

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

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, September 18, 2019, 6:30 p.m.

MINUTES

Board Members Present: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Selina Morales, Ed Nakawatase, Neeta Patel, Amanda Thai, Allaire Wohlgemuth

Board Members Absent: Tim Matheney

Board Member on Leave of Absence: Laurence Tom

Staff Present: Pheng Lim, Ellen Somekawa

Public Present: Nanme Zheng, interpreter

I. Call to Order: Selina Morales

II. Appreciating Amanda Thai, Departing Board Member Selina Morales

III. Principal's Report Pheng Lim

- The new schedule includes more transitions and is posing some challenges that we are working out.
- FACTS Teachers' Choir performed at the Chinatown Mid-Autumn Festival for the fifteenth straight year, and we had a FACTS contingent in the lantern parade. Thank you to Asian Americans United for putting on the festival every year.
- Back to School Night will be on September 26.
- Sharing an email about the impact that a teacher can have on a student.

Executive Director's Report Ellen Somekawa

IV. Approval of the Minutes

1. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Board of Trustees Meeting Minutes of August 21, 2019.

Moved: Pooja Agarwal

Seconded: Neeta Patel

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Selina Morales, Ed Nakawatase, Neeta Patel, Amanda Thai

Abstained: Allaire Wohlgemuth

V. Finance Report

Report on the Finance Committee Neeta Patel

- The Treasurer, Finance Director and Executive Director met to define the scope and scale of the Finance Committee, to outline an annual timeline for the committee's work, and to begin creating a job description for members.

Report on the August Financial Statements

- Financial Statement Narrative is attached.
- Ed Nakawatase spoke to appreciate the work that David Brown has been doing to create the narrative financial reports and to appreciate the clarity and thoroughness of the reports.

Establishing the Audit Committee

- Selina Morales wants to join and Allaire Wohlgemuth is considering it

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the financial statements of August 31, 2019.

Moved: Ed Nakawatase

Seconded: Amanda Thai

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Selina

Morales, Ed Nakawatase, Neeta Patel, Amanda Thai, Allaire Wohlgemuth

VI. Development Committee

Selina Morales

- 5K Working Session

[Pooja Agarwal departed the meeting.]

VII. Strategic Planning Update

Selina Morales

- The committee is evaluating two responses to the RFP.

IX. Action Items:

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the submission of a Lease Reimbursement application to the Commonwealth of Pennsylvania and affirms that to the best of its knowledge the following is true:

- Term of our lease is 9/1/2015 – 8/31/2020
- 2018-19 rent was \$615,000
- 2019-20 rent will be \$630,375
- Name of lessor: Ho Wong Re Investment.
- Address of school: 1023 Callowhill Street, Phila, PA 19123

Moved: Neeta Patel

Seconded: Allaire Wohlgemuth

Voted Yes: Heather Davis-Jones, Simon Liu, Selina Morales, Ed

Nakawatase, Neeta Patel, Amanda Thai, Allaire Wohlgemuth

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with the Education and Arts Alliance, LLC and/or Charter School Substitute Services for the provision of substitute services in an amount not to exceed \$65,000.

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Gamut Early Intervention Services for the provision of therapeutic services in an amount not to exceed \$100,000.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Laurie Sherman Speech Language Pathology for the provision of therapeutic services in an amount not to exceed \$5,000.

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves amending the Employee Handbook as follows:

FACTS staff members are Mandatory Reporters under the Child Protective Services Law. [ADDED: The Mandatory reporting laws were changed in 2014 after the Sandusky events at Penn State. As a result, you are not required or expected to get permission from your supervisor prior to making a Child Abuse or Neglect report to Child Line. The adult who either witnessed the abuse, witnessed any concerning marks or behaviors or who the child directly reported the abuse to must be the person to make the report.] If a staff member suspects that a child is neglected or abused, they must immediately make an electronic report using the online PA Child Line system. After filing the Child Line Report, the employee must immediately report the suspected abuse to the Principal or the Director of School Culture. Students who come to school with marks on their bodies, who exhibit sudden marked changes in behavior, who are absent for long periods of time, or who exhibit precocious behaviors of a sexual nature must be immediately reported to the Principal.

Discussion:

- Is it necessary to include the historical background of the Sandusky events in this section of the employee handbook?
- The reason to include it is to make sure that staff understand the gravity of the responsibility to report and not to rely on supervisors to do the reporting.

Moved Resolutions # 4, #5, #6, #7: Amanda Thai

Seconded: Allaire Wohlgemuth

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

X. Adjournment

Moved to Adjourn: Amanda Thai

Seconded: Heather Davis-Jones

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