

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING

April 26, 2016

5:00 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This April 26, 2016 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:01 pm. My name is Marguerite Anglin I serve as Chair 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.

A. ROLL CALL

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

B. APPROVAL OF AGENDA

MOTION

SB

SECOND

BL

VOTE:

[X] PASS

[] FAIL

R525:16 Approval of the April 26, 2016 Agenda

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the April 26, 2016 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

C. APPROVAL OF MINUTES

MOTION

KG

SECOND

BL

VOTE:

[X] PASS

R526:16 Approval of Minutes of Meeting

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

Notes of Discussion / Advance Regulatory and Financial Comment:

[] FAIL

Who	What
Board	General Discussion

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
None	None

B. Board President

Charles Anerino, Director of Student Affairs, was introduced to the Board of Trustees. He discussed, with the board, a synopsis of his activities during the 2015/2016 school year. One of this year’s priorities was/is to establish school-wide non-negotiable fundamental cultural norms within the student community. The initiative has yielded positive changes in the school community. For example, in the 2015/2016 school year, the number of documented physical altercations between students has decreased by 80%. Additionally, CHAD’s reputation in the community has visibly increased based upon feedback from the Center City School Safety Office. Mr. Anerino discussed the establishment of a “safety corridor” utilized by students who commute to school. The safety corridor has produced fruitful results toward lowering out of school incidents.

Gregory Wright added that one the fundamental goals of improving school culture involves the creation of relationships between administration and students; Mr. Wright praised Mr. Anerino’s efforts to strengthen relationships.

The Board and Mr. Anerino discussed particular challenges to uniform enforcement of the Student Code of Conduct. Additionally, the Board and Mr. Anerino discussed the Center City School Safety Office’s weekly conference calls. Mr. Anerino discussed the goal of being a proactive participant in the school’s initiative to reach out to community entities in partnership.

Marguerite Anglin shared her experiences with Women in Architecture's "Patina" program, which serves to mentor female students in a "big sister" context. At the kick-off event, there was a "speed mentoring" session; 22 students participated with 10 volunteers. The next event is scheduled for next week, a lighting design workshop. Ms. Anglin related some of the comments that students made regarding their experiences at CHAD in the 2015/2016 school year.

JEFF KREIGER joined the meeting.

The Board of Trustees discussed the schedule of events planned by Women in Architecture. Gregory Wright discussed his observations at the speed mentoring session, noting that the Women in Architecture's work provides a template for replication of similar initiatives for students in the future.

Marguerite Anglin discussed recruiting new board members, given the fact that Ms. Beekley will be cycling off the board at the end of this year. Current board members are encouraged to put forth candidates. Ben Lindo is collaborating with Marguerite Anglin to produce a prospective board member informational packet. The packet will serve as a resource for board orientation. Ms. Anglin would like to put together a timeline and process to onboard new board members with the goal of adding new members by the fall of 2016/2017 school year. The board would like to recruit members with legal and financial experience. Mr. Wright discussed desirable skill sets as well.

Strategic Planning: Ms. Anglin updated the board that strategic planning will resume in the fall of 2016. Ms. Beekley was invited to join the board as an advisor to the strategic planning initiative.

LANCE ROTHSTEIN joined the meeting.

Mr. Wright discussed codifying a process for strategic planning, noting that the past interactions have been fruitful in that a strategic planning dialogue has commenced.

Ms. Anglin noted that she would like to share what has been previously produced by a Strategic Planning consultant with the board when Strategic Planning activities commenced. The Board discussed codifying the process of strategic planning. The Board and Mr. Wright discussed certain issues with the previous Strategic Planning consultant's work product.

Ms. Anglin discussed a planned board discussion regarding the 2016/2017 budget. A meeting was set by the Board. Additionally, at the planned meeting, Mr. Santilli is to review the corporation's form 990 tax filing for the current fiscal year.

Ms. Anglin announced that Kelly Ganczarz is a liaison to the Designing Future's Foundation ("DFF"). Ms. Ganczarz reported regarding her recent activities with the DFF, including initiatives to utilize web based and electronic resources to target donors. Ms. Ganczarz reported on the generation of marketing materials for CHAD. In the future, Ms. Ganczarz is to collaborate with G. Wright to generate a sponsor letter for the CHAD Annual Gala Champagne Breakfast, which is being actively planned by the DFF. The Gala will be held at CHAD's location. The Board discussed, with Mr. Wright and Ms. Ganczarz the collaboration with the graphic design department of Drexel University to create marketing materials for CHAD. The DFF has set October 17, 2016 for a yearly golf outing. The Board discussed adding an ALA booth at the golf outing. The board discussed creating a publication, with Mr. Rothstein's assistance, as a gift to generous donors ("The Book").

C. Chief Executive Officer

Gregory Wright and Board discussed the 2016-2017 school calendar, previously disseminated to the Board. The Board recommended updating the calendar with a key for the colored dates.

Mr. Wright discussed the relationship between the curriculum and design departments. After polling alumni and current students, the administration would like to “get students designing and building things at a younger age”. One aspect of this initiative may be pushing survey courses to a lower grade. Mr. Wright suggested that an initiative might be developed to refine the curriculum in order to achieve this goal. The Board discussed the foundational aspects of teaching students advanced design principles, e.g. “How to think like an architect”. The Board discussed whether this initiative would effect the decoupling of theoretical principals with praxis.

