

CHESTER CHARTER SCHOLARS ACADEMY

BOARD OF TRUSTEES MEETING

7:00 p.m., March 15, 2022

Date of Approval: Tuesday, May 17, 2022

Call to Order: The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA on March 15, 2022. The meeting convened at 7:02 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, Mandy Kennedy, Judy Owen, Alice Turbiville, Ian Wilcox, Head of School/CEO Akosua Watts and Don Delson, Trustee Emeritus. Absent: Dion Lewis, Joan Richards. All in attendance participated via video call.

Public Comments: No comment. Members of the present public: Chris Hanlon, Executive Director, CCSA Foundation.

#### Approval of Minutes

- o The Board reviewed and adopted the minutes of the February 15, 2022 meeting of the Chester Charter Scholars Academy Board of Trustees
  - o There were two corrections on page 2 – the spelling of Zach Oberfield’s last name and the amendment to great-grandparent pertaining to Mr. Shields
    - Motion – Ben Berger
    - Second – Mandy Kennedy
- Ayes: 9 Nays: 0 Absent: 2

#### President’s Report

Barbara Klock (President)

- Provided an overview of the Fair Funding Trial, including closing arguments which took place on March 10, 2022

#### Committee Reports

Strategic Planning, (Ian Wilcox)

- Provided overview of consulting firm Momentem’s recent visit to CCSA
  - o Firm met with all current CCSA Directors who were interviewed 1:1
  - o Toured the building, visited many classrooms
  - o Interviewed several students
  - o Ate lunch in the cafeteria alongside students
- Reviewed upcoming meeting dates and processes for strategic planning procedures
- Clarified interview process for CCSA board members

Finance Committee, Alice Turbiville (Committee Chair)

- February Budget Results
  - o Projected increased surplus, which includes ESSR grant in current FY, will be approximately \$700K.
  - o Currently have approximately 244 days of cash on hand
  - o New funds coming from ARP/ESSR will total approximately \$2.9M and will go largely towards personnel
  - o Will present preliminary budget for next year at the meeting in May
- Building Expansion
  - o There is a working budget of \$3.5M, which includes cost estimates for technology, furniture, etc.
  - o The board will need to vote to approve continuing the design work in order to move forward in budgeting.
- S&P Review will take place in April and will entail regular rate and review process

- There was a brief discussion about the potential financial effect on the school's budget of rising inflation rates

#### Facilities, (Mandy Kennedy)

- Overview of meeting with Linn Architects
  - Received a contract and description of all services that will be supplied
  - Board will need to approve design development which will provide working drawings that can be submitted to BSI
  - Projected cost for design development is approximately \$211K
  - Project will not need permits or stormwater reassessment and there will unlikely be substantial land work to fund
  - Contract has been forwarded to lawyers
- Reviewed floor plan of new construction
  - 9 new classrooms in total
  - Staircase was moved to accommodate better flow of student traffic
  - No need to add bathrooms
  - Additional expense will be spent on initial structure in order to prepare for the eventual addition of the third floor
  - There was a brief discussion regarding the efficacy of having moveable/mobile walls in any classrooms in case there is a need to change room sizes in the future
- Vote to move forward with the next phase of the design process
  - Motion to Approve Contract plans – Alice Turbiville
  - Mandy Kennedy – second
    - Ayes: 9 Nays: 0 Absent: 2

#### Nominating and Governance, Judy Owen (Committee Chair)

- Protocol for Board Leadership
  - Search will happen in as transparent way as possible
  - Barbara will reach out to those members who have expressed interest in board leadership
  - New board president will spend one year as president-elect learning under Don Delson
  - Expected term for new president will be three years with an option to renew for another three
  - New vice-president will take that position with a commitment to becoming the next president
- Potential Board Members
  - Mr. Shields declined the invitation to serve as parent/guardian member. Lauren White is the new parent candidate. She is a parent to a current 1<sup>st</sup> grader as well as a 2021 graduate.
  - Bill Cumby, friend of Judy Owen and former business partner of Don Delson, has been put forward as candidate. He began as an educator before starting his company, W.S. Cumby and Sons. He also has an MBA and would bring expertise in finance and facilities. Ben Berger, Barbara Klock and Ian Wilcox will conduct interviews.
- Onboarding
  - On March 2, 2022, Mandy Kennedy, Frances Hoover and Pam Greenblatt went through official new member onboarding process.
- PA Department of Education trustee training
  - Encouraged members to view videos:
    - <https://www.education.pa.gov/Schools/Governance/Act55/Pages/Charter-School-Trustees-Training.aspx>
- Charter of Committee
  - Provided overview of change that will be presented formally at the May 17 meeting: Current charter asks that board surveys are conducted twice a year, along with biannual self-assessments. Committee decided once a year would suffice. Ian Wilcox will supply a useful survey metric.

#### School Report

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

- Overview of Second Trimester
  - Currently in process of conducting student-led conferences
  - Middle School and High School had public dance performances on March 8 and 10 respectively

- o Soccer for Success began on March 15
- o Track started for Middle School and High School
- o After school program resumed on February 22
- o Scholastic Book Fair will be held March 16-22
- Mask-optional transition
  - o School went mask optional on March 14
  - o Surveyed the CCSA staff before final decision was made
  - o Worked with the CUSD superintendent and two other schools in the district to coordinate and time messaging to the community.
  - o Testing is available for symptomatic students and asymptomatic staff testing will continue weekly
- PSSA and Keystone results
  - o Provided overview and context for 2021 results
  - o Showed comparison results between CCSA and other CUSD schools
  - o There was a brief discussion regarding the learning gap, particularly in math

Adjournment: The meeting adjourned at 8:41 p.m.

Date of Next Schedule Public Board Meeting: May 17, 2022, at 7:00 p.m.