

**FOLK ARTS-CULTURAL TREASURES CHARTER SCHOOL
BOARD OF TRUSTEES MEETING**

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, August 21, 2019, 6:30 p.m.

MINUTES

Present: Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Allaire Wohlgemuth

Absent: Amanda Thai, Pooja Agarwal

Leave of Absence: Laurence Tom

Staff Present: David Brown, Pheng Lim, Ricque Porter, Ellen Somekawa

Public Present: Yi Liu (interpreter)

I. Call to Order: Selina Morales

II. Swearing in Allaire Wohlgemuth, Board Member Selina Morales

“I do solemnly affirm that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of the office of Board of Trustees Member with fidelity.”

III. Laurence Tom Leave of Absence

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School authorizes Laurence Tom to take a leave of absence from the Board between August 2019 and January 2020. During this time, neither Mr. Tom’s membership on the Board nor absences from meetings will be included in calculations for the purposes of constituting a quorum or meeting Board Members’ expectations for attendance.

Moved: Heather Davis-Jones

Seconded: Ed Nakawatase

Yes: Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Allaire Wohlgemuth

IV. Development Committee Selina Morales

- Board pledges for the 2019-20 school year
- 5K Working Session
 - September 20 is a hard deadline for getting sponsorships firmed up if they want their names or logos on the t-shirts
 - Ricque will send out templates for reaching out for sponsorships
 - Forming fundraising teams is a good way of bringing in participants and donations

V. Principal’s Report Pheng Lim

- New teacher orientation this week
- Presented at the Picasso Project and is invited to participate in another forum about arts and student success

Executive Director's Report

Ellen Somekawa

- Construction on the first and second floor renovation is proceeding and is expected to be completed by early October.
- The Charter School Renewal process is demanding but is in process. The school is meeting the timelines for the renewal process. Document reviews and audits are occurring this week. A site visit will occur in October.

VI. Approval of the Minutes

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Board of Trustees Meeting Minutes of July 17, 2019.

Moved: Tim Matheney

Seconded: Neeta Patel

Voted Yes: Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Allaire Wohlgemuth

Abstained: Heather Davis-Jones

VII. Finance Report

Report

David Brown

- Should we return to FDIC insurance limits concerns that we have discussed in the past?
 - Finance Committee will discuss this as well as the question of how we will characterize our surplus.
- Will also need to convene another audit committee soon

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the financial statements of June 30, 2019.

Moved: Neeta Patel

Seconded; Heather Davis-Jones

Voted Yes: Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel

Abstained: Allaire Wohlgemuth

VIII. Other Committee Reports

Nominations Committee

- Laurence Tom is going on leave of absence
- Amanda Thai is moving to New York City in October
- Nominations Committee is interviewing two prospects
- Board members are encouraged to think about people whom it would be good to engage in FACTS either as a prospective board member or as a committee member or supporter

Strategic Planning Working Group

- RFP has been circulated. Two firms are responding by the end of August.

IX. Policy Committee Report

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Employee Handbook 2019 revision.

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Truancy Policy.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the All Hazards Plan.

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revised Accounting Manual.

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the revision to the Code of Conduct.

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School affirms the Anti-Bullying Policy.

Moved #4-9: Tim Matheney

Seconded: Ed Nakawatase

Voted Yes: Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Allaire Wohlgemuth

X. Other Action Items

10. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Watchdog Real Estate Project Management for the provision of real estate project management services in an amount not to exceed \$50,000.

11. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with EFS Entertainment Flooring Systems for the provision of wooden flooring in an amount not to exceed \$12,000. [\$10,000 of this is supported through grant funding]

12. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Enspire Consulting Group for the provision of school psychologist services in an amount not to exceed \$65,000

13. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves entering into a Memorandum of Understanding with Drexel University for the placement of student teachers at FACTS.

XI. Executive Session

- For the purpose of discussing agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law.

XII. Return to Public Session

Moved #10 – 13: Heather Davis-Jones

Seconded: Simon Liu

Voted Yes: Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Allaire Wohlgemuth

XIII. Adjournment

Moved: Heather Davis-Jones

Seconded: Tim Matheney

Voted Yes: Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Allaire Wohlgemuth