

CHESTER CHARTER SCHOLARS ACADEMY

BOARD OF TRUSTEES MEETING

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

Date of Approval: Tuesday, February, 15 2022

Call to Order: The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA on December 21, 2021. The meeting convened at 7:01 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 and Don Delson, Trustee Emeritus. Absent: Ramona Jones, Mandy Kennedy, Dion Lewis, Joan Richards. All in attendance participated via video call.

Public Comments: No comment. Members of the public present: Chris Hanlon, Executive Director, CCSA; Christopher Klock, CCSA Foundation Board Member

Approval of Minutes

- The Board reviewed and adopted the minutes of the November 16, 2021 meeting of the Chester Charter Scholars Academy Board of Trustees. Word change by Alice Turbiville: convenance, instead of convenances.
  - Motion – Judy Owen
- Second – Ian Wilcox
  - Ayes: 8      Nays: 0      Absent: 4

President's Report

Barbara Klock (President)

- Vaccination Clinic
- Provided update on plans for potential COVID-19 vaccine event at CCSA.
- I AM Project
- Reviewed project's purpose; to provide mentorship and support to CCSA high school students.
- Provided update on kick-off party plans.

CCSA Foundation Update

Chris Hanlon, Executive Director CCSA Foundation

- Fundraising Update
- The annual fund is approximately \$100K ahead of this time last year.
- Currently planning on how to connect with donors in the spring.
- There is \$3M cash in the endowment account; with pledges, the total is \$5M.
- Personnel Update
- Amy Komarnicki is leaving CCSA for an exciting opportunity.
- Taking the next few months to evaluate the needs of that position.

- Will let the board know when ready to post the position.

### Committee Reports

#### Academic Excellence Committee, Marilyn Henkelman

- PSSA Update
- No comparative data yet from spring '21 tests, but scores reflect what was expected based on the challenges of virtual learning.
- Math Intervention/Support Program
- Theresa Cummings, founding teacher, is head of CCSA's Math Lab.
- There are now two additional teachers and one teacher assistant.
- In elementary grades results are already showing; students are requiring number fluency skills and closing gaps.
- For upper grades, there are many opportunities for enrichment built into the curriculum.
- Continuing relationship with DCCC to help support classes CCSA cannot offer.
- Career Day
- Transitioning away from single-day event and focusing more on opportunities for virtual platforms and more meaningful ways for small groups to engage with speakers/visitors in person.
- Trauma Informed teaching
- Continuing to work and receive trainings from Dr. Harrell Levy of Penn State Brandywine.
- Working on de-escalation strategies with staff and students.
- Utilizing morning meeting for K-8 along with many check-ins throughout the day for high schoolers.
- Other safety net protocols are in place; numerous pantry items are continuously available in the lobby.

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

- Judy Owen will take over as Chair of Nominating and Governance Committee.
- Plans are underway in January to confirm two potential new members, Zack Oberfield and Tom Parker, with the goal of bringing them on board in July of 2022.
- Continuing to work on nominations for board chair.
- Judy and Barbara will complete onboarding process for new board members in January 2022.
- Strategic Planning
- Ian Wilcox provided an overview of the Strategic Planning Process.
  - The firm Momentem will lead strategy efforts.
  - Board will need a Strategic Planning Committee (maximum of eight people).
  - There was a brief discussion regarding amending the timeline to include effects of the pandemic, as well as Momentem's qualifications to lead strategic planning.

#### Finance Committee, Alice Turbiville (Finance Committee, Chair)

- Revised Budget
- Largest allocation of ESSR II funds will be for new modular units: construction, leasing, personnel costs.
- Additional funds will go towards furniture and a van.
- Supplanted costs previously assumed in the budget will now be subsumed by ESSR II funds – approximately \$800K.
- Motion to accept and adopt revised budget – Alice Turbiville
- Ian Wilcox – Second

■ Ayes: 8      Nays: 0      Absent: 4

- Building Expansion
- Design work will be starting soon and may use ESSR III funds for up to \$150K. The budget would reflect this cost as a variance.

### School Report

Akosua Watts (Head of School/CEO)

- I Am Project
- Their vision is to bring social mobility to the Chester community; CCSA was handpicked by the Union Foundation as a partner in this project.
- Launched the project on December 1, 2021.
- May turn into a multi-year program.
- High School Spirit Week
- Established new award this year: The Lee Family Spirit Award (demonstrating outstanding spirit and enthusiasm), in memory of Monae and Markell Lee's mother who passed away in 2020.
- Monae was given Leading Light Award; other awards were given in grades 9, 10, 11 and 12.
- Athletics
- Basketball season began – boys varsity and junior varsity. No girls basketball team but developing strong middle school team.
- Forty percent of varsity athletes are vaccinated, and if not they are being tested twice weekly.
- Spectators are required to be masked.
- Book Fair
- There was over \$3000 in sales.
- Conferences occurred during the fair and many families rewarded students with books.
- Student Led Conferences
- This year students were charged with leading a portion of the conference to discuss their progress and goals and field questions from parents and teacher.
- Working towards students completely running conferences and setting agendas.
- Toy Giveaway
- Hosted Andrew Hicks Foundation toy giveaway.
- Distributed and gave out over 4,000 toys.
- Had storybook corner and other festivities
- Honor Roll
- 215 students were celebrated at a pancake breakfast.
- One hundred and nine students across 5<sup>th</sup>-12<sup>th</sup> grades made honor roll (all As and Bs)
- Fifty-one students across 5<sup>th</sup>-12<sup>th</sup> grades made distinguished honor roll (all As).
- This year we added academic distinction for 3<sup>rd</sup> and 4<sup>th</sup> grades, which was fifty-six students.
- Largest number of students ever to receive academic recognition.
- Senior Pinning Ceremony
- Students and families pledged their commitment to the senior year.
- Looking towards elevating the criteria in the future; asking students to complete certain tasks to be invited to the ceremony.

Adjournment: The meeting adjourned at 8:24 p.m.

Date of Next Schedule Public Board Meeting: February 15, 2022, at 7:00 p.m.