

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, October 12, 2022

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, November 9, 2022

Board Attendees:

Sharon Berney	present		
Justin Csik	present		
Andreina Perez-Hein	present		
Sylvie Gallier Howard	present		
Allison Kelsey	present	<i>Ex-officio</i>	
Danae Mobley	present	Tanya Ruley Mayo	present
Jacque Patterson	absent		
Virgil Sheppard	present	<i>Also Attending</i>	
Gina Toppin	present	Ramzy Andrawos (staff)	

Mike Danyo (Santilli & Thomson)
 Kristen Long (staff)
 David Chamberlain (staff)
 Patricia Prendergast (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 August 10, 2022 minutes.</p> <p>Motion to Approve: Justin Csik 2nd: Sylvie Gallier Howard Abstain: D. Mobley, G. Toppin Action: Passed (voice vote)</p>
Kelsey	<p>Allison asked if there were any public comment. There was no public comment.</p>
Kelsey	<p>Board President Remarks: Allison made the following statement:</p> <ul style="list-style-type: none"> ○ Acknowledged Virgil Sheppard for being named one of Metro Philly’s power players in education ○ There are three parent board rep candidates – voting is underway and the parent rep will be sworn in during November 9 board meeting ○ Please to talk to your contacts about ICS and becoming a board member. Allison will be attending an event at the Chamber of Commerce and will be talking to young members of the Chamber about serving on boards. Allison will circulate the one page document about ICS and the board to board members to hand-out to their contacts. <p>Sylvie Gallier Howard asked if we can invite the parents who are not elected to the parent board seat to become board members. Tanya responded yes. Sylvie will also try to find out more about Diversity on Boards – an organization that does board</p>

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Ruley-Mayo	<p>training for people of color.</p> <p>CEO Report: Tanya reported the following:</p> <p>Enrollment Enrollment cap is 825. We built our budget on 810 students</p> <ul style="list-style-type: none"> • Currently 786/810 • K-3 near capacity • Targeting grades 4-6 • 62 students have unenrolled <p>Breakdown of where students are going:</p> <table border="1" data-bbox="422 609 1169 1449"> <tbody> <tr> <td>Charter</td> <td>2</td> <td>3%</td> </tr> <tr> <td>SDP</td> <td>10</td> <td>16%</td> </tr> <tr> <td>SDP w/ HS Option</td> <td>8</td> <td>80%</td> </tr> <tr> <td>Out of City</td> <td>41</td> <td>66%</td> </tr> <tr> <td>Unknown</td> <td>3</td> <td>5%</td> </tr> <tr> <td>Private</td> <td>4</td> <td>6%</td> </tr> <tr> <td>Cyber</td> <td>2</td> <td>3%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Majority of students have left Philadelphia and Pennsylvania • Large number of student leaving for schools that offer high school • Families making choices that have better options for high school • Not large difference in the overall number • Overwhelming choosing outside of the City and State • 8 out 10 students choosing a school that have a high school option 	Charter	2	3%	SDP	10	16%	SDP w/ HS Option	8	80%	Out of City	41	66%	Unknown	3	5%	Private	4	6%	Cyber	2	3%
Charter	2	3%																				
SDP	10	16%																				
SDP w/ HS Option	8	80%																				
Out of City	41	66%																				
Unknown	3	5%																				
Private	4	6%																				
Cyber	2	3%																				

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	Breakdown by grade and program:				
	Grade	#	Overall	Immersion	Enhanced
	1	6	10%	100%	N/A
	2	3	5%	100%	N/A
	3	7	11%	29%	71%
	4	8	13%	25%	75%
	5	15	24%	53%	47%
	6	10	16%	70%	30%
	7	3	5%	67%	33%
	8	10	16%	40%	60%
Immersion					
Charter		1	3%		
SDP		6	18%		
SDP w/ HS Option*		5	83%		
Out of City		24	71%		

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	Unknown	1	3%
	Private	2	6%
	Cyber	0	N/A
	Total	34	
	Enhanced		
	Charter	1	4%
	SDP	4	14%
	SDP w/ HS Option*	3	75%
	Out of City	17	61%
	Unknown	2	7%
	Private	2	7%
	Cyber	2	7%
	Total	28	
	<p>Sylvie Gallier Howard asked if families understand that enrolling in a school that also has a high school does not increase their chances of getting in the high school or is it more likely they are choosing other schools because of transportation. Kristen responded that we have no way of knowing how parents come to their decisions, but she stated that transportation weighs in their decision, but is not the primary reason.</p> <p>DEI w/ Trizen (October –May) First session held today</p> <ul style="list-style-type: none"> • Racism in America • Leading in a Diverse World • Unconscious Bias & Macroaggressions Part I • Unconscious Bias, Macroaggressions & Intersectionality Part II • Privilege & Power • Allyship • Courageous Conversations 		

