

CHARTER HIGH SCHOOL FOR ARCHITECTURE + DESIGN¹

BOARD OF TRUSTEES MEETING

April 23, 2019

5:30 PM

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This April 23, 2019 meeting of the Charter High School for Architecture + Design Board of Trustees is hereby called to Order. The time is 5:36 pm. My name is Lance Rothstein I serve as the 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:
Lance Rothstein Lauren Dougherty Monique McCray Brian Berson Mary Alcaraz Alexandra Bonner Valerie Joseph-Darden Phillip Holcombe Lisa Roberts	Anthony Ewing Dr. Harold Brady Amber Fisher-Brown Michael McLeish Joseph Marzano Dr. Jason Corosanite
Board Members Absent Anthony LiVecchi	David Annecharico, Esq. Abigail Lipow, Esq. Michael Roberts, prospective Board member Maddie Hanna, Philadelphia Inquirer

B. DISCLOSURE: EXECUTIVE SESSION *BY LANCE ROTHSTEIN*

1. *I would like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this meeting.*

C. APPROVAL OF AGENDA

MOTION	R190423.01 Approval of the April 23, 2019 Agenda				
LISA ROBERTS	RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the April 23, 2019 Agenda.				
SECOND					
LAUREN DOUGHERTY					
VOTE:	<i>Notes of Discussion / Advance Regulatory and Financial Comment:</i>				
X PASS	<table border="1"> <thead> <tr> <th><i>Who</i></th> <th><i>What</i></th> </tr> </thead> <tbody> <tr> <td><i>Board</i></td> <td><i>General Discussion</i></td> </tr> </tbody> </table>	<i>Who</i>	<i>What</i>	<i>Board</i>	<i>General Discussion</i>
<i>Who</i>	<i>What</i>				
<i>Board</i>	<i>General Discussion</i>				
[] FAIL					

D. APPROVAL OF MINUTES

MOTION	R190423.02 Approval of Minutes of Meeting: March 26, 2019
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PHIL HOLCOMBE

SECOND

ALEX BONNER

VOTE:

X PASS

[] FAIL

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the March 26, 2019 meeting of the Board of Trustees of Charter High School for Architecture + Design.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION

MARY ALCARAZ

SECOND

LAUREN DOUGHERTY

VOTE:

X PASS

[] FAIL

R190423.03 Approval of Minutes of Meeting: April 18, 2019

RESOLVED, that the Board of Trustees of Charter High School for Architecture + Design hereby approves the Minutes of the April 18, 2019 meeting of the Board of Trustees of Charter High School for Architecture + Design.

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

+ *Lance Rothstein*

- *Introduced guest, Michael Roberts, as a Potential Board Member (from Leadership Philadelphia)*
 - o *Mr. Roberts currently works for PGW as Director of Engineering*

C. Committees

+ *Business Advisory Committee Annual Champagne Gala*

June 26 7:30-9:30; Honorees will be:

- o *Designing Futures Design Award - Alan Greenberger, FALA, Department Head, Architecture, Design & Urbanism Drexel University*
- o *Designing Futures Civic Award - John Grady, President and CEO PIDC, Philadelphia's public- private economic development corporation*
- o *Designing Futures Legacy Award - in memory of John Partridge, ALA, to be accepted by L2P*

+ *Marketing Committee*

Working with BAC deploy save the dates for the Open House

- o *May 1st at 6 PM*

+ *Governance Committee*

Setting up calls with current Trustees to discuss service in the coming year

D. CEO

+ *Dr. Brady*

- o *Senior Prom will be on May 23 at Tendenza, 7:00 PM*
- o *Senior graduation will take place at the Curtis Center on June 10, 6 PM*
- o *CHAD Fashion Show: will take place at the School on May 29, 1 PM and 6PM)*
 - *Two shows: one during the day and one during the evening*
 - *Fully collaborative amongst the various groups in the school*
- o *Discussed the recently completed cyclical monitoring unit facilitated by the State; Final report to be disseminated by PDE within 30-45 days*
- o *Staff updates: A new Special Education teacher has been hired; another school counselor has been hired, who will be starting May 1*
- o *Work in progress—Dr. Brady and the administration are reworking the function of staff in the building to improve effectiveness*
- o *Teaching and Learning:*
 - *Ensure that teachers aligned to provide quality education*
 - *Adding MTSS to the program (supportive services for students) for students to close their instructional gap*
- o *Keystone Exams*
 - *Ms. Fisher-Brown is still meeting with teachers and analyzing lesson plans*
 - *The staff is getting ready to implement Linkit*
 - *Using Linkit, CHAD will be able to upload SAT and PSAT scores as well to get a full picture of student progress for the entire school*
 - *Ms. Fisher-Brown is also working on teacher development with respect to the Keystone topics*

- *Specifically, how to deliver the appropriate breadth and depth of the subject*
- *College Fair was held the week of April 15*
 - *Approximately 300 students attended*
 - *19 colleges attended*

