

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING

March 22, 2016

5:00 PM

MINUTES

SECTION I: CALL TO ORDER @ 5:30PM

Opening Colloquy

This March 22, 2016 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:30 pm. My name is Marguerite Angline I serve as President to this Board of Trustees and I will facilitate this meeting.

This is a public meeting that was properly noticed 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
CHAD BOARD MEETING AGENDA
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A. ROLL CALL

Board Members Present	By Invitation: Non-Board Members in Attendance:
Marguerite Anglin (“MA”) Jeff Krieger (“JK”) Ben Lindo (“BL”) Kelly Ganczarz (“KG”) Kim Edwards (“KE”)	David Annecharico, Esq. Gregory Wright, CEO Gerald L. Santilli, Business Controller
Board Members Absent	
Shelly Beekley (“SB”) Lance Rothstein (“LR”) Monique McCray (“MM”) - <i>present</i>	

B. APPROVAL OF AGENDA

MOTION

JK

SECOND

KG

VOTE:

PASS

FAIL

R518:16 Approval of the March 22, 2016 Agenda

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the March 22, 2016 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

C. APPROVAL OF MINUTES

MOTION

KE

R519:16 Approval of Minutes of Meeting

SECOND

KG

VOTE:

PASS

FAIL

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the February 23, 2016 meeting of the Board of Trustees of Charter High School for Architecture + Design.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<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.

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

B. Board President

Marguerite Anglin discussed:

+ *A leadership team “meet and greet” is to be arranged for next board meeting. In the future, the goal is to have individual leaders come to board meetings to discuss what they are working on. Ms. Anglin recollected one presentation that she attended involving a CHAD employee, and her request that the presenter be invited to speak before the board.*

+ *Email received from T. Ross (CHAD Alumni) regarding a 2006 Alumni reunion. Ms. McCray, Ms. Anglin suggested that the board explore growth to include a CHAD alumni. Ms. McCray has been in discussions with T. Ross as a potential board members.*

- + *Board initiatives to add parents to the board*
- + *At the Board's request, Greg Wright discussed the "Legacy Project", which is an initiative to support a fully developed alumni program. Additional initiatives to build alumni support were discussed: CHAD Reunion sponsored or supported by the school. M. Anglin expressed the Board's desire to be involved in Alumni development initiatives.*

C. Chief Executive Officer

G. Wright:

- + *ALA convention update and school initiatives around CHAD*
- + *Status of the Library Initiative and construction timelines. The Board requested that schematics for the library be disseminated to the Board Trustees. The Board engaged in discussion regarding construction contractors being utilized for the Library Initiative.*
- + *Changes to curriculum at CHAD. Strategic Partnerships with providers of curriculum.*
- + *Recent issues involving Bed Bugs and strategic initiatives to ensure that CHAD remains a healthy bed-bug free place.*
- + *Special education issues*
- + *Issues regarding student discipline and inappropriate behavior between male and female students*
- + *suggested Ms. Kelly Ganczarz as a potential liaison to the Designing Futures Foundation*

The Board discussed fall enrollment with G. Wright and CHAD strategies to increase enrollment.

The Board discussed the services previously provided by J. Wellen. The Board discussed the process of soliciting and processing donations through the Designing Futures Foundation. The Board discussed general strategies for solicitation of funds. The Board discussed a proposed strategic partnership with Drexel University to rebrand CHAD.

The Board discussed a strategic partnership with Women in Architecture of ALA Philadelphia to create a partnership / mentorship program at CHAD.

D. Financial Report

G. Santilli reviewed the Financial Operations Report, February 29, 2016. G. Santilli updated the board regarding state legislative gridlock regarding charter school funding. The Board discussed obtaining a financial projection until the end of this Fiscal Year from Santilli & Thomson. The Board discussed student enrollment figures in the context of profit / loss.

The Board discussed, with G. Wright, student enrollment figures during the 2015/2016 school year as well as issues regarding student transience.

The Board discussed, with G. Santilli, line item #139 and allocations for security / professional services.

The Board discussed, with G. Wright, certain expenditures relating to AIM academy.

SECTION III: UNFINISHED BUSINESS

A. RESOLUTIONS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION

KG

SECOND

KE

VOTE:

[X] PASS

[] FAIL

R520:16 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>

MOTION

KG

SECOND

BL

VOTE:

[X] PASS

[] FAIL

R521:16 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 / Terminations

Name	Title	Comment	Last Day of Employment
None	None	None	None

Hires / Appointments

Name	Title	Salary	Date of Employment
Joy Waldinger	Design Teacher	\$45,000	3-9-16
Gary Ross	Math Teacher	\$52,000	3-28-16

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board; G. Wright</i>	<i>General Discussion. G. Wright informed the board that CHAD is fully staffed and discussed the qualifications of the proposed hires.</i>

MOOT

R522:16 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:

<i>Who</i>	<i>What</i>
<i>N/A</i>	<i>N/A</i>

MOOT

R523:16 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>

MOTION
 BL
 SECOND
 JK
 VOTE:
 PASS
 FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
N/A	N/A

R524:16 Contract: St. Clair CPA Solutions

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design hereby authorizes and directs the CEO, business controller and general counsel to negotiate the terms and conditions of a contract with St. Clair CPA Solutions for the provision of tax related financial consultation not to exceed five thousand dollars (\$5,000);

FURTHER RESOLVED, the President of this Board of Trustees is authorized to execute such negotiated contract on behalf of the Charter High School for Architecture + Design.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board; G. Wright	General Discussion. G. Wright discussed the services that St. Clair would provide.

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.

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

KELLY GANCZARZ left the meeting. The Board asked Mr. Wright to deliver his report to the remaining Trustees. The meeting was ADJOURNED at 6:30 for purposes of official business.

G. Wright delivered his report to the remaining Trustees.

C. DISCUSSION AND ANNOUNCEMENTS

- NEXT BOARD MEETING: APRIL 26, 2016