

CHESTER CHARTER SCHOOL FOR THE ARTS

BOARD OF TRUSTEES MEETING

7:00pm, Tuesday, August 15, 2017

Date of Approval: September, 19 2017

Call to Order: The Board of Trustees for the Chester Charter School for the Arts held a public Board Meeting in Chester, PA on August 15, 2017. The meeting convened at 7:00pm. An Executive Session took place in advance of the public Board Meeting to discuss personnel and litigation matters. Members of the Board in attendance (at the time of the call to order): President Don Delson, Co-Vice President Barbara Klock, Scott Beaumont, Steven Piltch, Benjamin Berger, Ramona Jones, Marcine Pickron-Davis (Ph), Joan Richards (Ph) and Head of School Akosua Watts. Absent: Dion Lewis, Co-Vice President Maurice Eldridge

Public Comments: No Comment. Present: Jennifer Shropshire & Ted Swenson

Approval of Minutes

- The Board reviewed and adopted the Minutes of the June 20, 2017 meeting of the Chester Charter School for the Arts Board of Trustees subject to changes provided during review adopted subject to corrections discussion.
 - Motion – Steven Piltch
 - Second – Scott Beaumont

President's Report

Donald Delson (President) –

- Opened up the meeting to the Strategic Planning Committee Edward Swenson & Associates (Ted Swenson and Jennifer Shropshire) to discuss the Strategic Plan. A brief question and answer discussion followed.
- The Chester Fund (TCF) Board will be holding a regularly scheduled meeting on October 10, 2017 to which the Chester Charter School For The Arts Board has been invited.
- During this meeting there will be discussion of the strategic plan including the prospect of an endowment campaign and/or a capital campaign for Phase II construction.
- Highlighted the ribbon cutting ceremony that will take place at the school's new location on August 25th, 2017.

Financial Report

Scott Beaumont (Finance Committee, Chair)

- Reviewed Balance Sheet, Cash Flow Statement and Preliminary Financial Report as of June 30, 2017.
- Provided insight about communications with the bond rating analysts from Standard & Poor's and the agency's decision to reaffirm our BB+ rating.
- Highlighted positive financial results including consistent and on time payments from the Chester Upland School District.
- Shared that The Chester Fund has dispersed the annual fund contribution to CCSA for the 2017 fiscal year and has been reflected as revenue.

School Report

Akosua Watts (Head of School) –

- Shared school highlights about the new location and operations.

- Reported that first day of school will be on September 5th, 2017.
- Received payment of \$54,000 from the Chester Community Charter School for early termination of lease from 200 Commerce Drive, Aston PA 19014.
- Shared highlights on new staffing positions and staffing shifts for the 2017-2018 school year.

Facilities Report

- No report

Strategic Planning Report

- Marcine Pickron-Davis provided an update about progress of strategic planning.
- Edward Swenson & Associates proposal (Ted Swenson and Jennifer Shropshire) discussed changes made to the strategic plan including the addition of the charter renewal as a priority objective under the organizational stability building block.
- Ted Swenson and Jennifer Shropshire discussed target areas for the Performance Indicator Dashboard and the need to develop a structure for revisiting the progress toward implementation of the strategic plan.
- Discussed the importance of the CCSA Board to increase capacity in order to support the development efforts of The Chester Fund on behalf of the school.

Governance and Nominating

- Benjamin Berger discussed proposal regarding terms for current CCSA Board members
- Discussed term limits with maximum services of 3-year terms. The Governance Committee will continue to review term limits and officer terms for future discussion.
- Discussed the need for the Board to establish a self-assessment and review performance of the collective Board and individual members each year
- Proposed moving toward implementation of the amendment to the By-Laws that was discussed in the May 19th 2016 meeting, but was never adopted. (see attached Amendment)
- Adopted motion to amend the By-Laws using that amendment from the May 19, 2016 meeting and the added sentence about staggered terms, once legal advisors have reviewed the language.
- Adopted Motion to approve these terms
 - Motion – Steven Piltch
 - Second – Barbara Klock
 - Ayes: 8 Nays: 0 Absent: 2

Academic Affairs

- Barbara Klock provided update on the Health Sciences Elective Program (HSEP) partnership with Lankineau Medical Center's Health Career Academy.
- Explained that a Health Sciences Coordinator was hired to run the schools program
- Discussed programming and funding for the HSEP and other partnerships

Human Resources

- No Report

Next Board Meeting: Tuesday September 19, 2017 at 7:00 pm preceded by an Executive Session at 6:30 pm.

Adjournment: The meeting adjourned at pm 8:13 pm

Rachel Cameron, Operations Coordinator (serving as Secretary)