

# TACONY ACADEMY CHARTER SCHOOL

6201 Keystone Street  
Philadelphia, PA 19135

## BOARD OF TRUSTEES MEETING

### LOCATION

ZOOM CONFERENCE CALL DUE TO STAY AT HOME ORDER BY THE GOVERNOR

### DATE & TIME

OCTOBER 21, 2020

**6:00PM**

## Minutes

### SECTION I: CALL TO ORDER

#### Opening Colloquy

This meeting of the Tacony Academy Charter School Board of Trustees is hereby called to Order. The time is 5:56 p.m. My name is Barbara Saunders. I am the President of this Board of Trustees and I will facilitate this meeting.

As we know, Governor Wolf of the Commonwealth of Pennsylvania has declared a state of emergency in response to the global Coronavirus pandemic. In order to protect the health, welfare, and safety of the school community, this meeting is being held via teleconference. This is a public meeting that was properly advertised pursuant to the Pennsylvania Sunshine Act in the Philadelphia Daily News. 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 p.m. on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters to our legal 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**

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
<p>Barbara L. Saunders  Jen Ragen  Kelly Lorah  Anita Vega-Kaiser  Sandra Farmer  Dr. Ronald Whitaker  Lionel S. Archer, Jr.</p> <p><b>Board Members Absent:</b></p>	<p>Thomas Scheid  Ryan Strasko  Jessica Harron</p> <p>Peter Costa</p> <p>Ashley Redfearn  Katie Santilli</p> <p>David Annecharico, Esq.  Dean Krebs, Esq.  Jessica Bassett</p> <p>Stephanie Felder</p>

**B. DISCLOSURE: EXECUTIVE SESSION BY BARBARA L. SAUNDERS**

*1. I would 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.*

**B. Approval of Agenda**

MOTION  
JEN RAGEN  
SECOND  
KELLY LORAH  
VOTE:  
 PASS  
 FAIL

**R201021.01 Approval of the October 21, 2020 Agenda**

RESOLVED, that the Board of Trustees of Tacony Academy Charter School hereby approves the October 21, 2020 Agenda.

*Notes of Discussion / Advance Regulatory and Financial Comment:*

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

**C. Approval of Minutes**

MOTION  
ANITA VEGA-KAISER  
SECOND

**R201021.02 Minutes of the September 16, 2020 Meeting**

RESOLVED, that the Board of Trustees of Tacony Academy Charter School hereby approves the Minutes of the September 16,

RONALD  
WHITAKER

VOTE:

PASS

FAIL

2020 meeting of the Board of Trustees of Tacony Academy Charter School.

**Notes of Discussion / Advance Regulatory and Financial Comment:**

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

**SECTION II: REPORTS**

**A. Community Comment**

None

**Notes of Discussion / Advance Regulatory and Financial Comment:**

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

**B. Tacony Academy Charter School CEO**

- a. *Mr. Thomas Scheid—Chief Executive Officer of Tacony Academy Charter School*
  - i. *Reviewed and discussed with the Board the October 2020 CEO Report, as previously disseminated;*
  - ii. *Informed the Board of current enrollment, which was at 1190;*
  - iii. *Informed the Board that TACS had a “High Growth Rating” for Math and ELA, according to Great Philly Schools;*
  - iv. *Reviewed and discussed with the Board the HR changes and corresponding use of Title I funds;*
  - v. *Indicated to the Board that the school administration had worked on improving attendance, which resulted in an increase attendance rate. Notably, the lowest attendance in the elementary grades was 95%;*
  - vi. *Advised the Board that the school is utilizing FOCUS to improve parent involvement with their students’ academics;*
  - vii. *Informed the Board that “Back to School Night” was held virtually on October 14, 2020;*
  - viii. *Updated the Board on sports and activities; the September edition of “The Tacony Times,” the school newspaper; and professional development related to new software;*
  - ix. *Indicated to the Board that there was recent PD to learn new software;*
  - x. *Informed the Board that TACS was approved of Summer Seamless Opinion through NSLP due to COVID;*
  - xi. *Expressed to the Board the support provided by APS regarding CSO epicenter submittals and grants/state reporting requirements;*