E. String Theory Schools

+ *Jason Corosanite*

- *STS team has conducted interviews with 39 faculty leaders*
- *STS is conducting Weekly meetings with teachers*
- *STS has performed a deep dive into SPED including technical support and compliance*
- *STS will be implementing school wide Professional Development for teachers*
- *Compliance: Some STS staff have been working at CHAD including Thayne Dibble (STS Compliance Officer) who will be working with Andrew Phillips on compliance*
- *SPED: Michelle Faulkner has been engaged with the SPED team on the cyclical monitoring; creating a plan for systems for IEPs; Data collection systems; created IEP tracker and spreadsheet*
 - *CHAD staff Toni Healy will be focusing on working directly in the classroom*
- *Trends that STS has found:*
 - *No day at CHAD is typical for the students*
 - *What should never change at CHAD?*
 - *Mission; majors; academic freedom; location; colleagues*
 - *What should change?*
 - *Support SPED; professional learning and development; increase communication*
- *Security: STS director of security will work with Victor and do a security assessment*
- *Infrastructure and Tech: STS technology director will be working with Jeff Speers*
- *Classrooms: Smartboard systems are dated; STS will be looking at upgrading classroom technology for teachers and students*
- *Culture and climate: Dani Shylit has been working with Jamal Elliot (a culture and climate contractor for STS) to provide coaching to CHAD teachers*
- *Data: Dina Angelina—updating all information and data; will work with SPED on Powerschool and compliance reporting*
- *Testing Assessment: Rachel Ravior – Stark 360 trial and Linkit*
- *A full time School Designer will be onsite daily to further help CHAD*
 - *Emily Walkiewicz*

F. Business Controller

+ *Michael McLeish*

- *CHAD currently has 37 Days cash on hand, which is a drop from February, due to:*
 - *Three payrolls in March and the required PSERS payment made in March*

- *Subsidy: paid for 575 students (drop from February) and approximately ten students from outside of Philadelphia (Approximately 585 students enrolled)*
 - *Expenses:*
 - *As some positions hired late, those expenses are down, but contracted services are up in replacing salaried positions*
 - *CHAD is currently operating at an 80K surplus, but anticipate unfavorable variance due to low enrollment*
 - *Cashflow statement—not much has changed since February*
 - *Projecting to end with 27 days cash on hand; Mr. McLeish walked the Board through the previously disseminated Cashflow statement*

SECTION III: UNFINISHED BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. Resolutions

MOTION

MONIQUE MCCRAY

SECOND

LANCE ROTHSTEIN

VOTE:

X PASS

[] FAIL

R190423.04 Report of String Theory Schools

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design accepts the Report of String Theory Schools 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>Jason Corosante</i>	<i>See above</i>

MOTION

LANCE ROTHSTEIN

SECOND

ALEXANDRA BONNER

VOTE:

X PASS

[] FAIL

R190423.05 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>Michael McLeish</i>	<i>See above</i>

MOTION
 LISA ROBERTS
 SECOND
 LAUREN DOUGHERTY
 VOTE:
 X PASS
 [] FAIL

R190423.06 Uniform Human Resources Resolution

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

HIRES	
NAME	TITLE
Dr. H. Stephen Brady	Chief Executive Officer (Position Change)
Amber Fisher-Brown	Assistant Principal (Position Change)

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion

MOOT

R190423.07 Professional Services

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

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

MOOT

R190423.08 Purchases

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

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What

MOTION

VALERIE JOSEPH
DARDEN

SECOND

ALEXANDRA
BONNER

VOTE:

X PASS

[] FAIL

R190423.09 Child Abuse Recognition and Reporting Policy

RESOLVED, the Board of Trustees of Charter High School for Architecture + Design ratifies and approves of the Child Abuse Recognition and Reporting Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion

MOTION

LANCE
ROTHSTEIN

SECOND

LISA ROBERTS

VOTE:

X PASS

[] FAIL

R190423.10 Procurement Policy

RESOLVED, the Board of Trustees of the Charter High School for Architecture + Design hereby ratifies and approves of the Procurement Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion

MOTION

ALEXANDRA
BONNER

SECOND

PHILIP
HOLCOMBE

VOTE:

X PASS

[] FAIL

R190423.11 Assistive Technology Policy

RESOLVED, the Board of Trustees of the Charter High School for Architecture + Design hereby ratifies and approves of the Assistive Technology Policy, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General Discussion

MOTION

LANCE

R190423.12 Amendment to String Theory Consulting Contract

ROTHSTEIN
 SECOND
 LISA ROBERTS
 VOTE:
 X PASS
 [] FAIL

RESOLVED, the Board of Trustees of the Charter High School for Architecture + Design hereby ratifies and approves of the Amendment to the Independent Contractor Agreement with String Theory Schools, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. Discussion and Announcements

1. Directives²

<i>No.</i>	<i>To</i>	<i>Directive</i>	<i>Due</i>

2. Next Board Meeting: May 28, 2019

ADJOURNMENT AT 6:46

MOTION

VALERIE JOSEPH DARDEN

SECOND

LAUREN DOUGHERTY

VOTE:

X PASS

[] FAIL

² The terms and conditions of all agreements between the Charter High School for Architecture + Design and its employees, contractors and agents contain directives to such employees, contractors and agents. Additionally, the Board of Trustees of Charter High School for Architecture + Design reserves the right to issue directives to all persons within its authority and control in any format or at any time. However, the Board reserves this Agenda item to memorialize certain of those aforementioned directives as it chooses, from time to time.