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Who	What
	<p>Monitoring & Reporting</p> <ul style="list-style-type: none"> • ESSER Monitoring Survey • ARP Homeless Grant Monitoring Prep • SHARRS Report • 21st Century Student Data Workbook • Lead Water Testing <p>Tree Planting Event</p> <ul style="list-style-type: none"> • November 19th, 1-3pm • Planting eight trees on Naudain Street • 64 Registrants so far for the event <p>Development/Communications</p> <ul style="list-style-type: none"> • EITC Renewal & Outreach <ul style="list-style-type: none"> • Refine prospect list • Warm connections • Square • Annual Appeal • Anniversary Event <ul style="list-style-type: none"> • Invitees list • Sponsorship outreach
Long	<p>Principal's Report: Kristen reported the following:</p> <ul style="list-style-type: none"> • Professional Development Day - 10/7 (ALICE Training in the morning; Safety Care in the afternoon) • Vaccine Clinic will be held on Friday 10/14 – Walgreens will administer the vaccines • Math Carnival - 10/26 • Wellness Wednesdays continue • Intervention Programming • NTA Hiring – need to hire three people who will focus on schoolyard and cafeteria • Roll out of new K-5 Math curriculum • One Book, Una Escuela <ul style="list-style-type: none"> ○ We are modeling our program after the One Philadelphia program where every student reads the same book and we match up younger students with older students to discuss the book.
Danyo	<p>Financial Report: Mike Reported the following:</p> <ul style="list-style-type: none"> • October subsidy adjustment due to lower enrollment • Adopted budget subsidy rates – budgeted with flat subsidy numbers • Special ed enrollment number low– this number will go up • Right now, enrollment is an industry problem - will keep eye on enrollment • Slight variance in books and software • Budgeted regular education salaries and benefits to ESSERS • Cash remains strong- \$7,316,706 – 222 days of cash on hand as of 8/31/22 • Received \$63,000 from PDE for students in APS – Commonwealth picks up 69% for students in 510 slots • Expect \$6.7 million balance in June – current \$7 million due to IDEA funding • Waiting for lease and health subsidies to come in

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	<ul style="list-style-type: none"> • AP remains the same – have paid out all 10 month contracts to employees • No major variances – except for small variance due to having a nurse for the summer program • Overall \$17,000 better than budgeted • ESSER I – still reconciling out – books will close on Friday – have to use ESSER I by September 30, 2022, ESSER II has to be used September 30, 2023 – more expenses charged there - about 1.3 million, ESSER III has to be used by September 2024 <p>July Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of July, 2022 in the amount of \$531,474.95.</p> <p>Motion to Approve: Gina Toppin 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>August Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of August, 2022 in the amount of \$433,497.75.</p> <p>Motion to Approve: Danae Mobley 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p>
	<p>Committee Reports: HR Virgil Sheppard – other than the resolutions for the terminations/resignations and new hires, there is nothing to report.</p> <p>Communication/Development Allison Kelsey reported the following</p> <ul style="list-style-type: none"> • Working on Anniversary Celebration • Annual Appeal to go out in November • Completing EITC renewal <p>Governance Allison Kelsey reported the following</p> <ul style="list-style-type: none"> • Parent Rep to be sworn in during November board meeting. There are three candidates that parents are voting on. • May ask the parents who are not selected if they would be interested in joining the board as a non-parent member • Need a pipeline to new board members <p>ICS West Allison Kelsey</p> <ul style="list-style-type: none"> • New CEO hired – anticipated start date is November 1.

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	<p>Parents Report</p> <ul style="list-style-type: none">Sylvie Gallier Howard stated that parents are very excited that Take Flight is back. 7th grade students will be traveling to Ecuador, Nicaragua and Colombia in the spring of 2023.
Kelsey	<p>Resolutions:</p> <p>Resignations/Terminations Be it resolved that the Independence Charter School Board of Trustees hereby accept the resignations/terminations of:</p> <p>Devon Cowlay - Non-Teaching Assistant effective September 30, 2022 Craig Grasty - Non-Teaching Assistant effective October 3, 2022 Luna Aros Sanjuanbenito – Immersion Classroom Assistant effective October 6, 2022 Raquel Martinez Valerio, 2nd grade Immersion Teacher effective September 2, 2022</p> <p>Motion to Approve: Virgil Sheppard 2nd: Andreina Perez Hein 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 22, 2022.</p> <p>Susana Abdulayev – Immersion Classroom Assistant Valerie Amorocho – Immersion Classroom Assistant Audrie Estrella – Immersion Classroom Assistant Edith Martinez – Immersion Classroom Assistant Miosoty Nunez – Non-teaching Assistant Jasmine Greene – Enhanced Classroom Assistant Belinda Lopez Castellanos – Immersion Classroom Assistant Jennifer Martinson – 7th Grade ELA Teacher Ana Garcia Zenteno – Kindergarten Immersion Teacher</p> <p>Motion to Approve: Justin Csik 2nd: Gina Toppin Action: Passed unanimously (voice vote)</p> <p>Tanya explained that the Keystone Application is for employees who want to enroll their child in ICS, which allows for their child to be moved up on the waiting list.</p> <p>Approval of Keystone Staff Application Be it resolved that the Board of Trustees of Independence Charter School hereby approve the Keystone Staff Applications of Lauren Pratt.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Virgil Sheppard Action: Passed unanimously (voice vote)</p>

