

CHESTER CHARTER SCHOLARS ACADEMY

BOARD OF TRUSTEES MEETING

6:30pm, Tuesday, August 20, 2019

Date of Approval: Tuesday, September 17, 2019

Call to Order: The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA, on August 20, 2019. 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 Barbara Klock, Don Delson, Ellen Milgrim, Marilyn Henkelman, Ian Wilcox, Alice Turbville, Ramona Jones, and Head of School Akosua Watts. Absent: Dion Lewis, Joan Richards, Ben Berger

Public Comments: Public: No Comment.

Approval of Minutes

- The Board reviewed and adopted the minutes of the June 18, 2019 meeting of the Chester Charter Scholars Academy Board of Trustees subject to changes provided during review discussion.
 - Motion – Don Delson
 - Second – Marilyn Henkelman
 - Ayes: 8 Nays: 0 Absent: 3

President's Report

Barbara Klock (President) –

- Moment for Mission – Board Members reflected and discussed the question: "Why you are on the CCSA Board and how can Board Members personal and professional skills be an asset to the school?"
- Provided update on CCSA charter school renewal process and proposed charter school law changes
- Reminded the Board Committee members about Board goals for the new school year including 1) completing PDE Board webinars, 2) introducing one new person the school, 3) attending two school functions and; 4) 100% contribution to annual fund and upcoming campaign
- Shared the snapshot of the Annual Board Manual
- Handed out the Board meeting assessment for members to fill out

Financial Report

Alice Turbiville (Finance Committee, Chair)

- Alice distributed the Condensed Statement of Revenue, Expenses and Changes in Fund Balances as of August 15 2019 for Board members to review
- Reviewed Balance Sheet, Cash Flow Statement and Preliminary Financial Report as of June 30, 2019
- Confirmed that the receivable of \$600,000 has been approved and shared that CCSA was in compliance with debt covenants
- Akosua Watts shared the fees in technology services are greater than expected and asked Board to consider to move forward with the increase rates for the balance for this school year
- Scheduled annual S&P (Standard & Poor's) rating review will take place in end of October

School Report

Akosua Watts (Head of School)

- Shared school summer highlights including: meetings with leadership team to brainstorm, refine routines and structures, initiatives around the schoolwide theme "Making Excellence Ordinary".
- Mandatory Middle School Orientation and Open House will be held August 21, 2019
- Explained that staff will be teaching social and emotional programs to all students K-12.
- Reported on the graduating class and how they are handling the transition
- Shared Individual Professional foci for the year including:
 - Improving the operational functions of the school
 - Working on supporting the staff to use data to inform instruction
 - Ensuring good communication and feedback to staff members
 - Supporting development efforts of CCSA Foundations

Motion to Adjourn

- Motion – Don Delson
- Second – Barbara Klock
 - Ayes: 8 Nays: 0 Absent: 3

Next Board Meeting: Tuesday, September 17, 2019 at 7:00pm preceded by an Executive Session at 6:30pm

Adjournment: The meeting adjourned at 7:50pm

Rachel Cameron, (serving as Secretary)