- xii. *Indicated to the Board the recent attendance by school administration at a Title I conference;*
- xiii. *Informed the Board of the numerous grants that TACS has been awarded: ESSER, Special Education COVID-19 Impact Mitigation Grant, Continuity of Education Equity Grant, PCCD, and Food Service Grant;*
- xiv. *Reviewed and discussed with the Board the facilities changes, including HVAC proposals and planning a meeting with FVII's Board of Trustees regarding Blackney & Hayes;*
- xv. *Introduced to the Board Ms. Stephanie Felder, teacher at Tacony Academy Charter School and Ms. Felder shared with the Board her educational and professional background, indicating a background in nutrition education and school administration.*
  - 1. *Informed the Board that they attended a multi-cultural conference earlier this year and that Mr. Scheid had asked Ms. Felder to be TACS Diversity and Inclusion Coordinator;*
  - 2. *Answered Board questions regarding working with inclusion related groups in the school by indicating that such groups could be clubs or sports—the goal is to be proactive, such as creating a diversity club;*
- xvi. *Answered Board questions regarding attendance standards and how this impacts HS attendance;*
  - 1. *Ms. Jessica Harron, Principal of Tacony Academy Charter School, advised that the school is tracking attendance closely to determine patterns as to why students are not attending.*
    - a. *Indicated to the Board that 95%+ is the goal and proposed that it may benefit students to be given a call before class;*
  - 2. *Ms. Ashley Redfearh, Executive Director of American Paradigm Schools, clarified to the Board that the percentage goal is not 95% daily attendance but a number of students attending 95% of the days.*
  - 3. *Board members made recommendations to use a Pareto chart to cross reference efforts being made and their impact on attendance.*
  - 4. *Dr. Kristine Magargee, Chief Academic Officer of American Paradigm School, discussed the distinctions between synchronous and asynchronous instruction and its impact on attendance.*
- b. *Mr. Ryan Strasko—Principal of Tacony Academy Charter School*
  - i. *Reviewed and discussed with the Board the October 2020 CEO Report, as previously disseminated;*

- ii. *Reviewed and discussed with the Board recent changes at the elementary level;*
- iii. *Discussed with the Board the CSP process of how the school will use the program to assist struggling students in a remote setting, and hopes to continue doing so even once back in school;*
- iv. *Informed the Board that only students who are authenticated users can enter Zoom meetings, which enhances attendance/security;*
- v. *Informed the Board that “Back to School Night” was successful in creating meaningful interactions among the school community.*

**C. American Paradigm Schools CEO**

- a. *Ms. Ashley Redfearn—Executive Director of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the October 2020 APS report, previously disseminated.*
  - ii. *Indicated to the Board that APS will work with TACS to provide further attendance data;*
  - iii. *Reviewed and discussed with the Board the goals/mission of APS;*
- b. *Ms. Katie Santilli—Chief Business Officer of American Paradigm Schools*
  - i. *Informed the Board that APS assisted with recent epicenter uploads;*
  - ii. *Informed the Board that APS assisted with recent HVAC public bidding;*
- c. *Mr. Scott Kramer—Chief Talent Officer of American Paradigm Schools*
  - i. *Advised the Board that APS has screened well over 600 applicants across all schools, with resulted in 60 offers;*
  - ii. *Informed the Board that APS is working on a Job Analysis Initiative to update job descriptions which will increase job performance evaluations and provide clarity on specific job roles.*
- d. *Ms. Kristine Magaragee—Chief Academy Officer of American Paradigm Schools*
  - i. *Informed the Board the school is instructing at grade level standards and scaffolding up to those standards where necessary;*

- ii. *Informed the Board about professional development to get all teachers updated on use of software and other programs during remote instruction;*
- iii. *Informed the Board that the Director of Math has been collaborating with TACS;*
- iv. *Informed the Board that teachers are more comfortable with Eureka now;*
- v. *Informed the Board that scope and sequence has been updated for remote learning;*
- vi. *Informed the Board that biweekly “learning walks” were occurring with school leaders;*
- vii. *Informed the Board that Wit & Wisdom implementation is still occurring, and that TACS benefited from having this program prior to going remote;*
- viii. *Informed the Board that academic coaching was still ongoing with 4-5 interactions per week with teachers;*
- ix. *Informed that Board that NTI participants attended a recent session and drops-in hours were still occurring;*
- x. *Reviewed and discussed with the Board the Pupil Services updates, including that APS continued to support ELD, SPED, counselors, who have difficult jobs while remote; and that APS was working closely with legal to improve SPED needs in light of new guidance;*
- xi. *Reviewed and discussed with the Board Student Services updated, including the continued close interaction with students, in particular with working towards college.*
- xii. *Provided the Board a broad overview of areas that the data team is focusing on, such as STARR;*
- xiii. *Informed the Board that employees were impressed that Board members attended their induction and the Board discussed attending future meetings.*

#### **D. General Counsel**

- a. *David Annecharico, Esq.*
  - i. *Informed the Board of important IDEA guidance concerning COVID and that the school needs to pay close attention to exceptional scholars;*
  - ii. *Reviewed and discussed with the Board PDE guidance regarding IDEA evaluations and reevaluations;*

- iii. *Informed the Board that the USDE has informed PDE that schools must continue IDEA and must assess for potential recoupment to bring students back to where they would have been if there had been no school closure;*
- iv. *Shared and discussed with the Board PDE recommendations about reopening related to percentile of COVID cases;*
- v. *Informed the Board that due to increase regulatory and compliance requirements in recent years, recommended utilizing of a platform called Municode that collated all applicable policies, the cost of which was \$2000/year;*
- vi. *Informed the Board that Ms. Saunders and Legal are working on a Board Training manual.*

