate schedule for the 2022-2023 school year as follows:</p> <ul style="list-style-type: none">• Audiology Services: \$80 per hour + 1-hour travel time• Paraprofessional (PCA): \$31.00 per hour• Special Education Teacher: \$52.00 per hour• Physical Therapy Services: \$86 per hour + 1-hour travel time• Occupational Therapy Services: \$76 per hour• School Psychology Services & Evaluation: \$115.25 per hour• Speech Language Bilingual Services: \$80 per hour + 1-hour travel time• Speech Language Services: \$76 per hour• Board Certified Behavioral Analysts: \$115.25 per hour• Registered Behavior Technician: \$50.50 per hour• Teacher of the Hearing Impaired: \$80 per hour + 1-hour travel time• Teacher of the Visually Impaired: \$80 per hour + 1-hour travel time <p>Motion to Approve: Virgil Sheppard 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>Techademics Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract extension for school year 2022-2023 for Techademics to continue the dashboard development project.</p> <p>Motion to Approve: Sharon Berney 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Fairmont Ventures Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract renewal with Fairmont Ventures for development consulting for the 2022-2023 school year in an amount not to exceed \$24,000.</p> <p>Motion to Approve: Virgil Sheppard 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>School Staffing Associates Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract of School Staffing Associates for substitute services in an amount not to exceed the stated hourly rate schedule for the 2022-2023 school year as follows:</p>

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Who	What																														
	<table border="1"> <thead> <tr> <th style="background-color: #d3d3d3;">Specialty</th> <th style="background-color: #d3d3d3;">Per Hour</th> </tr> </thead> <tbody> <tr> <td>PT/OT/Speech</td> <td>\$85.00</td> </tr> <tr> <td>PCA</td> <td>\$26.00</td> </tr> <tr> <td>Special Education Teacher</td> <td>\$48.00</td> </tr> <tr> <td>General Education Teacher</td> <td>\$40.00</td> </tr> <tr> <td>General Education Teacher (Math & Science)</td> <td>\$44.00</td> </tr> <tr> <td>School Psychologist</td> <td>\$89.00</td> </tr> <tr> <td>Psych Ed Evaluations</td> <td>\$1,100/eval</td> </tr> <tr> <td>Psych Ed Evaluations</td> <td>\$2,200/eval</td> </tr> <tr> <td>RN</td> <td>\$52.00</td> </tr> <tr> <td>LPN</td> <td>\$42.00</td> </tr> <tr> <td>Social Worker (Standard)</td> <td>\$36.00</td> </tr> <tr> <td>Social Worker (LCSW)</td> <td>\$48.00</td> </tr> <tr> <td>BCBA</td> <td>\$48.00</td> </tr> <tr> <td>Counselors</td> <td>\$38.00</td> </tr> </tbody> </table>	Specialty	Per Hour	PT/OT/Speech	\$85.00	PCA	\$26.00	Special Education Teacher	\$48.00	General Education Teacher	\$40.00	General Education Teacher (Math & Science)	\$44.00	School Psychologist	\$89.00	Psych Ed Evaluations	\$1,100/eval	Psych Ed Evaluations	\$2,200/eval	RN	\$52.00	LPN	\$42.00	Social Worker (Standard)	\$36.00	Social Worker (LCSW)	\$48.00	BCBA	\$48.00	Counselors	\$38.00
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	<p>Motion to Approve: Virgil Sheppard 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Navigate 360 Be it resolved that the Independence Charter School Board of Trustees hereby approve the one-year contract with Navigate 360 for ALICE certification training for the 2022-2023 school year in an amount not to exceed \$18,000.</p> <p>Motion to Approve: Virgil Sheppard 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>Lease Reimbursement Be it resolved that the Board of Trustees of Independence Charter School hereby agree to have the Controller apply to the Commonwealth for the 2021-2022 Lease Reimbursement.</p> <p>Motion to Approve: Justin Csik 2nd: Sharon Berney Action: Roll call: S. Berney, Aye, J. Csik, Aye, S. Gallier Howard, Aye, A. Kelsey, Aye, V. Sheppard, Aye - Resolution passed.</p> <p>Salary Increase Be it resolved that the Board of Trustees of Independence Charter School hereby agree to a 2% years of service raise for all full and part-time non-teaching staff starting when the employee reaches 4 years of service. Employees will receive the 2% increase again when 7 years, 10 years and 13 years of service are reached effective September 1, 2022.</p>																														

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	<p>Motion to Approve: Justin Csik 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Approval of ICS Board Member Be it resolved that Board of Trustees of Independence Charter School hereby accept the nomination and appointment of Andreina Perez 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 August 10, 2022; term ends June 30, 2025.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p>
Kelsey	<p>Adjournment Motion to Adjourn: Sylvie Gallier Howard 2nd: Sharon Berney Action: Passed unanimously (voice vote) Allison adjourned the meeting at 8:03 pm</p>

Respectfully submitted by: Justin Csik, Esq.