

FOLK ARTS-CULTURAL TREASURES CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, February 19, 2020, 6:30 p.m.

MINUTES

Present: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Tim Matheney, Ed Nakawatase, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Board Members Absent: Selina Morales

Board Member on Leave: Laurence Tom

Staff Present: Ellen Somekawa

Public Present: Nanme Zheng, Linshuang Lu

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| I. Call to Order | Neeta Patel |
| II. Executive Director's Report | Ellen Somekawa |
| III. 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 January 15, 2020 as amended.

Moved: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

Yes: Heather Davis-Jones, Simon Liu, Neeta Patel, Alan Phan, Allaire Wohlgemuth

Abstained: Pooja Agarwal, Tim Matheney, Ed Nakawatase

IV. Strategic Planning

Linshuang Lu from Praxis will give an overview of the Strategic Planning Process, share the major strategic plan questions and request feedback, invite Board members to contribute to the proposed list of stakeholders to involve, invite and orient Board members to participate in interviewing stakeholders

How to continue to be the school we are. How can you sustain this going forward, negotiating challenges.

Process and timeline:

Stakeholder engagement now through May

Analysis in the summer

Draft for feedback and plan in the fall

End result will be a Strategic Plan that captures the decisions.

Would board members like to conduct some of the interviews?

- A good experience to learn from people and connect with them
- There will be an orientation and a script, a sample email to outreach, and a survey form will be provided

- About an hour and a half would be needed for each interview

Review of and feedback on the key questions

V. Finance Report

Finance Committee Report

Neeta Patel

Report on the January Financial Statements

Do Board members have feedback on the amount of information presented in the Finance Reports?

- People appreciate the level of detail provided in the monthly reports.

2. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the financial statements of January 31, 2020.

Moved: Pooja Agarwal

Seconded: Ed Nakawatase

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

Matheney, Ed Nakawatase, Neeta Patel, Alan Phan, Allaire Wohlgemuth

VI. Policy Committee

Report of the Policy Committee

Pooja Agarwal

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

Moved: Heather Davis-Jones

Seconded: Tim Matheney

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

Matheney, Ed Nakawatase, Neeta Patel, Alan Phan, Allaire Wohlgemuth

VII. Development Committee

Allaire Wohlgemuth/ Alan Phan

Development Committee met. Gathering information about historical trends, donor patterns. The committee is in the process of making a plan. We need to be starting 5K fundraising soon, seeking sponsorships. We should be thinking about Jefferson as a corporate sponsor. Needed other information to make corporate asks like EIN. Are there materials that could be put on a shared drive?

VIII. Other Action Items

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves hiring Kenneth Martin, part time Recess Aide and Classroom Assistant, \$12/ hour

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Time Clock Plus for the provision of automated timeclock services in an amount not to exceed \$4500.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves extending the contract with GT Security for the provision of door access services in an amount not to exceed \$7000.

Moved: Pooja Agarwal

Seconded: Tim Matheney

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Tim Matheney, Ed Nakawatase, Neeta Patel, Alan Phan, Allaire Wohlgermuth

Discussion/Query:

- What would be the net change in payroll if we move the minimum we pay to \$15? And then move others currently at \$15 to \$17?

XI. Adjournment

Moved: Heather Davis-Jones

Seconded: Pooja Agarwal

Voted Yes: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Tim Matheney, Ed Nakawatase, Neeta Patel, Alan Phan, Allaire Wohlgermuth