An AIA calendar of events will be sent to all board members. At the upcoming DFF golf outing, CHAD plans to set up a booth. The Administration has recently met to discuss the “Legacy Project”, which will involve 60 students and 10/20 college students and professionals. The Legacy Project event will continue at the expo center where other events and activities are planned. Mr. Wright discussed CHAD’s involvement at the upcoming AIA convention.

Mr. Wright discussed the Lewis Kahn awards on May 9, 2016. This year, CHAD will have a table at the Kahn awards. The money for the ticket sales will be donated to the Center for Architecture. Mr. Wright’s goal is to invite school faculty to this event, to observe the community of entities and people who support CHAD. The Kahn award is an architecture award made in honor of Lewis Kahn.

Mr. Wright discussed the upcoming CHAD Reunion and two workshops for upcoming freshmen. At the freshmen workshops, a number of assessment / placement tests will be given.

Mr. Wright discussed the CHAD “Annual Charter Evaluation” report, generated by the SDP. The ACE report will be used in order to assess and revise certain policies.

The Board discussed the provision of special education services to children at CHAD.

D. Financial Report

Gerald Santilli reviewed the March 2016 Financials, a 2016 year-end projections, and CHAD Revenue reductions as of April 2016. Mr. Santilli discussed the “retroactive reconciliation” planned by the School District of Philadelphia using PDE revised rates. Mr. Santilli discussed the school’s potential violation of bond covenants and potential furlow of teachers incident to the SDP retroactive reconciliation.

SECTION III: UNFINISHED BUSINESS

A. RESOLUTIONS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

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MOOTION

LR

SECOND

BL

VOTE:

[X] PASS

[] FAIL

R527:16 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>Board</i>	<i>See Above</i>

MOOT

R528:16 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
None	None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R529:16 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
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
None	None

MOOT

R530:16 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
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

MOTION

JK

SECOND

LR

VOTE:

PASS

FAIL

TABLE

R531:16 Confidential Settlement Agreement – In re: SM

RESOLVED, the Confidential Settlement Agreement – In re: SM is ratified as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
General Counsel	Request to Table

MOTION
 LR
 SECOND
 SB
 VOTE:
 PASS
 FAIL

R532:16 Ratification of Designing Futures Foundation Trustee James T. Gardler, Jr.

RESOLVED, James T. Gardler, Jr. is hereby ratified as a Trustee of the Designing Futures Foundation.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>M. Anglin</i>	<i>Reported upon the DFF process for nominating board members and CHAD's procedure to ratify such nominations. Reviewed the resumes of the proposed Trustees.</i>
<i>Board</i>	<i>Discussion regarding Mr. Gardler's resume.</i>
<i>K. Kanczargz</i>	<i>Discussed her professional experience with respect to Mr. Gardler.</i>

MOTION
 LR
 SECOND
 SB
 VOTE:
 PASS
 FAIL

R533:16 Ratification of Designing Futures Foundation Trustee Keith Mock

RESOLVED, Keith Mock is hereby ratified as a Trustee of the Designing Futures Foundation.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>M. Anglin</i>	<i>Reviewed the resumes of the proposed Trustees.</i>
<i>L. Rothstein</i>	<i>Discussed the qualifications of Mr. Mock. The DFF is attempting to grow their ranks in an initiative to develop donors. Mr. Rothstein discussed the DFF process to locate and recruit Trustees.</i>
<i>S. Beekley</i>	<i>Voiced her support for Mr. Mock as an addition to the DFF.</i>
<i>Board</i>	<i>Discussion regarding DFF's relationship with CHAD and their role in raising funds / supporting CHAD's mission. The Board discussed ideal credentials for DFF trustees.</i>
<i>Board</i>	<i>Discussed the process of ratification of DFF Trustees</i>
<i>G. Santilli</i>	<i>Discussed the relationship between DFF, as a supporting organization and CHAD.</i>

Upon MOTION by Benjamin Lindo and SECOND by Jeffrey Kreiger the Board voted unanimously to enter CLOSED EXECUTIVE SESSION to discuss legally privileged matters.

Upon MOTION by Lance Rothstein and SECOND by Benjamin Lindo, the Board voted unanimously to enter OPEN.

Upon MOTION by Shelly Beekley and SECOND by Monique McCray the Board voted unanimously to add the following resolution to the Agenda:

R534:16 RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby authorizes and directs its general counsel to file all appropriate causes of action against the School District of Philadelphia and/or Pennsylvania Department of Education to preserve its right to receive for each student enrolled no less than the budgeted total expenditure per average daily membership of the prior school year, minus certain budgeted expenditures of the district of residence for nonpublic school programs as more fully enumerated under Pennsylvania law including but not limited to 24 P.S. § 17-1725.

By Roll Call Vote:

Marguerite Anglin (“MA”) - aye

Jeff Krieger (“JK”) - absent

Monique McCray (“MM”) – aye

Shelly Beekley (“SB”) – aye

Lance Rothstein (“LR”) – aye

Ben Lindo (“BL”) – aye

Kim Edwards (“KE”) – absent

Kelly Ganczarz (“KG”) – absent

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: MAY 24, 2016

ADJOURNMENT @ 7:30PM

MOTION

SB

SECOND

BL

VOTE:

PASS

FAIL
