

CHESTER CHARTER SCHOLARS ACADEMY

BOARD OF TRUSTEES MEETING

6:30 pm, Tuesday, June 16, 2020

Date of Approval: Tuesday, 2020

Call to Order: The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA on June 16, 2020. The meeting convened at 7:00 pm. 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 (ph), Don Delson (ph), Marilyn Henkelman (ph), Ellen Milgrim (ph), Alice Turbiville (ph), Ramona Jones (ph), Dion Lewis (ph), Ian Wilcox (ph), Ben Berger (ph), and Head of School Akosua Watts (ph). Special guests in attendance: Chris Hanlon, Executive Director CCSA Foundation (ph), Jennifer Camp (ph) acting as secretary. Absent: Joan Richards

Public Comments: No Public present.

Approval of Minutes

- The Board reviewed and adopted the minutes of the May 19, 2020 meeting of the Chester Charter Scholars Academy Board of Trustees subject to changes provided during review discussion.
 - Motion – Barbara Klock
 - Second – Ellen Milgrim
 - Ayes: 10 Nays: 0 Absent: 1

President's Report

Barbara Klock (President)

- Provided an update on committee leadership.
 - Alice Turbiville will continue to Chair the Finance Committee.
 - Dion Lewis and Ben Berger will Co-Chair the Nominating and Governance Committee.
 - Marilyn Henkelman will continue to Chair the Academic Excellence Committee.
 - Don Delson will Chair the Building and Safety Committee.
- The Board discussed and reviewed potential board member, Judy Owen and voted on her nomination
 - Motion – Barbara Klock
 - Second – Don Delson
 - Ayes: 10 Nays: 0 Absent: 1
- Officer appointments for the following year.
 - The board reviewed and voted on the appointment of officers.
 - RaMona Jones, Secretary
 - Alice Turbiville, Treasurer

- Ellen Milgrim, Vice President
 - Barbara Klock, President
 - Motion – Barbara Klock
 - Second – Don Delson
 - Ayes: 10 Nays: 0 Absent: 1
- Reminded group of upcoming board survey.
 - Dion Lewis created a self and group assessment and asked that all members fill it out when received.
- Provided an update on matters concerning the Chester Upland School District (CUSD):
 - Don Delson reviewed details of the Payment Protection Loan (PPP) - which the school received in April.
 - The deadline to file forgiveness is June 17, 2020.
 - Explained the option to extend the loan from eight weeks to twenty-four weeks, the benefit being the entire amount becomes forgivable after that time.
 - Discussed the pros and cons of the extension.
 - It was agreed that the loan would be repaid on schedule within the 8 weeks and at a loss of approximately \$88,000.
- Overview of upcoming art show.
 - CCSA Foundation will host a virtual art show and party on June 18, 2020.
 - Chris Hanlon encouraged all board members to attend and support the event.

Financial Report

Alice Turbiville (Finance Committee, Chair)

- Discussed the Condensed Statement of Revenue, Expenses and Changes in Fund Balances as of May 31, 2020 for Board members to review.
 - Board reviewed the restricted fund balance and voted to adopt Fund Balance Resolution.
 - Motion – Alice Turbiville
 - Second – Marilyn Henkelman
 - Ayes: 10 Nays: 0 Absent: 1
 - Board discussed the lease reimbursement plan and voted to adopt Lease Reimbursement.
 - Motion – Don Delson
 - Marilyn Henkelman – Second
 - Ayes: 10 Nays: 0 Absent: 1
 - Reviewed FY 2021 Budget
 - No changes in enrollment so revenue from the school district remains the same.
 - Discussed the need to shelter instructors from salary freezes. Salaries will increase by 2.7% overall.
 - Discussed necessity of SPED budget increasing in case there is buildup of assessment and therapy costs.
 - Reserve will be held for un-anticipated expenses such as technology, safety, etc. but can be reallocated as needed.
- Board voted on adopting the FY 2021 Budget as presented.
- Motion – Don Delson
 - Second – Marilyn Henkelman
 - Ayes: 10 Nays: 0 Absent: 1

School Report

Akosua Watts, Head of School/CEO

- The Board voted on decision from Executive Session
 - Motion – Marilyn Henkelman
 - Second – Don Delson
 - Ayes: 10 Nays: 0 Absent: 1

- Shared school highlights including:
 - Updates about the end of the final trimester.
 - Teachers and administrators plan to refine virtual learning skills through the summer.
 - Many grade levels celebrated with virtual recognition ceremonies, talent shows and an eighth-grade moving up ceremony, which included an official goodbye to Ny'Ques Farlow-Davis
 - His family received a certificate of completion for eighth grade and an athletic award.
 - The school named the eighth grade athletic award after Ny'Ques.
 - The school flag was returned to full staff after the eighth grade moving up ceremony.
 - On June 10, 2020, graduation was held outdoors, with limited attendance. It was broadcast on a big screen and on Facebook live.
 - Reviewed list of graduates and their post-graduate plans.

- Shared highlights of CCSA's intended involvement with addressing gun violence in Chester.
 - Initiatives are happening in Chester through legislation and social justice measures.
 - CCSA is looking for opportunities to connect with change-making groups to provide programmatic resources to students.
 - CCSA staff Dan Spangler and Michelle Freeman are assisting with in-school initiative planning.
 - Art and spoken word will be encouraged as a form of expression to fuel social activism.

- No update yet for re-opening strategy, the school and district continue to plan.

Motion to Adjourn

- Motion – Don Delson
- Second – Barbara Klock
 - Ayes: 10 Nays: 0 Absent: 1

Next Board Meeting: Tuesday, July , 2020 at 7:00pm preceded by Executive Session at 6:30pm

Adjournment: The meeting adjourned at 8:26 p.m.

Jennifer Camp, (serving as secretary)