**E. Business Controller**

- a. *Reviewed and discussed with the Board the September 2020 Financial Report*
  - i. *Indicated that the revised budget will be provided during November meeting;*
  - ii. *Informed the Board that the school was on target as far as budgeted students;*
  - iii. *Informed the Board that there was \$5M in cash, representing 111 days;*
  - iv. *Informed the Board that there was \$515k in disbursements; and*
  - v. *Answered Board questions regarding Treasurer report.*

**SECTION III: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION  
 KELLY LORAH  
 SECOND  
 JEN RAGEN  
 VOTE:  
 PASS  
 FAIL

**R201021.03 Report of the Business Controller**

RESOLVED, the Board of Trustees of Tacony 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  
 LIONEL ARCHER  
 SECOND  
 JEN RAGEN  
 VOTE:  
 PASS  
 FAIL

### **R201021.04 Approval of Annual Financial Report**

RESOLVED, the Board of Trustees of Tacony Academy Charter School hereby approves of the Annual Financial Report, as presented.

*Notes of Discussion / Advance Regulatory and Financial Comment:*

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

MOTION  
 KELLY LORAH  
 SECOND  
 LIONEL ARCHER  
 VOTE:  
 PASS  
 FAIL

### **R201021.05 Uniform Human Resources Resolution**

RESOLVED, the Board of Trustees of Tacony Academy Charter School ratifies the human resources changes, modifications and additions as presented.

<b>HIRES / POSITION CHANGE</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Adams, Michele (position change)	Full-time Instructional Assistant	10.01.20
Allen-Harris, Shaneice (position change)	Full-time Instructional Assistant	10.01.20
Beideman, Regina (position change)	Full-time Instructional Assistant	10.01.20
Cox, Kishana (position change)	Full-time Instructional Assistant	10.01.20
Doughty, Dominique (position change)	Full-time Instructional Assistant	10.01.20
Ellsworth, Jodi (position change)	Full-time Instructional Assistant	10.01.20
Franklin, Jaqueline (position change)	Full-time Instructional Assistant	10.01.20
Freeland - Perez, Emily (position change)	Full-time Instructional Assistant	10.01.20
Lance, Anna (position change)	Full-time Instructional Assistant	10.01.20
Lopez, LizMarie (position change)	Full-time Instructional Assistant	10.01.20
McCurdy, Michael A. (position change)	Full-time Instructional Assistant	10.01.20
Morales Acevedo, Yesinette (position change)	Full-time Instructional Assistant	10.01.20
Neith, Michelle (position change)	Full-time Instructional Assistant	10.01.20
Nurse, Nimar (position change)	Full-time Instructional Assistant	10.01.20
Smith, Lisa (position change)	Full-time Instructional Assistant	10.01.20
Swedowsky, Marcella (position change)	Full-time Instructional Assistant	10.01.20



Taylor, Lisa (position change)	Full-time Instructional Assistant	10.01.20
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<b>TERMINATIONS / RESIGNATIONS</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
None	None	None

**Notes of Discussion / Advance Regulatory and Financial Comment:**

<b>Who</b>	<b>What</b>
<i>Board</i>	<i>General discussion</i>
<i>T. Scheid</i>	<i>As discussed previously</i>

MOTION  
 JEN RAGEN  
 SECOND  
 LIONEL ARCHER  
 VOTE:  
 PASS  
 FAIL

**R201021.06 Uniform Professional Services Resolution**

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

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract/s based upon these Professional Services Proposal/s;

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

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
Bustleton Services, Inc.	Varied rates depending on snow accumulation.	Snow removal 1330 Rhawn St.
Bustleton Services, Inc.	Varied rates depending on snow accumulation.	Snow removal 6201 Keystone St.
Intelligent Networks	Minimum \$9,600/month Addition services, as requested at varied rates	Information Technology service provider
Limbach	\$41,707.00	HVAC services

**Notes of Discussion / Advance Regulatory and Financial Comment:**

<b>Who</b>	<b>What</b>
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MOOT

<i>Board</i>	<i>General discussion</i>
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**R201021.07 Uniform Purchases Resolution**

RESOLVED, the Purchase Proposal/s and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract/s based upon these Purchase Proposal/s;

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

Contractor	Amount	Comment: Terms and Conditions
None	None	None

**Notes of Discussion / Advance Regulatory and Financial Comment:**

<i>Who</i>	<i>What</i>
<i>N/A</i>	<i>N/A</i>

MOTION

ANITA VEGA-KAISER

SECOND

KELLY LORAH

VOTE:

[X] PASS

[ ] FAIL

**R201021.08 Approval of PHLConnectED Memorandum of Understanding**

RESOLVED, the Board of Trustees of Tacony Academy Charter School hereby approves of the PHLConnectED Memorandum of Understanding, as presented.

**Notes of Discussion / Advance Regulatory and Financial Comment:**

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

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: NOVEMBER 18, 2020 @ 6:00PM

**ADJOURNMENT AT 7:13PM**

MOTION

ANITA VEGA-KAISE

SECOND

LIONEL ARCHER

VOTE:

PASS

FAIL

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