

CHESTER CHARTER SCHOLARS ACADEMY

BOARD OF TRUSTEES MEETING

7:00 p.m., September 21, 2021

Date of Approval: Tuesday, November 16, 2021

Call to Order: The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA on September 21, 2021. 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, Ben Berger, Pam Greenblatt, Marilyn Henkelman, Frances Hoover, Judy Owen, Alice Turbiville, Ian Wilcox, Head of School/CEO Akosua Watts, Trustee Emeritus Don Delson, and Jennifer Camp, acting as secretary. Absent: Ramona Jones, Mandy Kennedy, Dion Lewis, Joan Richards. All in attendance participated via video call.

Public Comments: Members of public: Chris Hanlon, Executive Director, CCSA Foundation and Christopher Klock. No comments from the public.

Approval of Minutes

- The Board reviewed and adopted the minutes of the August 24, 2021 meeting of the Chester Charter Scholars Academy Board of Trustees
  - o Motion – Ian Wilcox
  - o Second – Marilyn Henkelman
  - o Ayes: 8    Nays: 0    Absent: 4

President's Report

Barbara Klock (President)

- Moment for Mission - Jennifer Camp shared her history with CCSA and why she is passionate about working for the school.
- COVID-19 Update
  - o School is still conducting testing through Project Ace-It.
  - o Staff testing occurs weekly; vaccinated staff can opt out.
  - o Student testing is only for symptomatic students.
  - o Ninety percent of staff is vaccinated.
  - o Positive cases in the school so far: September 6, five cases; September 13, seven cases; September 20, two cases.
- CUSD Update
  - o Chester Community Charter is still arguing to make the settlement agreement null and void. CCSA has not taken a stand on this matter.
  - o There was a discussion of potential legislative change regarding what the governor will decide.
  - o A decision to tier SPED rates could negatively impact our budget.

- There will be a hearing on this matter and Barbara Klock will keep the board informed.
- Potential Change in By-Laws
  - Summarized the potential change of by-laws regarding changing the number of trustees to be between nine and fifteen with a stipulation that if that number shall fall below nine there will not be a vacancy of more than six months. There will be an official motion on this matter at the November meeting.
- Endowment Campaign and You
  - Don and Cordelia Delson are the co-chairs of this campaign.
  - Encouraged the board to share the case statement with any interested parties.
  - Asked the group to come up with names so Chris can craft an approach and gift strategy.
  - Pledges to date are in receipt of \$4.5M.

### CCSA Foundation Update

Chris Hanlon (Executive Director, CCSA)

- Food, Art and Music Festival
  - The Event Committee has planned this school event which will be held mostly outdoors. It will feature local food and will include student and local performers and artists.
  - Prints of student artwork will be available for sale.
  - Goal of the event is to bring in new donors.
  - Chris will email the board for names to include on the mailing list..

### Committee Reports

Facilities Ad Hoc Committee, Barbara Klock for Mandy Kennedy

- Status of Modular Unit Installation
  - The facility committee met on September 15th to discuss this issue and as of that date, the school is waiting on final permit approval from the City of Chester.
  - The units are ready to deliver and can be placed temporarily in the parking lot if the assigned space is not ready for them. There is no cost to move them if this is the case.
  - BSI is ready to move quickly and has already begun ordering materials. Their subcontractors have started pulling permits.
  - Extra furniture will be repurposed for the interior space, so no delivery or delay concerns with this.
- Permanent Addition of Space
  - Exploration has begun on costs, space design and location for a permanent addition of space - approximately 3500 square feet - with a timeline goal of completion for use by August 2023.
  - Our current building took approximately 14 months to build from the start and is 90,000 square feet. We are confident that we will have enough time to design, permit and build this addition over the next 22 months.
  - The Facilities Committee will meet again on Wednesday, September 29th.

Finance Committee, Alice Turbiville (Finance Committee, Chair)

- Summary of Finance Committee Meeting
  - Reviewed August budget update

- Began work on long range financial planning
- Reviewed possible scenarios with different underlying conditions:
  - Change in reimbursement rates
  - Endowment goal
  - Funding of the new building construction
  - The committee will meet again in October and the goal is to have options to share with the board at the November board meeting and choose among scenarios to determine financial impacts.
- Modular plan
  - Funding was discussed.

#### Nominating and Governance, Ben Berger (co-chair)

- Presented results from recent board surveys on the following topics:
  - Defining the Role of Board President
  - Skills and Attributes Desired
- Process Steps and Timing
  - August - September: interviews, gather feedback and present findings
  - September - October: draft of the role design
  - September: present findings to board
  - October - November: finalize role and propose process of soliciting nominations
- There was a brief discussion about the strategic composition of the board.

#### School Report

##### Akosua Watts (Head of School/CEO)

- Back to School Nights
  - September 21: Grades K-5.
  - September 14: Grades 6-12.
  - A great opportunity to connect with families.
- Athletic Program
  - Cross Country, JV and Varsity Volleyball are competing.
  - All masked in athletic programming.
  - Basketball workouts have begun for boys.
  - Cheer Squad has begun practicing.
  - Girls basketball program is on hold at this time and we are working through options for what will be the best outcome.
- Partnership with Drexel Co-op
  - Kathleen Chimicles has funded a position for a Drexel Co-op student, who is an education major, to work with elementary students through March 2022. The position is similar to an ISA or TA.
  - Student will work alongside staff and veteran teachers who will assign and plan work.
- Modular Space
  - We are currently in the permit phase and hope to move forward with installation by mid-October.
  - Reviewed math team roles, working to develop common math language for the whole school.
  - Modular space will be for the math team; it will be called Math Minds space.
- Assessments and Impact of Covid

- Leadership is diligently working to assess students and figure out how to benchmark this year and set goals.
- It will likely be a multi-year digging out from the year away from school.
- Action steps and goals will be shared over the next few board meetings.

**Date of Next Schedule Public Board Meeting:** Tuesday, November 16, 2021 at 7:00 p.m.

**Adjournment:** The meeting adjourned at 8:35 p.m.

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Jennifer Camp, (serving as secretary)