

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING

November 24, 2015

5:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This November 24, 2015 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:17 pm. My name is *Susan Poglinco* I serve as *President* to this Board of Trustees and I will facilitate this meeting.

This is a public meeting that was properly noticed on _____ in the Philadelphia Daily News and pursuant to the Pennsylvania Sunshine Act.

All members of the public are welcome, to sit and listen to the board of trustees conduct its business tonight. Members of the public who have registered with the Administrative office to participate in public comment by 5pm on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters to our legal counsel. Comments will be limited to three minutes unless the Board decides to grant additional time.

At this time, I will ask that Roll Call be taken.

¹ The corporate name of record is: "The Architecture & Design Charter High School", PA DOS Entity # 2879026
CEG BOARD MEETING AGENDA
PAGE 1 OF 8

A. ROLL CALL

Board Members Present	By Invitation: Non-Board Members in Attendance:
Susan Poglinco (“SP”) Margeurite Anglin (“MA”) Jeff Krieger (“JK”) Monique McCray (“MM”) Shelly Beekley (“SB”) Lance Rothstein (“LR”) Ben Lindo (“BL”)	David Annecharico, Esq. Gregory Wright, CEO Gerald L. Santilli, Business Controller
Board Members Absent	
Kim Edwards (“KE”)	

B. APPROVAL OF AGENDA

MOTION

MA

SECOND

LR

VOTE:

PASS

FAIL

R495:16 Approval of the November 24th, 2015 Agenda

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the November 24th, 2015 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General Discussion</i>

C. APPROVAL OF MINUTES

MOTION

SB

SECOND

SP

VOTE:

R496:16 Approval of Minutes of Meeting

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the October, 27th, 2015 meeting of the Board of Trustees of Charter High School for Architecture + Design.

[X] PASS

[] FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General Discussion</i>

SECTION II: REPORTS

A. COMMUNITY COMMENT: AGENDA ITEMS

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico. I serve as General Counsel to the Charter High School for Architecture + Design Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees **regarding the business that is before this Board of Trustees during this meeting**. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed.

This Board may choose not to comment, question or respond in any way to your public comment. I will begin the time now.

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

B. Board President

Susan Poglinco:

+ *discussed strategic planning initiatives, outlining several strategic planning sessions to occur in January. An email is to be distributed to all potential participants in order to gauge availability for specific sessions. Gail Bauer LLC to facilitate the strategic planning sessions.*

+ *discussed potential new board member profiles*

+ *introduced Kelly Ganczarski, trustee candidate*

C. Chief Executive Officer

Gregory Wright:

+ *discussed initiatives to address disciplinary issues and raise enrollment at CHAD*

+ *reported upon several high school fairs attended by representatives of CHAD*

+ announced that executive administration will sponsor and host several Saturday Workshops for potential students.

+ reported upon initiatives to fill several staffing positions

+ reported upon the progress of teacher evaluations

+ announced the dates for the June 24, 2015 DFF breakfast and” First Friday” on December 4, 2015. The Board asked Mr. Wright to introduce his administration and the Board’s trustees to the group attending First Friday.

+ discussed, with the board, potential activities during this year’s AIA Conference

D. Financial Report

Gerald Santilli:

+ reviewed the financial report, previously disseminated and incorporated into these minutes.

SECTION III: UNFINISHED BUSINESS

A. RESOLUTIONS

MOTION

LR

SECOND

SB

VOTE:

[X] PASS

[] FAIL

R497:16 Report of Business Controller

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design accepts the Financial Report of the Business Controller and all documents submitted thereby, which shall be incorporated into the record of this meeting.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>G. Santilli</i>	<i>See above</i>

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOOTION

LR

SECOND

SB

VOTE:

[X] PASS

[] FAIL

R498:16 Uniform Human Resources Resolution

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design accepts the human resources changes, modifications and additions as presented below:

Resignations

Position Title	Employee	Effective Date
Teacher	Matje-Sheldon, Lisa	11/27/15
Teacher	Duink, Jill	11/05/15

Appointments

Position Title	Employee	Effective Date
Secretary	Foreman, Sabrina	11/16/15
Secretary	Carmichael, Dawn	11/09/15
Chief Creative Officer	Jay, Hillary	10/26/15

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>G. Wright; Board</i>	<i>Discussion regarding the Resignations and Appointments above.</i>

MOOT

R499:16 Uniform Professional Services Contracts Resolution

RESOLVED, the Professional Services Contracts and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, any officer of this Board is directed and authorized to execute any document necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

MOOT

<i>Who</i>	<i>What</i>
<i>n/a</i>	<i>n/a</i>

R500:16 Uniform Purchase Services Contract Resolution

RESOLVED, the Purchase Services Contracts and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, any officer of this Board is directed and authorized to execute any document necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>n/a</i>	<i>n/a</i>

MOTION

LR

SECOND

SB

VOTE:

PASS

FAIL

R501:16 Holiday Gift

RESOLVED, that the Board of Trustees of The Charter School for Architecture & Design approve a holiday gift of \$150 for each full time employee.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General Discussion</i>

NOMINATION

SB

SECOND

LR

VOTE:

PASS

FAIL

R502:16 Installation of Ms. Kelly Ganczarz

RESOLVED, that, upon nomination and second, Ms. Kelly Ganczarz is hereby installed as a Trustee of Charter High School for Architecture & Design in accordance with the bylaws thereof; and

FURTHER RESOLVED that Kelly Ganczarz shall be administered the Oath of Office by legal counsel.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Upon MOTION by SB and SECOND by LR resolution 500-16 was added.</i>
<i>D. Annecharico</i>	<i>administered the oath of office to Ms. Ganczarz as follows: I, <u>KELLY GANCARZ</u>, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.</i>

B. COMMUNITY COMMENT: NON-AGENDA ITEMS

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico. I serve as General Counsel to the Charter High School for Architecture + Design Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees **regarding general topics not discussed during this meeting**. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed.

This Board may choose not to comment, question or respond in any way to your public comment. I will begin the time now.

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

C. DISCUSSION AND ANNOUNCEMENTS

- NEXT BOARD MEETING: _____

ADJOURNMENT @ 6:45PM

MOTION

SB

SECOND

LR

VOTE:

PASS

FAIL
