

CHESTER CHARTER SCHOLARS ACADEMY

BOARD OF TRUSTEES MEETING

7:00 p.m., June 18, 2023

Date of Approval: Tuesday, August 20, 2023

Call to Order: The Board of Trustees for the Chester Charter Scholars Academy held a public Board Meeting in Chester, PA on June 18, 2024. The meeting convened at 7:05 p.m. 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 Donald Delson, Ben Berger, Bill Cumby, Pam Greenblatt, Marilyn Henkelman, Frances Hoover, Judy Owen, Alice Turbiville, and Head of School/CEO Akosua Watts (via Zoom). Absent: Chris Klock, Zach Oberfield, Lauren White.

Public Comments: Nicole DeRitis, Head of Elementary, joined for the Nom/Gov report section of the meeting (via Zoom).

Approval of Minutes

- The Board reviewed and adopted the minutes of the May 21, 2024 meeting of the Chester Charter Scholars Academy Board of Trustees
 - Motion – Marilyn Henkelman
 - Second – Judy Owen
 - Ayes: 8 Nays: 0 Absent: 3

President's Report, Don Delson (President)

- Charter Renewal
 - Mr. Delson provided an update on the next meeting with the receiver, which is scheduled for August 29.

Committee Reports

Nominating and Governance, Judy Owen

- Nepotism Policy
 - Nicole DeRitis, Head of Elementary, provided an overview of an elementary teaching candidate in question, detailing the candidate's interview and demonstration lesson.
 - Ms. Owen summarized the final draft of CCSA's Nepotism Policy.

Mr. Delson called for a motion to approve CCSA's Nepotism Policy.

- Motion – Marilyn Henkelman
- Second – Bill Cumby
 - Ayes: 8 Nays: 0 Absent: 3

Finance Committee, Alice Turbiville

- Fund Balance Resolution
 - Ms. Turbiville summarized the proposed Fund Balance Resolution, which includes \$7.8M committed for future lease obligations, in accordance with the adopted fund balance policy, to take effect June 30, 2024.

Mr. Delson called for a motion to approve the Fund Balance Resoluiution.

- Motion – Judy Owen
- Second – Alice Turbiville
 - Ayes: 8 Nays: 0 Absent: 3

- FY 2025 Budget

Revenues

- Enrollment stands at 700 students, with 21% in Special Education (150 students). CUSD settlement rates for Regular and Special Education remain in place through 2024-25.
- A 3% growth in reimbursement rates for Regular and Special Education students from districts outside CUSD is projected.
- Interest revenue is forecasted at \$399K, a 5% reduction from last year's projection.
- Foundation contributions total \$600K, with \$400K unrestricted and \$200K restricted. Additional funds include \$274K from 2023-24, \$88K from a Board-designated endowment, and \$387K from the NMTC structure.
- State and federal grants include the 21st Century Grant of \$450K and ARP ESSER, with \$144K allocated for salaries and benefits in Q1 of FY25.
- Total Revenues: \$14,532,422.

Expenditures

- Personnel: Staffing includes 43 teachers, 10 assistants, 21 special education staff, 20 administrators, 1 nurse, and 3 operations staff, totaling 98 FTEs. Salary increases of \$4,000 for teachers and administrators, and \$2,000 for other staff, result in a 5.7% salary budget increase. Personnel costs rise by ~\$627K (8%) compared to FY24.

- Non-Personnel: Spending decreases by \$70K due to the elimination of construction and facility rental costs, while other expenses increase by 3%. Principal and interest payments on the 2016 bonds total \$2,099,960.

Bottom Line

- Net Income: \$212,601
- Debt Service Coverage Ratio (DSCR): 1.13
- Days Cash on Hand (COH): 239.31

Mr. Delson called for a motion to approve the FY2025 budget.

- Motion – Alice Turbiville
- Second – Marilyn Henkelman
 - Ayes: 8 Nays: 0 Absent: 3

School Report, Akosua Watts

- Enrollment Update
 - Budget Target: 699/140 (Total/SPED) vs. Actual: 688/160
- Senior Update
 - 51 seniors graduated on time. Three seniors were unable to walk on graduation day due to summer credit recovery requirements. Provided they meet the expectations, they will receive their diplomas in August.
 - Ms. Watts provided an overview of graduates' post-secondary plans.
- PSSA Results
 - Ms. Watts provided an overview of Spring 2024 PSSA testing results, not including Science results, which will be released later in the summer.

Adjournment: The public meeting adjourned at 8:11 p.m.

Date of Next Scheduled Public Board Meeting: August 20, at 7:00 p.m.