

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

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, January 15, 2020, 6:30 p.m.

MINUTES

Present: Heather Davis-Jones, Simon Liu, Selina Morales, Alan Phan, Allaire Wohlgemuth

Absent: Pooja Agarwal, Tim Matheney, Ed Nakawatase

Leave of Absence: Laurence Tom

Staff Present: Pheng Lim, Ellen Somekawa

Public Present: Nanme Zhang

I. Call to Order: Selina Morales

II. Principal's Report Pheng Lim

- Continuing work with Philadelphia Academy of School Leaders, coaching other principals. Continue to receive valuable training.
- High School Acceptances are being received. It's stressful for families to await results. Will share more next month.
- Pratima, our Accountability Manager was invited to present at an international conference in India about Climate Change.
- Next year's staffing: most staff announced their intention to stay
- Exploring a partnership with UPenn Mental Health on a mentoring program
- Price Waterhouse Cooper is exploring offering a middle school elective on coding in the spring

Question: How many applications have we received for 2020-21?

- We will find out and report next meeting.

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 December 18, 2019.

Moved: Heather Davis-Jones

Seconded: Neeta Patel

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

Abstained: Allaire Wohlgemuth

Discussion:

- Impressed that David and the Finance Committee took the time to re-think and re-do the Chart of Accounts
- Finance Committee has created a calendar of its tasks. Next focus is on comparing budget to actuals in preparation of next year's budget.

IV. Finance Report

The format of the Financial Statements has changed a little bit because of changes to the chart of accounts.

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

Moved: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

Voted Yes: Heather Davis-Jones, Simon Liu, Selina Morales, Alan Phan, Allaire Wohlgemuth

V. Policy Committee

Report of the Policy Committee

Neeta Patel

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the One-on-One Contact with Students Policy.

Tabled

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Staff Communications with Students Policy.

Tabled

Discussion:

- How does it work to choose a public setting work for Administrative Staff, Nurse and Social Worker work that requires student confidentiality?
 - Social Worker wanting the curtain down
 - Social Worker gets consent to provide counseling services under IEPs, but we want the social worker to be available to students who need to talk with her.
- Use of appropriate contact: Limit all shows of affection to shoulder, high fives, etc.
 - Don't touch a child without asking for permission
- Arrange random checks: but this should not be for the Social Worker (and certain other staff)
- Document inappropriate contact: reference the specific policy
- Do we need another step that says that employees read the policy manual? Check off that they read it
 - Flag specific policies that we want employees to sign off that they read
- Allaire will mark up and send to Ellen for revision
- Table until next meeting

Discussion:

- Strike this sentence: staff should not discuss anything that is not clearly related to education

VI. 2020-21 School Calendar

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the 2020-21 School Calendar.

Moved: Allaire Wohlgemuth

Seconded: Simon Liu

Voted Yes: Heather Davis-Jones, Simon Liu, Selina Morales, Alan Phan, Allaire Wohlgemuth

VII. Other Action Items

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves hiring the following staff:

Weixia Louie, Long Term Special Education Teacher Substitute, Salary: \$25/hour
 Kym Grant-Horsey, Recess Aide, Salary: \$13/hour
 Samantha Smith, Classroom Assistant, Salary: \$25/hour

Moved: Heather Davis-Jones

Seconded: Alan Phan

Voted Yes: Heather Davis-Jones, Simon Liu, Selina Morales, Alan Phan, Allaire Wohlgemuth

VIII. Strategic Planning Process

Roles and Responsibilities and Timeline

Selina Morales

Timeline: Started in December when we asked Board members for the big questions they hope the Strategic Planning Process will address. Stakeholder engagement begins in February and runs through May. Also data gathering during this time. May to August will be analyzing data and developing recommendations for strategic priorities. September to October will be time to give feedback on the draft plan, finalize the plan, and communicate the plan internally and externally.

Review of Roles and Responsibilities of: FACTS Board of Trustees, Strategic Planning Committee (SPC), SPC Co-Chairs, and Praxis (our consultant).

IX. Act 55 Board Training

Selina Morales

Selina will send an email to all Board members with instructions about state mandated training for Charter School Board members. All new Board members must take it. All members must take it when they renew their terms.

X. Other Committee Reports

- Development

Selina Morales

Allaire and Alan are joining the Development Committee with Ricque. Selina will also participate.

- Nominations

Selina Morales

Hope to bring on two new board members this summer. Still in talks. Want to formalize onboarding process for new board members.

XI. Adjournment

Moved: Heather Davis-Jones

Seconded: Simon Liu

Voted Yes: Heather Davis-Jones, Simon Liu, Selina Morales, Alan Phan,
Allaire Wohlgemuth