

MEMPHIS STREET ACADEMY CHARTER SCHOOL

2950 MEMPHIS STREET
PHILADELPHIA, PA 19134

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE CALL

DATE & TIME:
NOVEMBER 13, 2024
6:00 P.M.

MINUTES

SECTION I: CALL TO ORDER

Opening Colloquy

This meeting of the Memphis Street Academy Charter School Board of Trustees is hereby called to order. The time is 6:01 p.m. My name is Pablo Mateo. I am the Vice-President of this Board of Trustees, and I will facilitate this meeting.

This is a public meeting that was properly noticed in the Philadelphia Daily News and pursuant to the Pennsylvania Sunshine Act. The public notice included instructions for how the public could participate in tonight's meeting.

All members of the public are welcome to sit and listen to the Board of Trustees conduct its business tonight. Members of the public who have registered with the Administrative Office to participate in public comment by 5:00 p.m. on the day before this scheduled meeting may participate in public comment. At this time, I would ask that the Executive Administration submit the list of commenters to our General Counsel. Comments will be limited to three minutes unless the Board decides to grant additional time.

At this time, I will ask that Roll Call be taken.

A. ROLL CALL

Board Members Present:	By Invitation: Non-Board Members:
Michelle Campellone Barbara L. Saunders Pablo Mateo Stacey Schellinger Board Members Absent: Sandra Farmer Miguel Diaz	Steven Bilski Ashley Redfearn Kristine Magargee Scott Kramer Samuel Mercanti Dean Krebs, Esq.

B. DISCLOSURE: EXECUTIVE SESSION *BY SANDRA FARMER*

I'd like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this meeting.

C. APPROVAL OF AGENDA

MOTION:

BARBARA SAUNDERS

SECOND:

MICHELLE CAMPPELLONE

VOTE:

PASS

FAIL

R241113.01 Approval of the November 13, 2024 Agenda

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the November 13, 2024 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

D. APPROVAL OF MINUTES

MOTION:

BARBARA L. SAUNDERS

SECOND:

STACEY SCHELLINGER

VOTE:

PASS

R241113.02 Minutes of the October 9, 2024 Meeting

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School hereby approves the Minutes of the October 9, 2024 meeting of the Board of Trustees of Memphis Street Academy Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General discussion

SECTION II: REPORTS

A. COMMUNITY COMMENT

None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
None	None

B. MEMPHIS STREET ACADEMY CHARTER SCHOOL CEO

- a. *Mr. Steven Bilski, CEO of MSA*
 - i. *Reviewed and discussed with the Board the November 2024 CEO report, previously disseminated to the Board*
 - ii. *Shared that 275 students were eligible to attend 1st Q attendance trip;*
 - iii. *Informed the Board that enrollment was just under 500;*
 - iv. *Shared with the board Hispanic Heritage month door decorating and pajama day;*
 - v. *Shared with the Board Philadelphia Safety School Tour;*
 - vi. *Shared with the Board Instructional PD performed by APS coaching in areas of ELA, Social Studies, and Mathematics; and*
 - vii. *Informed that Board of the ongoing work to bolster writing support in social studies.*

C. AMERICAN PARADIGM SCHOOLS CEO

- a. *Ms. Ashley Redfearn, CEO of APS*
 - i. *Reviewed and discussed with the Board the November 2024 APS report, previously disseminated to the Board; and*
 - ii. *Shared with the Board an upcoming Metro Philadelphia news article referring to MSA.*
- b. *Mr. Scott Kramer, CTO of APS*
 - i. *Reviewed and discussed with the Board the November 2024 APS report, previously disseminated to the Board;*
 - ii. *Noted that, effective January 1, 2205, exempt salary threshold is being increased, and that there will be a new employee category. Noted 10 employees impacted at MSA; and*
 - iii. *Shared with the Board the continued participation in utilizing Temple.*
- c. *Ms. Kristine Magargee, CAO of APS*
 - i. *Reviewed and discussed with the Board the November 2024 APS report, previously disseminated to the Board.*

MS. SANDRA FARMER, TRUSTEE, JOINED THE MEETING AT 6:40PM

D. BUSINESS CONTROLLER

- a. *Mr. Samuel Mercanti, Santilli & Thompson, LLC*

- i. Reviewed and discussed with the Board the September 2024 financials;
- ii. Informed the Board of budgeted students and what MSA was paid for;
- iii. Informed the Board that the school had 164 days of cash on hand; and
- iv. Shared audit will be received soon.

b.

E. GENERAL COUNSEL

a. *Dean Krebs, Esq.*

- i. Reviewed agenda with the Board

SECTION III: OLD BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:

PABLO MATEO

SECOND:

BARBARA L. SAUNDERS

VOTE:

PASS

FAIL

R241113.03 Report of the Business Controller

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School accepts the Financial Report of the Business Controller and all documents submitted thereby, which shall be incorporated into the record of this meeting.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

MOTION:

PABLO MATEO

SECOND:

BARBARA L. SAUNDERS

VOTE:

PASS

FAIL

R241113.04 Human Resources Resolution

RESOLVED, that the Board of Trustees of Memphis Street Academy Charter School accepts the Human Resources changes, modifications, and additions, as presented.

NEW HIRE / RATE CHANGE / POSITION CHANGE / RETURN LOA		
NAME	POSITION	START DATE
None	None	None

RESIGNATION / TERMINATION / LOA		
NAME	POSITION	EFFECTIVE DATE
Michael Gaffney (resignations)	Art Teacher	10/25/24

Irisol Delgado (resignations)	SPED Teacher	11/1/24
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Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:
PABLO MATEO
SECOND:
BARBARA L.
SAUNDERS
VOTE:
 PASS
 FAIL

R241113.05 Professional Services Contract/s Resolution

RESOLVED, the Professional Services Contract/s and associated report/s listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate contract/s for the professional services described below;

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effectuate this resolution.

Contractor	Amount	Comment: Terms and Conditions
Bustleton Services	<u>Plowing</u> 1"-4": \$937.50 4.1" – 7": \$1,187.50 7.1" – 11": \$1,437.50 11" +: \$1,937.50 <u>Shoveling</u> 1"-4": \$437.50 4.1" – 7": \$687.50 7.1" – 11": \$1,062.00 11": \$1,437.50 Salt Application: \$2000/each	Snow Removal Services

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

MOTION:

MICHELLE
CAMPELLONE

SECOND:

BARBARA L.
SAUNDERS

VOTE:

[X] PASS

[] FAIL

R241113.05 Employee Regulation Compliance

WHEREAS, the United States Department of Labor (“DOL”) has implemented certain regulatory changes, including those impacting the Fair Labor Standards Act (“FLSA”);

RESOLVED, the Board of Trustees of Memphis Street Academy Charter School hereby directs and authorizes the Chief Executive Officer, in consultation with the Business Controller and General Counsel, to take all necessary action to ensure compliance with these and other DOL regulations, including those impacting the FLSA (the “Compliance Action”).

FURTHER RESOLVED, such Compliance Action shall include, but is not limited to, reviewing all employee salaries and responsibilities to determine appropriate classification and recommending compensation changes for the Board’s consideration, as may be applicable; and

FURTHER RESOLVED, the Chief Executive Officer shall update the Board of all actions taken, and which may need to be taken, to comply with the applicable regulations.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>S. Kramer</i>	<i>Shared regulatory changes and purpose of resolution</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: DECEMBER 11, 2024 AT 6:00 P.M.

ADJOURNMENT AT 7:40P.M.

MOTION:

MICHELLE CAMPELLONE

SECOND:

BARBARA L. SAUNDERS

VOTE:

[X] PASS

[] FAIL