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	<p>Board Resignation Be it resolved that the Board of Trustees of Independence Charter School hereby accept the resignation of board member Eleanor Sharpe effective immediately.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Andreina Perez Hein Action: Passed unanimously (voice vote)</p> <p>Judge Group Be it resolved that the Independence Charter School Board of Trustees hereby agree to contract with the Judge Group for IT Consultant services for \$88/hour.</p> <p>Motion to Approve: Andreina Perez Hein 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>Focus Staffing Be it resolved that the Independence Charter School Board of Trustees hereby agree to contract with Focus Staffing for the following services:</p> <ul style="list-style-type: none">• Speech & Language Pathologist, \$85/hr.• Special Education Teacher, \$70/hr.• School Psychologist, \$90/hr.• School Psychologist Evaluation, \$1,250 per Evaluation• School Psychologist Bilingual Evaluation, \$1,500 per Evaluation• Assistant Teachers or Paraprofessionals, \$28/hr. <p>Motion to Approve: Gina Toppin 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>E-Plus Be it resolved that the Independence Charter School Board of Trustees hereby agree to contract with E-Plus for server replacement and technical assistance service hours for an amount not to exceed \$50,000.</p> <p>Motion to Approve: Andreina Perez Hein 2nd: Justin Csik Action: Passed unanimously (voice vote)</p> <p>Tanya explained that the Pennsylvania Department of Education has updated their disciplinary exclusion for students who are eligible for special education. Once the family handbook is updated to include the new policy, we will share it with families.</p> <p>Policy Adoption Be it resolved that the Independence Charter School Board of Trustees hereby agree to adopt 22 Pa. Code Section 14.143 and 22 PA. Code Section 711.61: Disciplinary Exclusions of Students Who are Eligible for Special Education into the ICS Student Code of Conduct.</p>

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	<p>Motion to Approve: Gina Toppin 2nd: Andreina Perez Hein Action: Passed unanimously (voice vote)</p> <p>Amend 2022-2023 School Calendar Be it resolved that the Independence Charter School Board of Trustees hereby agree to amend the 2022-2023 school calendar to change the last day of school for students and staff to June 9, 2023 from June 14, 2023 for students and June 15, 2023 for staff. This change is possible due to the ability to teach remotely in the event of inclement weather and still meet our hour requirement.</p> <p>Sharon Berney asked if this change will impact teachers' pay. Tanya responded that it would not.</p> <p>Sylvie Gallier Howard stated that this may impact parents being able to have their children in summer camp. Kristen responded that this change ends school two and half days earlier than the original calendar and most summer camps do not begin until the end of June.</p> <p>Motion to Approve: Justin Csik 2nd: Sylvie Gallier Howard Action: Passed unanimously (voice vote)</p> <p>Motion to Enter Executive Session: Justin Csik- To Discuss Student Concerns 2nd: Andreina Perez Hein Action: Passed unanimously (voice vote) Board entered Executive Session at 7:16 pm</p> <p>Motion to Exit Executive Session: Justin Csik 2nd: Danae Mobley Action Passed unanimously (voice vote) Board returned to General Session at 7:32 pm</p> <p>Educational Service Agreement Be it resolved that the Independence Charter School Board of Trustees hereby approve the agreement reached by ICS Counsel for educational services for E.G. in an amount not to exceed \$206,500.00 for educational services and \$5,000. 00 in attorney's fees for student E.G.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Virgil Sheppard Abstain: Sharon Berney Action: Passed (voice vote)</p> <p>Advocacy Alliance Be it resolved that the Independence Charter School Board of Trustees hereby approve placing the E.G. settlement agreement funds in trust with Advocacy Alliance.</p>

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	<p>Motion to Approve: Virgil Sheppard 2nd: Andreina Perez Hein Abstain: Sharon Berney Action: Passed (voice vote)</p> <p>Compensatory Education Agreement Be it resolved that the Independence Charter School Board of Trustees hereby approves the agreement reached by ICS Counsel for compensatory education for a total of \$7,200 and \$4,400 in attorney's fees for student D.H.</p> <p>Motion to Approve: Sylvie Gallier Howard 2nd: Andreina Perez Hein Action: Passed unanimously (voice vote)</p>
Kelsey	<p>Adjournment Motion to Adjourn: Sylvie Gallier Howard 2nd: Justin Csik Action: Passed unanimously (voice vote) Allison adjourned the meeting at 7:35 pm</p>

Respectfully submitted by: Patricia Prendergast